Eastern Great Lakes Innovative Users Group

September 16, 2005

Student Union Conference Center
Wright State University
Dayton, Ohio

Program Descriptions

Below, you will find descriptions of the programs that were presented at the 2005 EGL-IUG meeting. Links to the handouts in PDF format from the sessions are included.

Millennium Statistics

With Millennium Statistics, Innovative libraries have a great tool that can help them create a large number of statistical reports with great ease. With features such as the ability to save queries, save results, search by different types of records, re-run searches, and export reports easily into Excel or other programs, the new statistical program is exponentially better than the Telnet based Statistical Reports feature. This session will give an overview of the features and functions of the Millennium Statistics and show how to utilize this in your library.

Presenter: Corey Seeman, Assistant Dean for Resource and Systems Management, University of Toledo

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Macros and OCLC: Making Coffee While You Wait

The simple way one used to record key strokes using OCLC software has changed. With the new OCLC Connexion client, one can write macros to do everything, short of making coffee for you while cataloging your materials. For system librarian, the OCLC Macros can make database loading and processing a breeze. Using OCLC Connexion Macros and III software on conjunction, one can automate the drudgery of keeping database maintenance up to date: including the updating of bibliographic records, holdings, and authority records. Why use lots of staff overhead and work your fingers to the bone? Instead, let the machine do the work for you.

Presenter: Jeff Trimble, Interim Manager Collections Services, Youngstown State University

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Circulation Notices: System Printers to Autonotices and Everything In Between

Remember when circulation notices were printed directly to the large and noisy system printers? Have you experienced the frustration of answering "yes" to a type of notice being successfully printed and then the printer jams or runs out of paper and the notices not printed are lost forever? Have you experienced notices that "creep" when you decide to print to a laser printer? Kent State University and the 16 circulation areas have lived through the trials and tribulations

of circulation notice production over the past 13 years. We have failures, successes and advice to share as well as instructions on how to set up autonotices at your library.

Presenter: Kelly Shook, KentLINK Coordinator/Systems Specialist, Kent State University

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Unique Events, P. T. Barnum and Muffin Stumps: Upgrading Patron Computers in a Public Library

How much technology do patrons need? When do public access computers reach the end of useful life? When to upgrade, when to buy new, where to send your old equipment. This session will cover these topics and much, much, more.

Presenter: Jim Mann, Technology Coordinator, Greene County Public Library

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Thoroughly Modern Millie: The Flapper's guide to Modernizing Workflows Using Millennium Serials

Are you still tap dancing to the processes of the last century? Do you want to kick up your heels and eliminate existing processes to free up staff time for new processes? If thoroughly modernizing workflows is your fancy then this program is "Johnnie on the spot" for you! Topics will include re-assigning periodicals check-in work to student employees, utilizing review files in claiming and binding programs, highlights of Ted Fon's tips and tricks to improve efficiencies and streamline workflows, and a sneak peek at 2006 preliminary MilSer enhancements.

Presenter: Deberah England, Serials and Electronic Resources Librarian, Wright State University

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Collection Management: Assessing and Analyzing Collections Using Innopac and Millennium (Panel)

A panel of collection development librarians will share their experiences with collection assessment and analysis. Benefits of systematically analyzing and describing collections along with assessment techniques and measures used to evaluate collections will be discussed. Learn how Ohio librarians are using collection analysis tools from Library Dynamics, OCLC, YBP and III to enrich their collections.

Audience comments will be welcomed.

Presenters: Phil Flynn, Engineering Librarian, Wright State University
Holly Varley, Collection Development Manager, Clermont County Public Library
Karen Wilhoit, moderator, Associate University Librarian for Collections, Wright State University

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Automating Receipt Cataloging in Millennium with Macro Express

Much of the effort of receiving items in the catalog is spent on determining the correct codes to be used; codes which are determined by clearly defined criteria. Choosing between clearly defined options is exactly where computers excel. This session will be a discussion of flowcharting the receipt cataloging process, "thinking" like a computer, and a demonstration of how one library is using Macro Express to extend the decision-making powers of the computer to increase the efficiency and accuracy of receiving materials in the new Millennium environment.

Presenter: Ross Shanley-Roberts, Special Projects Cataloger, Miami University

Stepping Through The Millennium: Circulation Issues Forum

Learn how to motivate staff to step through the millennium in this Millennium Circulation question and answer forum. Circulation gurus will address MilCirc basics, functions and offer tips on how to inspire staff to leave their telnet comfort zone and explore this fabulous web-based interface.

Audience comments will be welcomed!

Presenters: Lynn Baird, Automated Catalog Manager, Clermont County Public Library
Alison Morgan, Public Services Librarian/Circulation, Xavier University
Melanie Smith, Coordinator of Circulation Services, University of Akron

WebOPAC Administration in Millennium

With the two most recent releases of the software (Silver and 2005), most of the WebOPAC administration tools have been moved over to Millennium. In this presentation, we will explore the basics of managing your WebOPAC administrative functions in Millennium including: Setting up Miladmin login, editing and using WWWOptions; editing files directly on Millennium; using FTP via Millennium to move files back and forth to your server and desktop. We will also be discussing some new features including more consistent use of top and bottom logos by all system and custom pages in the WebOPAC and how to incorporate style sheets in your system.

Presenter: Corey Seeman, Assistant Dean for Resource and Systems Management, University of Toledo

If You're Going to Change, Change Big: Telnet to Millennium, Innovative's ERM and Serial Solutions, too!

Bowling Green State University Libraries purchased III's Millennium and Electronic Resources Management (ERM) module for implementation by August 2005. Training for the main modules took place in early winter with ERM training in February. We concurrently purchased Serials Solutions' MARC records (SS) to bring full-text e-journal records into our patron's experience of the catalog. However, we couldn't do it all at once. (Confessions may be made!) Join us as we share our experience and highlight the implementation process, stumbling blocks, and similarities and differences in our usage of these products.

Presenters: Mark Strang, Data Systems Coordinator, Bowling Green State University
Jeanne Langendorfer, Coordinator of Serials, Bowling Green State University
Christy Reineck, Electronic Resources Assistant Bowling Green State University

Hogging the Remote (search button) — How Western Libraries is Using Remote Searching to Streamline Acquisitions

This program will show how Acquisitions staff recently 'took control of the Remote' to help streamline our Acquisitions process. The changes we have implemented using Millennium's Remote Searching and a major vendor's Z39.50-compliant database have reduced staff workload and improved ordering accuracy. With these changes, we no longer have to endure the hassle of 'getting up to the change the channel' - now we use the 'Remote' and other Millennium

functionality to import bibliographic records, automatically create item and order records, and check for duplicate titles all in one step. As a bonus, this process involves next to no keying of information, thereby vastly reducing keystroke errors. The impact of this new process has been significant for Western Libraries (average order processing time dropped from 4 days down to a 1 day turnaround)!

Presenters: Paul Hamilton, Integrated Library Systems Administrator, University of Western Ontario
Karen Marshall, Director, Library Technical Services, University of Western Ontario

ISBN-13: Implications for Libraries and Book Vendors

Transition from 10-digit ISBNs to 13-digit ISBNs must be completed by January 1, 2007. Publishers, book vendors, and library system vendors are starting to prepare now. We'll provide an introduction to ISBN-13, share resources that are currently available, and describe its implications for libraries and book vendors as we plan for its implementation. The key element for libraries to consider is that BISAC order (a common means of electronic ordering for Innovative customers), will not work with 13 digit ISBNs.

Presenters: Ann-Marie Breaux, Senior Manager, Academic Services Development, YBP Library Services, a Baker & Taylor Company
Corey Seeman, Assistant Dean for Resource and Systems Management, University of Toledo

Managing Your Media: How to Make Materials Booking Work For You!

[Handout]

Do you get overwhelmed with how to organize media requests for faculty presentations? This workshop outlines how to use the Millennium booking system to coordinate media distribution and other media services. This program will show how to use Millennium to organize media information to assist with the following: prioritize requests; confirm requests with the faculty; coordinate daily delivers and patron pickups; organize video pickups; maintain a history of materials used and track statistics.

Presenter: Mieke Clark, Coordinator, Current Periodicals, Music and Media, Wright State University

Extreme Makeover: WebOPAC Edition

Rodman Public Library underwent an extreme WebOPAC makeover this past spring. The library's main web site and its catalog looked like they did when they were last updated, ca. 2001. This program shows before and after "photos" and the process the library used to redesign the site using XHTML and CSS for fast loading, standards compliant pages. The new site shows how information from the catalog can be incorporated into the library's main web site and vice-versa.

Presenter: Karen Perone, Systems Coordinator, Rodman Public Library

Working with Your Serials Vendor to Prepare for Electronic Claiming and Electronic Invoicing

A detailed discussion of the process involved when instituting Innovative Interfaces electronic claiming and electronic invoicing products. Beginning with the cleaning of serial check in and order records, configuring your III system (character based or Millennium), and working with your serials vendor to integrate the electronic processes into your procedures.

Presenters: Eve Davis, Senior Account Services Manager, EBSCO
Michelle Early, Bibliographic Control Services Librarian, Xavier University

Page by Page: Sorting It All Out

Are you confused over those daily paging slips, especially when the local and OhioLINK requests are combined? Learn how to sort, print, and process the notices, page by page.

Presenters: Bonnie Vandenbos, Reserves/Information Delivery Services Coordinator, Wright State University
Maggie Perry, Circulation Desk Supervisor, Wright State University

Patron Images: Is a Picture Really Worth a Thousand Words?

[Handout]

Hear about how Clermont County PL implemented patron images. We'll discuss the technical side such as software, cameras and other hardware, as well as PR and public service issues.

Presenter: Lynn Baird, Automated Catalog Manager, Clermont County Public Library

ERM: FYI (Following Your Implementation)

ERM is in production at your library and the public interface is live. What comes next? This program will be a discussion of issues that arise from the actual use of ERM by library staff and library users. How is ERM maintained? How is it best incorporated into the routine workflow? How can your library maximize usage and unleash the potential of ERM?

Presenter: Celeste Feather, Electronic Resources Librarian, The Ohio State University

Swap Meet

Share your great ideas! Bring your business cards, handouts, helpsheets, manuals, training guides, etc., to share with colleagues! An area will be provided for you to browse, network and pick up some cool ideas on working smarter and faster!