

# Wireless Workstation

What is it and what can it do?

Leigh French  
Wright State University  
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## What is Wireless Workstation?

### □ From the ILL Product Catalog:

The Wireless Workstation offers Check-in, Check-out, Inventory, Count Use, and Rapid Update staff functions via wireless connectivity. This product is a tool for wireless inventory and circulation functions. Compatible with most small screen devices such as PDAs and requiring no hardware from Innovative, this tool allows librarians to go where the work is.

## What is Wireless Workstation?

- Sounds great? It is! But keep in mind . . .
  - Wireless Workstation is NOT the full inventory product
  - Wireless Workstation is NOT the full circulation product

## What Can Wireless Workstation Do?

Welcome to The Wireless Workstation

-  Inventory Control
-  Count Internal Use
-  Rapid Update
-  Check Out
-  Check In

## Inventory Control

- Update the item's inventory date
- Update the item's status
- Alert you to "unexpected" statuses
- Allow you to checkin items on the shelf which are still checked out

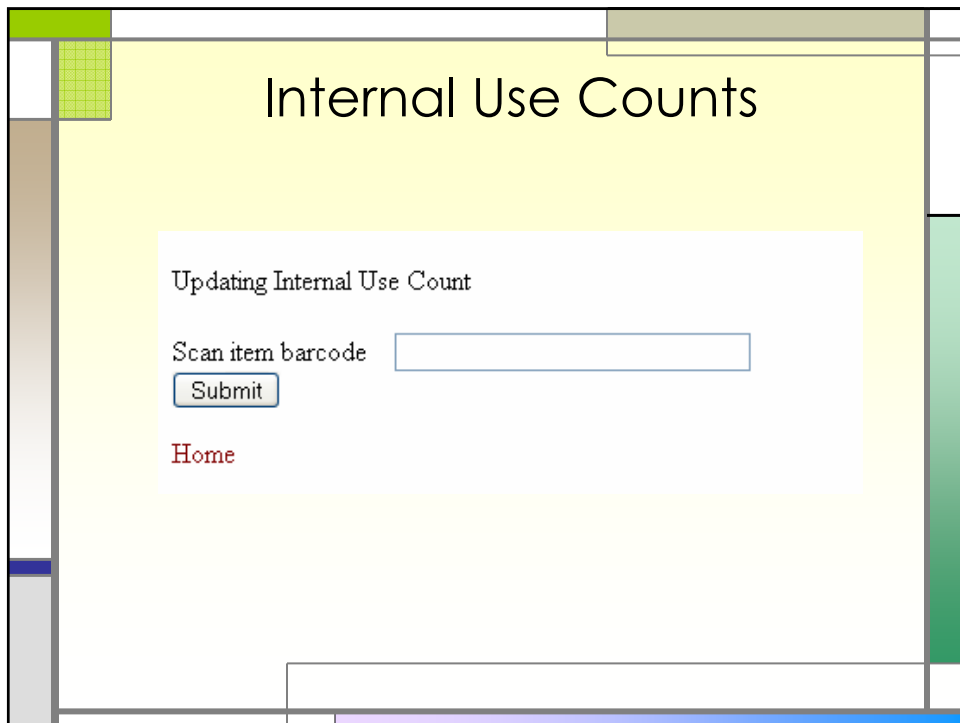
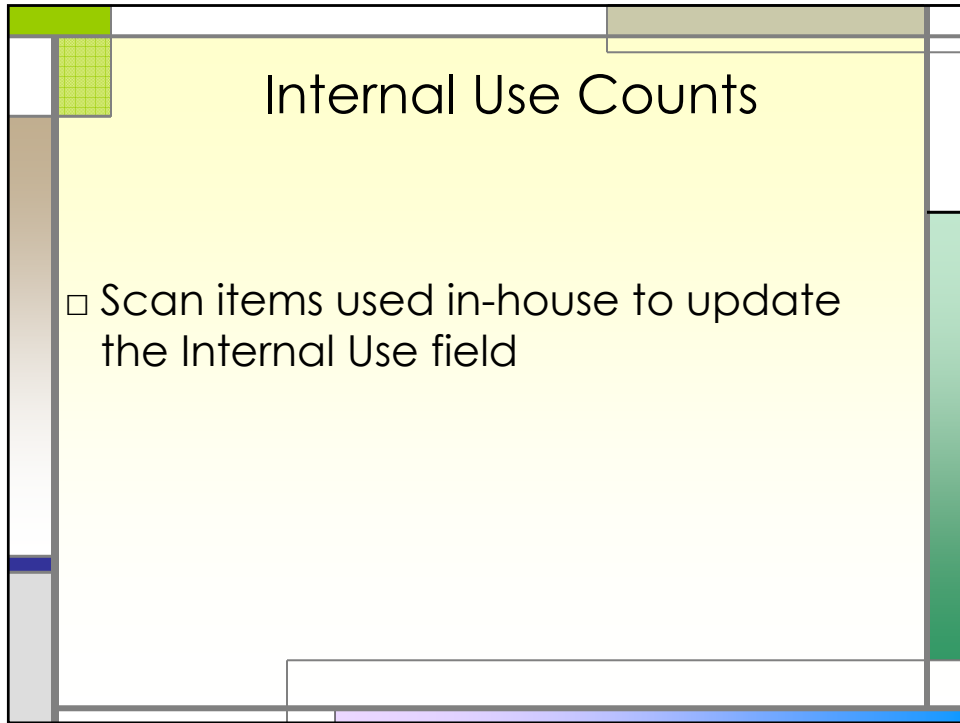
## Inventory Control

Updating Inventory Date

Choose an input file

or scan item barcode

[Home](#)



## Rapid Updates

- Update the following item record fields:
  - Status
  - Location
  - Message
  - Note

## Rapid Updates

Please choose the new values for the fields you wish to update.

Status

Location

IMessage

Message

Note

[Home](#)

## Checkout

- Checkout items that do not require an override
- Checkout items to patrons with no blocks
- Gives specific error messages if the item cannot be checked out
  - "Patron has too many items checked out"
  - "Patron owes too much money"

## Checkout

- Step One . . .

Check Out

Scan patron barcode

[Home](#)

## Checkout

- Step Two . . .

Check Out

**██████████ FRENCH, LEIGH A logged in**

Scan item barcode

[Home](#) [Log Out Patron](#)

## Checkin

- Backdate
- Checkin items that do not have "special conditions"
  - Item status is not "-"
  - Item belongs to another location
  - See manual page #100083 for full list . . .

## Checkin

Check In

Scan item barcode

[Home](#) [Backdate](#)

- ## Practical Uses
- Inventory of a subset of the library
    1. Identify the subset
    2. Create a review file of the items in your subset
    3. Inventory the subset, putting a date in the inventory date field
    4. Create a review file from your file in #2 looking for any items without an inventory date—these items are not on the shelves.



## Practical Uses

- Satellite Circulation
  - Basic circulation at a satellite or temporary location
    - During a library program/event
    - In non-library departments
    - Second checkin stations
  - Convenient in-house counts
    - No need to gather books on a truck and move to a computer

## Practical Uses

- Rapid Updates
  - Update items in the stacks—no need to transfer items on a truck to a computer
  - Easy, handheld updates of book trucks during processing (no need to stretch the barcode readers across the room!)

## Setting Up Wireless Workstation

- Work with Ill Implementation to edit Wireless Workstation Configuration
  - Choose a default language
  - Select item statuses to protect
    - We protect only status=o (Library Use Only)
  - See page 106710 for configuration settings

## Setting Up Wireless Workstation

- Select a PDA
  - Make sure it is SDIO ready
  - Make sure it has a CompactFlash slot
  - We chose an HP iPAQ
- Purchase a barcode scanner
  - Make sure it is a Class 1 scanner
  - We chose a Socket CF ScanCard 5M

## Setting Up Wireless Workstation

- Configure your PDA
  - Install barcode scanner software
  - Set Wireless Workstation as the browser homepage
  - Put the browser in the startup menu

## Accessing Wireless Workstation

- Use a Millennium circulation login
- User must have authorization for specific Wireless Workstation functions
  - See manual page #106709
- You must login separately for each function

## Additional Information

- See the following pages in the user manual:
  - 106706 – General information
  - 106707 – Configuration
  - 106713 – Access
  - 106709 – Applications

## Questions?

Leigh French

[leigh.french@wright.edu](mailto:leigh.french@wright.edu)

(937) 775-2570

Presentation online:

<http://www.wright.edu/~leigh.french/>