

## Wilson Chapter 3: Integrated Library Management Systems

- Read and memorize terms on pages 27-28.
- Do written assignment on iCollege.
- Install and configure the Evergreen Staff Client software on your computer. Detailed instructions are available on iCollege.

## Integrated Library Systems

- The software used to operate a library
- Store representations of
  1. library materials as catalog records
  2. people who use the materials as patron records

## Primary Functions of Integrated Library Systems

- 1) ordering and receiving materials
- 2) recording financial information
- 3) storing information about the library's collection of materials
- 4) recording the borrowing of materials

## Integrated Library System Modules

- module = a portion of a program that carries out a specific function
1. Acquisitions: select, order, budget, receive, pay for materials; claim or cancel orders that were not received.
  2. Cataloging: create records which describe and classify materials
  3. Serials: describe and check-in serials (periodicals, magazines, journals)

## Integrated Library System Modules (pg. 2)

4. Circulation: record the check-in and check-out of materials to patrons
5. Interlibrary Loans: lend and borrow materials from other libraries
6. OPAC (Online Public Access Catalog): display materials to patrons

## Library System Software

Can be bought for different uses:

1. turnkey: library purchases the software (including the modules above) plus the hardware, installation, training, maintenance and technical support.
2. software-only: library purchases the software and the training but buys the hardware separately. The library must also maintain the system.
3. single-function: library purchases one module only to perform one specific function. For example, a library may buy just the circulation module and perform other tasks using different software.

## Open Source vs. Proprietary Library System Software

- open source = freely available for use and adaptation
- proprietary = owned by a company and must be purchased

## Databases Records in Library System Software

1. Database of Bibliographic Records - stores information about library materials
  - a. information about the material such as the title, author, publisher, length, etc.
  - b. information from an authoritative source (such as the Library of Congress) regarding the material's subject, alternative title, etc.
  - c. information about materials on order
  - d. item information about each copy of the same title
  - e. information about individual issues of serials

## Databases Records in Library System Software (pg. 2)

2. Database of Patron Records - stores information about library users
  - a. information about the patron and statistics about their use of the library
  - b. information about what materials are checked out and when they are due

Note: The bibliographic database and the patron database must interact with one another. Changes in one database may change records in the other database.

## System Administration

- Management of a computer system by:
  - managing the hardware
  - managing access to the system
  - managing security
  - backing up data
  - troubleshooting
  - upgrading hardware and software
  - communicating with vendors

## System Administration: Backing up and Powering a System

Back up:

- maintenance performed on a regular basis to copy data
- ensures that information is not lost

UPS = uninterruptible power supply

- provides power to a computer when electricity is down

## System Administration: Staff vs. Patron Access

- library staff have more access to the library's computer system than patrons
- library staff also have a different interface than patrons
- Access is controlled by managing authorization

## System Administration: Authorization for Staff:

Staff members must be authorized to access the library's computer system

1. login level of authorization: a username and password must be provided to access the system
2. functionality level of authorization: different staff members may have different levels of functionality (for example, a user can check books in and out but cannot erase fines.)

## System Administration: Authorization for Patrons

- there is usually no authorization needed to search the catalog, but it is available to the public
- authorization would be necessary to view a patron's record
- authorization would be necessary to view databases that are purchased (e.g. GALILEO)

## Statistical Information

- Statistical reports can be very helpful to the library staff.
- Examples of useful statistical reports:
  1. circulation statistics (e.g., number of items checked in and out)
  2. financial reports (e.g., how much money was collected from fines)
  3. bibliographies (e.g., list of items on the same subject)
  4. search analysis (e.g., what words were searched by patrons)

## Examples of Library Management Systems

- SirsiDynix (proprietary) -  
<http://www.sirsidynix.com/Solutions/Products/integratedsystems.php>
- Ex Libris' Voyager (proprietary) –  
<http://www.exlibrisgroup.com/voyager.htm>
- Georgia Public Library Service's Pines/Evergreen (open source) –  
<http://www.georgialibraries.org/public/pines.html>