Your ILLiad Web: Best Practices

Logan Rath, The College at Brockport

The 5 Steps

- 1. Writing for the Web
- 2. The ILLiad Web Trifecta
- 3. HTML, CSS, and testweb
- 4. Simple Customizations
- 5. Tools of the Trade

Step 1.

WRITING FOR THE WEB

Your Presence Matters

Marketing & Branding

The act of connecting customers

to specific promises of value.

Internal: People. Knowledge. Experience.

External: Benefits over Features

Your Pages Should

PROMOTE your library

Be easy to navigate and use

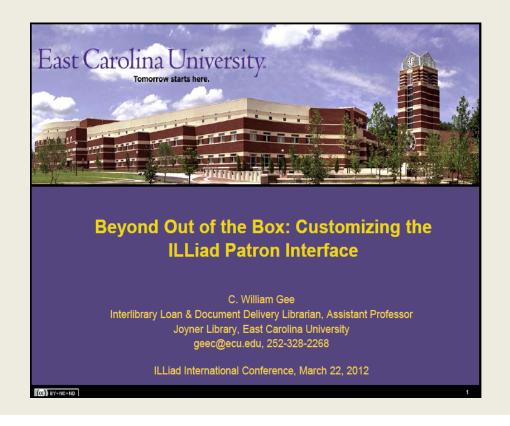
Reflect your department

Give your users a reason to keep coming back

Must Read

Beyond Out of the Box by C. William Gee

http://www.atlas-sys.com/conference/2012-illiad-international-conference-session-archive/

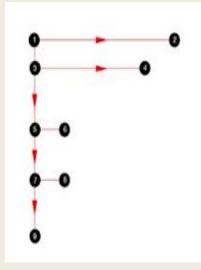


ILLiad

Some Relevant Findings

Eyetracking visualizations show

that users often read Web pages in an F-shaped pattern: two horizontal stripes followed by a vertical stripe.

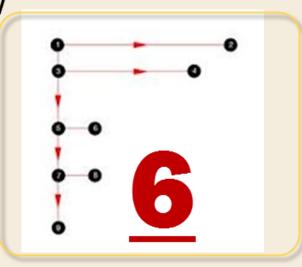






Some Relevant Findings

• Entracking visualizations show the users often reactive be pages in an F-shaped pattern: two horizontal stripes followed by a vertical stripe.





Implications of the F Pattern

- 1. Users won't read your text thoroughly
- 2. The first two paragraphs must state the most important information
 - Even more people never make it passed the first
- 3. Start subheads, paragraphs, and bullet points with information-carrying words
 - Readers see the third word on a line far less than the first two

How to Write for the Web

Concise, Scannable, & Objective

A study of 5 writing styles found that web sites scored higher in usability when they were:

- Written concisely (58%)
- Text was scannable (47%)
- Objective instead of promotional style (27%)
- ✓ Combining all 3 resulted in 124% higher measured usability

How to Write for the Web

- Web users scan, not read, and look for key words and sentences
 - Short text, summaries, & numbers as numerals
- Avoid scrolling if possible
 - 10% of users scroll, looking for links below the fold
- Marketing fluff decreases satisfaction
 - Want speed and pictures aren't worth waiting for
 - Graphics must be meaningful and helpful

Microcontent: Headers, Titles, Subject Lines

- Microcontent is 40-characters that explain macrocontent
 - Online, headers are often displayed out of context
 - They must be able to stand on their own
 - Guidelines for microcontent:
 - Imagine as an ultra-short abstract
 - Skip leading articles like "the" and "a"
 - First word must be an information-carrier of the concept
 - Page titles should not start with the same word

Application

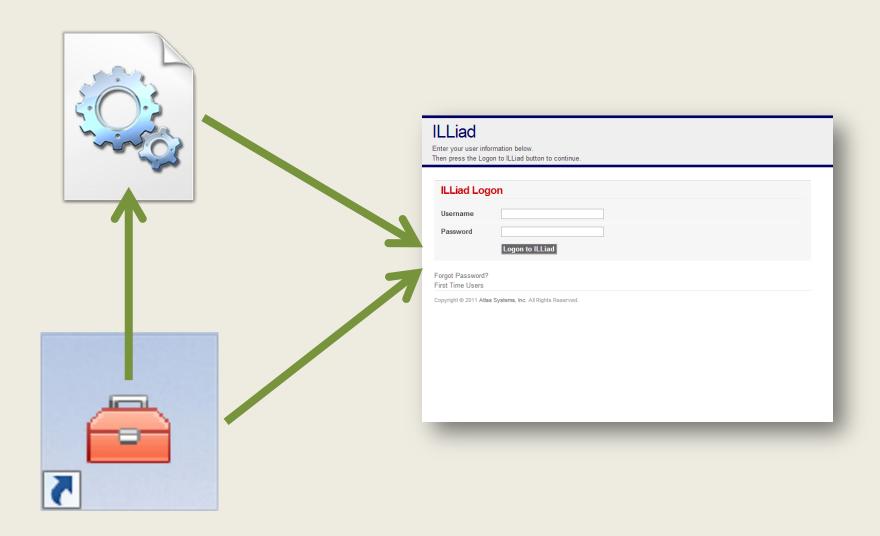
Examine your ILLiad pages:

- 1. Could you incorporate any microcontent?
- Do you use words that patrons understand (Article Request instead of Photocopy Request)
- 3. What implications does the f-pattern have for your pages?

Part 2

THE ILLIAD WEB TRIFECTA

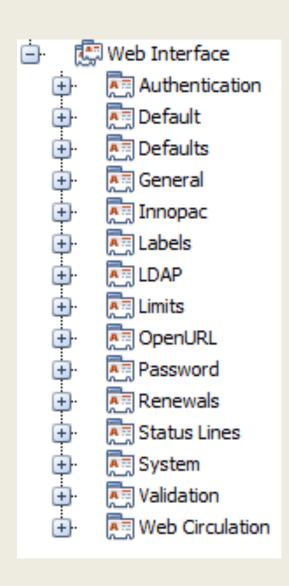
Web Pages, Customization Manager and the DLL





CHANGES USING THE CUSTOMIZATION MANAGER

Web Interface Keys



Web Validation vs. Required HTML Fields

- Controls which fields are required
- Can be applied to any field on any form in the ILLiad Web
- Controlled by the WebValidation table located in the Customization Manager
- Site specific on shared server environment

Web Validation

Formname	Fieldname	Validation	Error	ErrorTag
				_
ArticleRequest	NotWantedAfter	.+	Not Wanted After is a required field.	ERRORNotWantedAfter
ArticleRequest	PhotoArticleTitle	.+	Photo Article Title is a required field.	ERRORPhotoArticleTitle
ArticleRequest	PhotoJournalTitle	.+	Photo Journal Title is a required field.	ERRORPhotoJournalTitle
ArticleRequest	PhotoJournalYear	.+	Photo Journal Year is a required field.	ERRORPhotoJournalYear
BookChapterRequest	NotWantedAfter	.+	Not Wanted After is a required field	ERRORNotWantedAfter
BookChapterRequest	PhotoJournalTitle	.+	Book Chapter Title is a required field	ERRORPhotoJournalTitle
ChangePassword	Password1	.+	New Password is a required field.	ERRORPassword1
ChangePassword	Password2	.+	Verified Password is a required field.	ERRORPassword2
ChangeUserInformation	EMailAddress	\w+\@\w+	Email Address is a required field.	ERROREMailAddress
ChangeUserInformation	FirstName	.+	First Name is a required field.	ERRORFirstName
ChangeUserInformation	LastName	.+	Last Name is a required field	ERRORLastName
ChangeUserInformation	Phone	.+	Phone Number is a required field.	ERRORPhone
ChangeUserInformation	SSN	^\d{9}\$	Library ID Number is a required field.	ERRORSSN
ConferencePaperRequest	NotWantedAfter	$[^\d\backslash d\. \d\backslash d\. \d\backslash d\d\backslash d\]$	Not Wanted After is a required field.	ERRORNotWantedAfter
ConferencePaperRequest	PhotoJournalTitle	.+	Conference Name is a required field.	ERRORPhotoJournalTitle
EditArticleRequest	NotWantedAfter	.+	Needed By is a required field	ERRORNotWantedAfter
EditArticleRequest	PhotoArticleTitle	.+	Photo Article Title is a required field.	ERRORPhotoArticleTitle
EditArticleRequest	PhotoJournalTitle	.+	Photo Journal Title is a required field.	ERRORPhotoJournalTitle
EditBookChapterRequest	NotWantedAfter	.+	Not Wanted After is a required field.	ERRORNotWantedAfter
EditBookChapterRequest	PhotoJournalTitle	.+	Photo Journal Title is a required field.	ERRORPhotoJournalTitle
EditConferencePaperRequest	NotWantedAfter	.+	Not Wanted After is a required field.	ERRORNotWantedAfter
	-1			

Regular Expressions

Status

-'Choose a Status' is not an acceptable value

^(?!(Choose a Status))

Email

-Requires a valid email address format

$$(w+@[a-zA-Z]+?\.[a-zA-Z]{2,6})$$

$$(w+@(?:[a-zA-Z]+\.)+[a-zA-Z]{2,6})$$
\$

-Parton must use company or university email address

$$[_a-z0-9-]+(\.[_a-z0-9-]+)*@sunnybeach\.edu$$

$$[a-z0-9-]+(\.[a-z0-9-]+)*@([a-z0-9-]+\.)*sunnybeach\.edu$$

SSN

-15 digit ID Number

^\d{15}\$

-B prefix preceeding 15 digit ID Number

^(B)\d{14}\$

-15 digit ID Number that begins with 209

^(209\d{12})\$

Syntax	Meaning
٨	Start of line
\$	End of line
?	Preceding token is optional
\w	Word
\d	Digit
[]	Specifies a range of characters
*	Match preceding token zero or more times
+	Match preceding token once or more times

Custom Dropdown

- Specifies values that apply to certain dropdown fields on the registration and change user information forms
 - Values set in the CustomDropDown table in Customization Manager.
 - Department, State and Status set by default
 - NVTGC that populates Delivery Location set by

Custom Dropdown

- Add optional dropdown values using DefaultName and DefaultValue
 - DefaultValue = Label Value
 - DefaultName = Label Name that displays on form

- Name must be indicated as "custom"
- GroupName = Groupname in CustomDropDown table
- SelectedValue represents default selection

Application

Are there any fields you want to lock down?

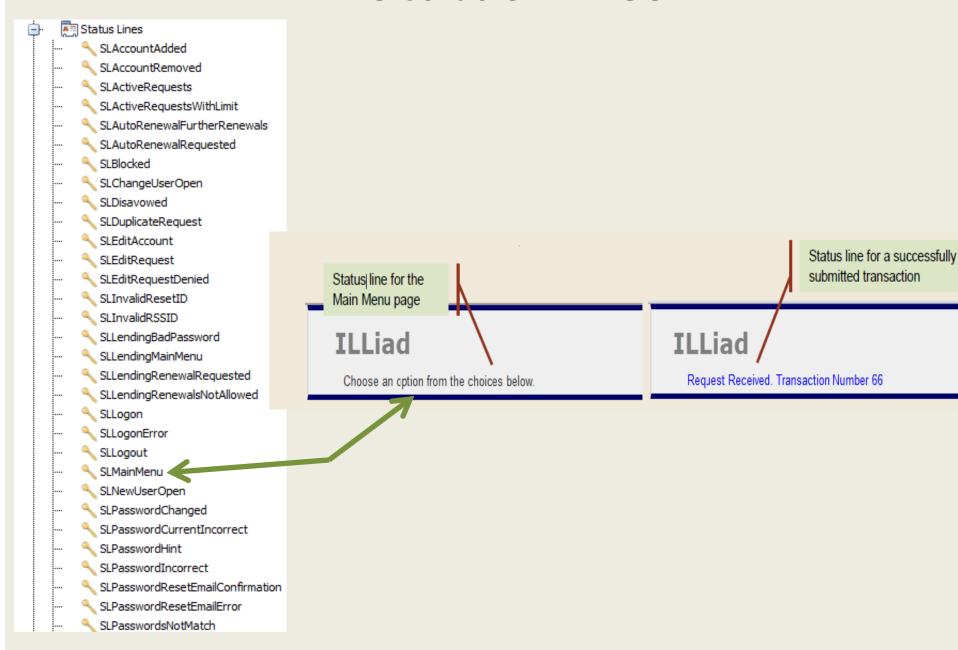
 What are the regular expressions you'd need? (Test at http://regexpal.com/)

 What can be replaced by a Custom Drop Down?

Status Lines

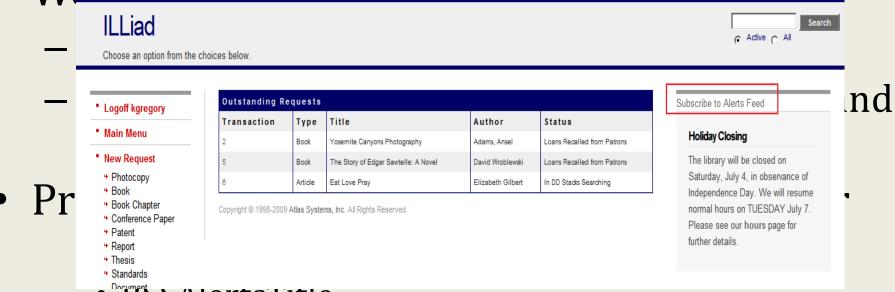
- Appear on web pages to highlight special information.
 - Used to notify users of an omission on a form, an action taken (e.g., a user cancels a request), or an error on the page.
- By default, the status lines display in the ILLiad header, you can put them in other locations on your web pages.
- You can also change the text displayed for each status line in the Customization Manager.

Status Lines



RSS Feeds & Alerts

 Can receive feeds of Email Notifications and Web Alerts



- "RSSAIerts little
- RSSNotificationsDescription
- RSSNOtificationsTitle

Part 3

HTML AND CSS

ILLiad Web Overview

 Standard HTML files, server through a DLL that interfaces with SQL Server

 Compatible with any web browser that supports tables and forms

8.5 Required Form fields

Name	ILLiad HTML FieldName	Acceptable Values (case-sensitive)
Delivery Location or Site Code	NVTGC	ILL Any existing site code or delivery location
Preferred Notification Method	NotifyGroup	8.6 Only has two options: Electronic Phone
Preferred Loan Delivery Method	LoanDeliveryGroup	Hold for Pickup Mail to Address
Preferred Article Delivery Method	DeliveryGroup	Hold for Pickup Mail to Address
Preferred Electronic Delivery	WebDeliveryGroup	Yes No

Hiding Required Fields

- 1. Comment out the field tag in the HTML
 - HTML comment tag
 - <!--Text you want to hide -->
- 2. Add a hidden field to the HTML

Example of HTML & Hidden Field

Test Web

All of the changes – none of the panic!

- A Test Web folder can use any name and is kept beneath the default ILLiad web folder location.
- Webpath.txt serves as an override and keep links directed within this folder
 - Example: If you put your test web in c:\inetpub\wwwroot\illiad\testweb, the webpath.txt file inside that folder would have one line that says c:\inetpub\wwwroot\illiad\testweb for the DLL to know where to look for those pages.

Enabling Logging

Create a file called log4d.props on the web

```
Server #---- begin log4d.props ---- log4d.debug=TRUE
    illiad.d]_{{\tt log4d.categoryFactory=TLogDefaultCategoryFactory}}
    c:\inet# root priority - valid values are 'DEBUG', 'INFO', 'WARN', 'ERROR', 'FATAL'
log4d.rootCategory=DEBUG,ROOT
                         # root appender
                          log4d.appender.ROOT=TLogFileAppender
• The DL log4d.appender.ROOT.append=TRUE log4d.appender.ROOT.fileName=c:\illiad\dll\ILLiadDLL.log
                          log4d.appender.ROOT.errorHandler=TLogOnlyOnceErrorHandler
    c:\illia log4d.appender.ROOT.layout=TLogPatternLayout log4d.appender.ROOT.layout.dateFormat=yyyy-mm-dd hh:MM:ss,zzz
               • Th log4d.appender.ROOT.layout.pattern=%d [%p] %c %t - %m%n #---- end log4d.props ----
```

Logging

- If you have multiple web folders (shared server or using test web), you can make a different log4d.props file in each web folder that points to another file name for that log.
- You may need to change the permissions on the c:\illiad\dll directory (to allow the Internet Guest Account (IUSR_ILLIAD or similar) to create and write to a file.
- The file may not allow you to open it while the DLL is still running. You may need to stop and restart the web server to open the file.

Disabling Logging

 To disable logging in the ILLiad DLL, rename the log4d.props file to something else (i.e. disable-log4d.props). If the DLL cannot find that file, it will not log any actions

• Caution About DLL Logging!

DLL Logging should only be enabled to aid in the diagnosis of a problem - the log files tend to get large quickly.

Authentication Scenarios

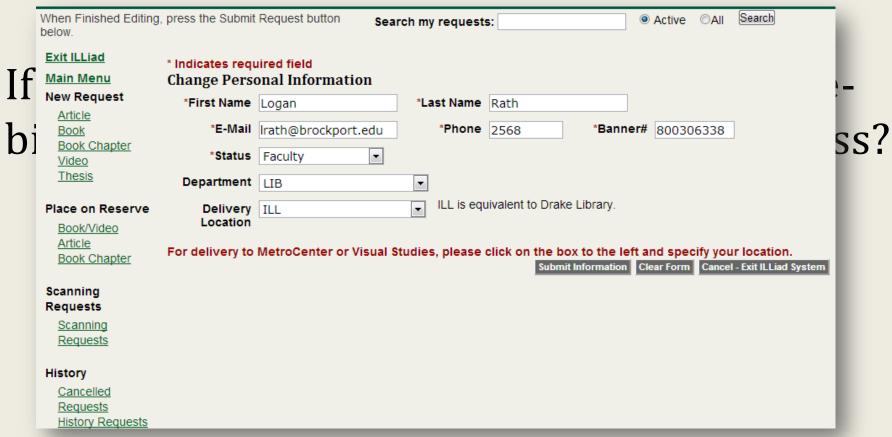
- 1. Patron creates new username for ILLiad
 - Patron has to remember username & password
 - ILL staff has to clear patron
 - ILL staff has to reset forgotten password
- 2. Patron uses campus credentials
 - AutoClear registered users
 - No managing enrollment verification
 - No password management
 - Local accounts still allowed!

Hosted Sites & Shibboleth

- 1. Configure EZProxy to use Shibboleth
- 2. Set up ILLiad in EZProxy
- 3. Proxy your ILLiad .dll link

* No Guest Passes Allowed (unless you have a dual-authentication portal)

Only collect what you need



Recap

- There are three parts to your Web pages
 - You cannot edit the DLL
 - <#PARAMs> are set by the CM
 - You can change the .html pages
 - ILLiad specific <#PARAMs> extend basic Web functionality.
- HTML and CSS are language of ILLiad
- Play in testweb first, live pages second.

Application

- Do you have any extra fields?
- Practice changing this code to a hidden field:

• Is your testweb set up? Is the webpath.txt file there?

Step 4.

START SIMPLE

Branding Pages Breakdown

- Adding headers
 - logon.html and logon2.html
 - include_header.html
 - include_header_request.html
- Adding footers
 - logon.html and logon2.html
 - include_footer.html
 - include_footer_request.html
- Other aesthetics
 - Main.css
 - Print.css

The Style Sheets

- main.css
 - - link rel="stylesheet" type="text/css"
 href="css/main.css" media="screen" />
- print.css
 - - link rel="stylesheet" type="text/css"
 href="css/print.css" media="print" />
- mobile.css
 - - link rel="stylesheet" type="text/css"
 href="css/mobile.css" media="mobile" />

ILLiad Code to Know

#ACTION	Builds a link.	<a 10"<br="" href="<#ACTION action=">form="21">">Book
#INCLUDE	Displays the contents of another file.	<pre><#INCLUDE filename="include_header_request.html" ></pre>
#PARAM	Displays a parameter value. <input column="TransactionStatus:Status" headertext="Outstanding Requests" name="Se</th></tr><tr><th>#TABLE</th><th>Displays a table.</th><th><pre><#TABLE name=" nodataaction="ShowMessageRow" nodatamessage="No Requests" type="hidden" viewoutstandingrequests"=""/>	
<#ALERTS>	Displays the Alerts list.	
#LOCALINFO	Displays a value from LocalInfo table for current NVTGC.	<pre><#LOCALINFO name="GeneralEMailAddress"></pre>

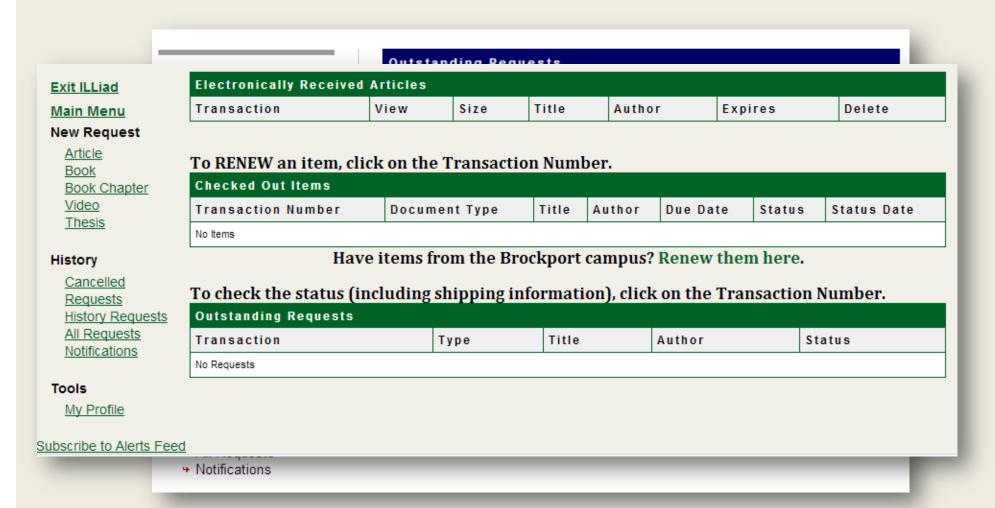
ILLiad Code to Know

#CUSTOMIZATION	Displays a value from Customization table.	Ex. Text on web: By default all users are given a delivery method of <#CUSTOMIZATION name="WebDefaultDeliveryGroup">
#Transaction	Displays a value from Transactions table.	<pre><#Transaction name="TransactionNumber"></pre>
#User	Displays a value from Users table.	<pre><#User name="Address"> Ex. Could create link to ChangeUserInformation.html from request form to update user info.</pre>

Moving the Status Line

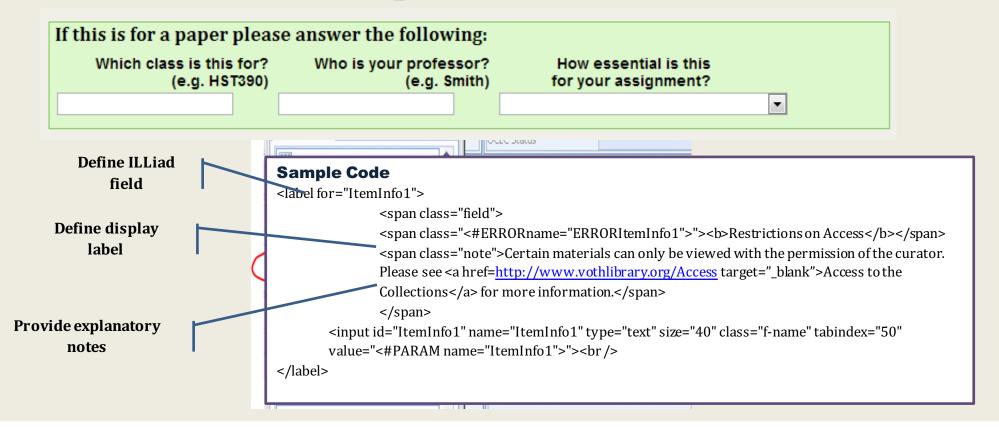
The status line code - <div
 id="status"><#STATUS></div> - can be
 moved from the include_header.html file to
 the top of request forms, transactions
 summary pages, etc.

<#TABLE> on ILLiadMainMenu.html



UserInfo 1-5 & ItemInfo 1-5

 Flexible database fields ItemInfo1-5 and UserInfo1-5 can be used in client, on web forms, and on reports.



Checkboxes

Max Cost/Pieces	
Table of Contents Requested?	Table of Contents Requested
Title/Verso Requested?	Title/Verso Page(s) Requested
Item Info 3	Bibliography Requested
Item Info 4	Accompanying Images/Plates Requested
Citation Information	

Special Instructions (check all that apply)		
Table of Contents	V	
Title/Verso Page(s)	V	
Bibliography	V	
Accompanying Images/Plates	V	

```
<h2>Special Instructions (check all that apply)</h2>
<label for="ItemInfo1">
    <span class="field">
       <span class="<#ERROR name="ERRORItemInfo1">"><b>Table of Contents</b></span><br/>br />
<input id="ItemInfo1" name="ItemInfo1" class="f-checkbox" tabindex="16" value="Table of Contents Requested" type="checkbox" <#CHECKED name="ItemInfo1" default="false">>>> />>
   </label>
   <label for="ItemInfo2">
    <span class="field">
       <span class="<#ERROR name="ERRORItemInfo2">"><b>Title/Verso Page(s)</b></span><br/>/>
<input id="ItemInfo2" name="ItemInfo2" class="f-checkbox" tabindex="18" value="Title/Verso Page(s) Requested" type="checkbox" <#CHECKED name="ItemInfo2" default="false">>><br/>> />
    </label>
    <label for="ItemInfo3">
    <span class="field">
       <span class="<#ERROR name="ERRORItemInfo3">"><b>Bibliography</b></span><br />
<input id="ItemInfo3" name="ItemInfo3" class="f-checkbox" tabindex="20" value="Bibliography Requested" type="checkbox" <#CHECKED name="ItemInfo3" default="false">>><br/>><br/>><br/>><br/>><br/>>
    </label>
   <label for="ItemInfo4">
    <span class="field">
       <span class="<#ERROR name="ERRORItemInfo4">"><b>Accompanying Images/Plates</b></span><br />
<input id="ItemInfo4" name="ItemInfo4" class="f-checkbox" tabindex="22" value="Accompanying Images/Plates Requested" type="checkbox" <#CHECKED name="ItemInfo4" default="false">>>cbr /
    </label>
```

Radio Buttons

 Radio buttons can be edited to indicate Search Method or used to customize forms

Search

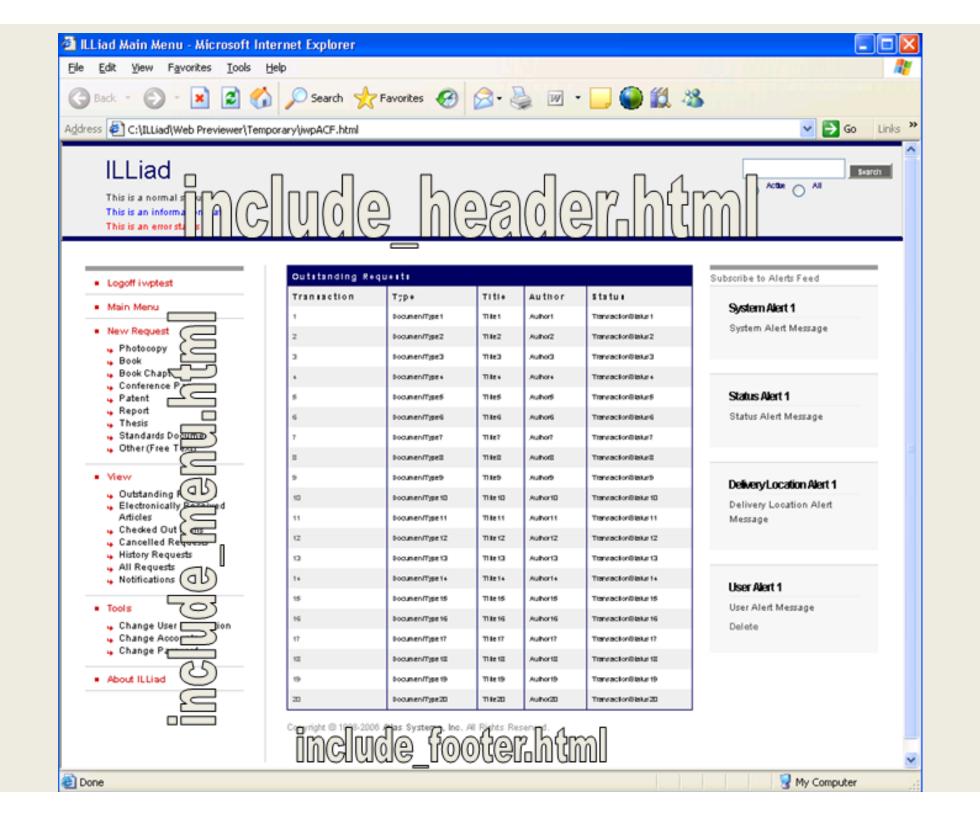
Includeheader.html

Status Specific Pages

- Can create pages for specific patron types
 - Eg. Express Delivery just for faculty
 - Copy, rename, and save the page you want to use
 - Eg. ArticleRequest-Faculty.html
 - Update include_menu to reflect the change
 - Include_menu-Faculty.html
 - » If the request options are already in the include_menu, vou'll have to replace them with the new page name
 - 1 The hyphen between the page name and the patron type is important. For multi-word patron types separated by spaces, like "Graduate Assistant", the suffix would be "-Graduate_Assistant.html", with the hyphen () in front and any spaces in the patron type replaced by underscores (_).
 - Edit the request page to reflect desired changes
 - Also can use GenericRequest pages

Includes

- You can <#INCLUDE> any piece of code you need to re-use.
- Includes can be status-specific!



* Indicates required field

Book Request

Enter information below and press the Submit Information button to send.

We are unable to fill requests for required course textbooks available at the bookstore.

*Title MCSSage-Undergraduate.html				
*Author/Editor				
Place	Publisher Call #			
Year	Edition Any edition? Yes ▼ Any lang.? No ▼			
ISBN				
*Needed by	(MM/DD/YYYY)			
Notes:	Put any information here that may help us find the item, as well as any other pertinent information.			
Which database led you to this item? Please change the Needed by date above to to due date of your paper.				
If this is for a paper please answer the following: Which class is this for? Who is your professor? How essential is this (e.g. HST390) (e.g. Smith) for your assignment?				

Application

• Spend some time planning out what you'd change on your pages if you could.

• What information could you collect in ItemInfo1-5 or UserInfo1-5?

Step 5

TOOLS OF THE TRADE

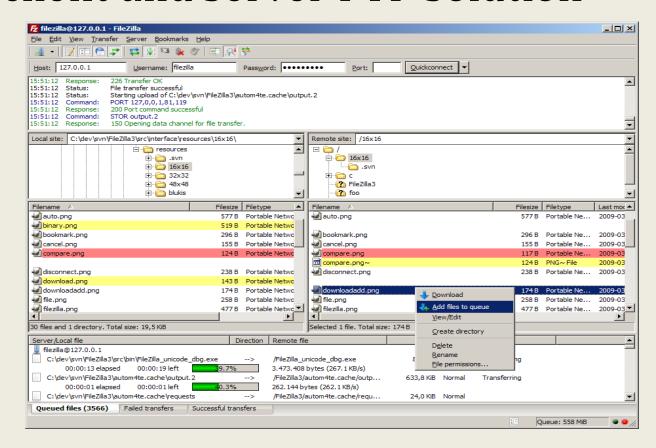
Notepad ++

- http://notepad-plus-plus.org/
- Free source code editor &

Notepad replacement

FileZilla

- http://filezilla-project.org/
- Free client and server FTP solution



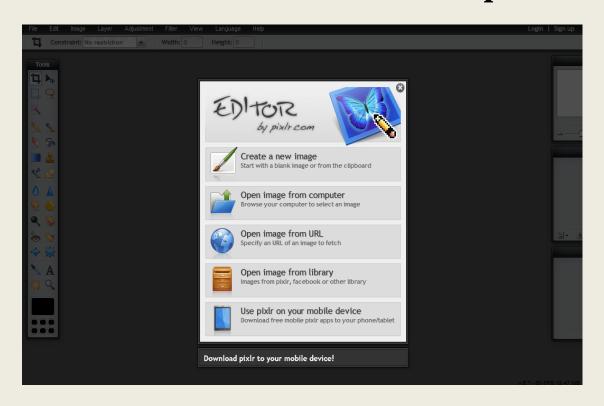
W3C Schools

- http://www.w3schools.com/
- Free tutorials in all web development technologies
- Fun and easy!



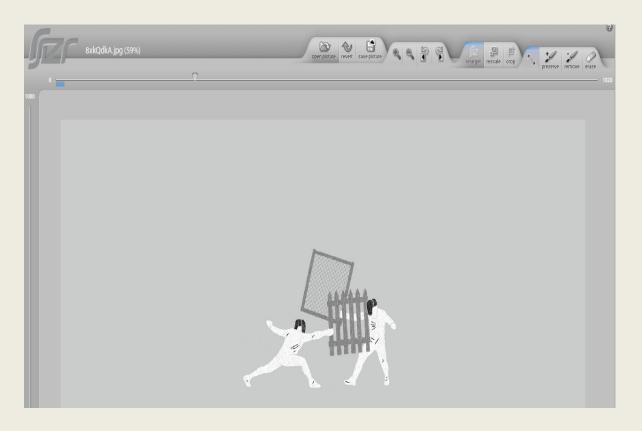
Pixlr

- http://pixlr.com/editor/
- Like a free version of Photoshop Elements



Rsizr

- http://rsizr.com/
- Resizes images



Beyond Compare

- http://www.scootersoftware.com
- Compares files and folders
- Colored views and synchronizes
- Free trial

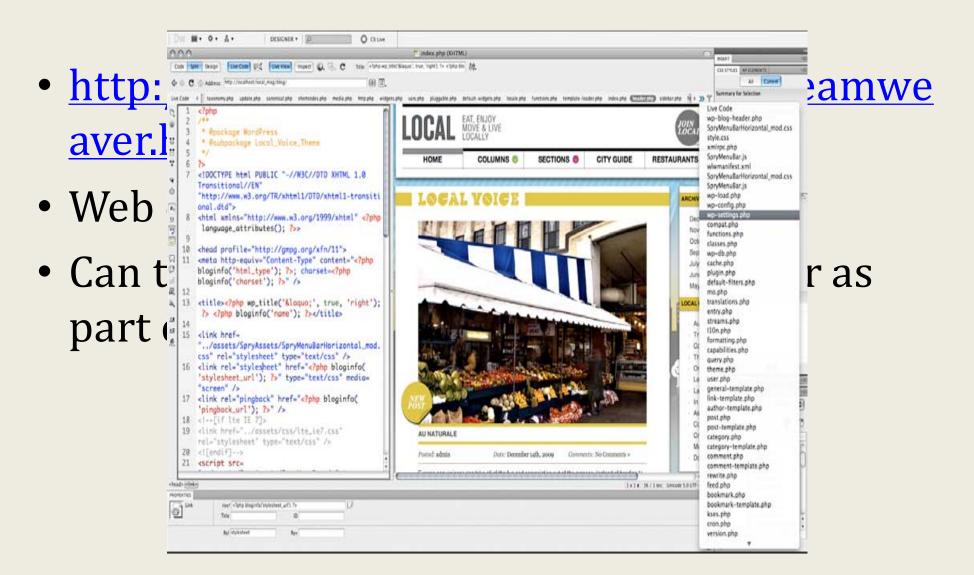
```
- D X
invite_email.php - Text Compare - Beyond Compare
Session File Edit Search View Tools Help
3/5/2008 9:34:00 PM 1,437 bytes <default> * ANSI *
                                                             11/2/2006 8:00 PM 1,545 bytes <default> * ANSI *
                $body .= "The Scooter Software team\n";
                                                                         Sbody .= "The Scooter Software team\n": .
               $body - "Thanks for signing up! Here's the link
                                                                         $body - "Thanks for signing up! Here's
               $body .= " http://www.scootersoftware.com/cirrus\
                                                                         $body .= " http://www.scootersoftware.c
                                                                         $body .= "(Your login code is $userreco
               $body .= "We appreciate you helping us with BC31\n
                                                                         $body .= "We appreciate you helping us w
               $body .= "\n";
                                                                         $body .= "\n";
                $body .= "Regards, \n";
                                                                         $body .= "Regards, \n";
               $body .= "The Scooter Software team\n";
                                                                         $body .= "The Scooter Software team\n";
            <form action="invite.php" method="post">
                                                                     <form action="invite.php" method="post">
            User ID:
                                                                     User ID:
            <?php echo $userrecord->userid?>
                                                                     <tphp echo $userrecord->userid?>
            To:
                                                                     To:
            <input name="mailto" size=50 value="<?php echo $ma
                                                                     <input name="mailto" size=50 value="<?ph .
            Subject:
                                                                     Subject:
            ctr>ctd align=right>subject:\{cta=50 uslus="/]nhn acho fr
/td\/innut asea="subject" cta=50 uslus="/]nhn acho fr
innu
/td\/innut asea="subject:\{cta=50 uslus="/]nhn acho fr
innu
                                                                     etdacionut name-"cubiect" cire-50 ualne-"chn
            Sbody .= " http://www.scootersoftware.com/cirrus\n";
            $body .= " http://www.scootersoftware.com/cirrus/index.php?id=$userrecord->userid\n";
≠ 1 difference section(s)
                               Important Difference
                                                                            Insert Load time: 0.01 sec
```

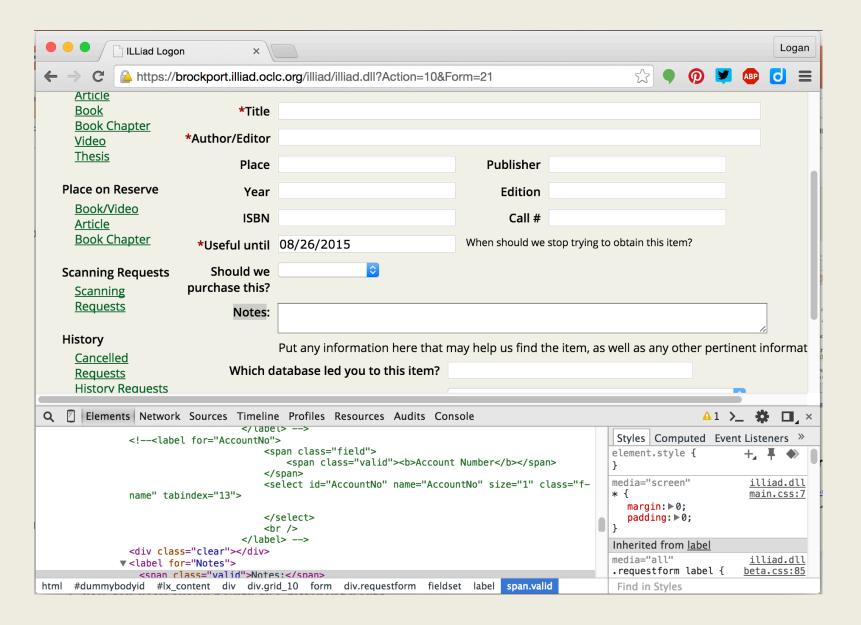
Color Cop

- http://colorcop.net/
- Free download
- Picks colors and returns hex and RGB codes



Dreamweaver





Chrome Developer Tools

- Inspect Element
- Preview Changes
- Find the right code snippet

Recap

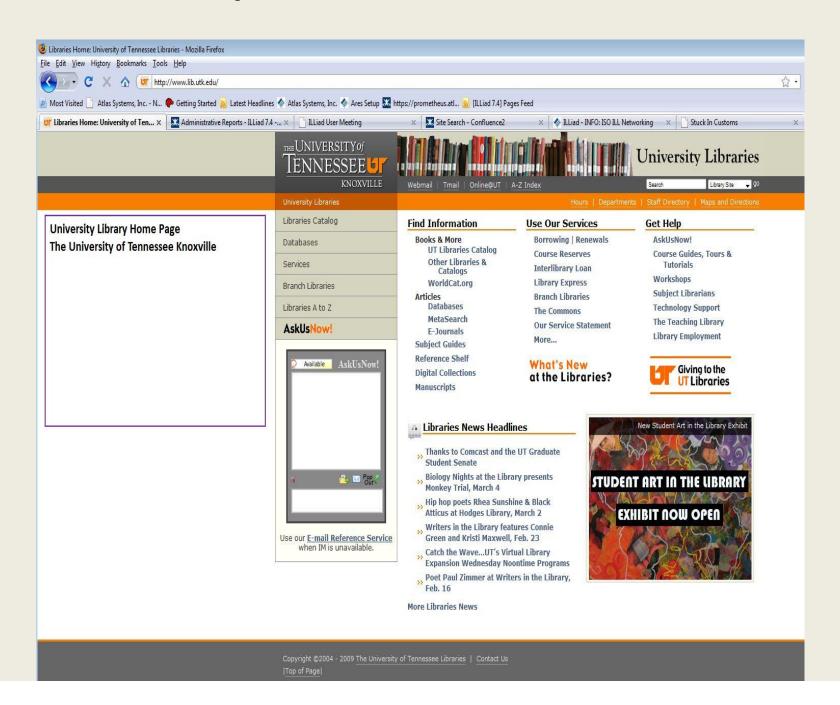
- You can play around with the different parts of the Web Pages
- There are tools that can help you.

Application

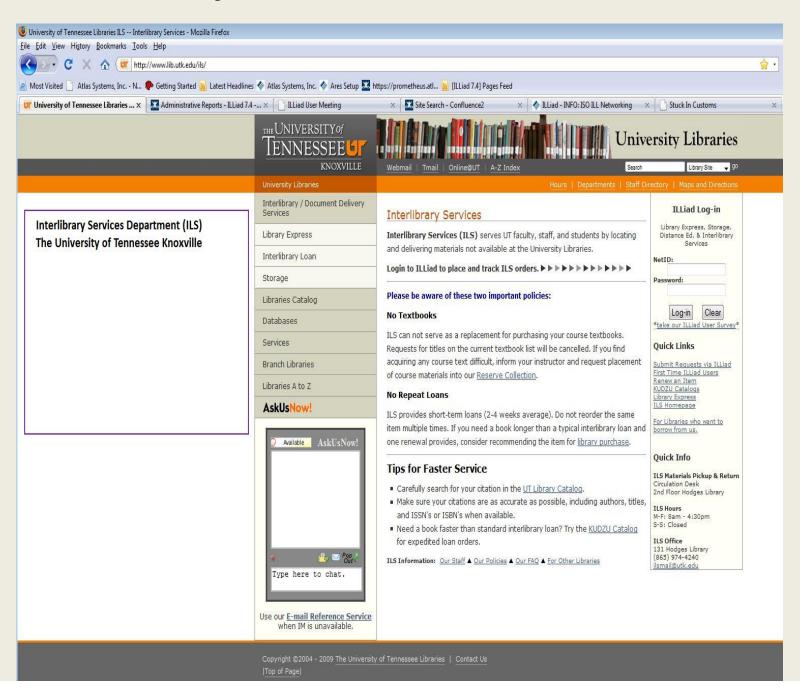
- 1. Log into your ILLiad pages on your server with Google Chrome
- 2. Use "Inspect Element" to access your page's source code.
- 3. Change colors or move code around and see what it would look like.

EXAMPLE PAGES

University of Tennessee Knoxville

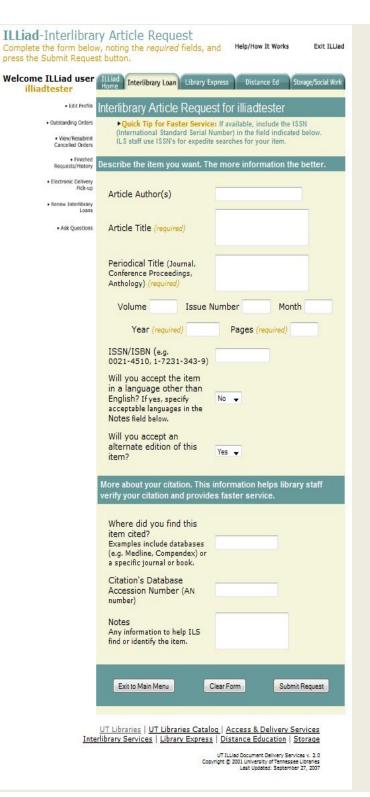


University of Tennessee Knoxville



The University of Tennessee Knoxville

ILLiad Interlibrary Article Request



The University of **Tennessee** Knoxville

ILLiad Help Interlibrary Loan

ILLiad Help - Interlibrary Loan

Scouring the globe for materials not in UT's collections.

illiadtester



Distance Ed Storage/Social Work

Exit ILLiad

What is it?: Interlibrary Loan (ILL) orders the loan or photocopy duplication of materials you can't find in UT collections.

Who can use it?: Any UT faculty, staff, or student can use ILL.

What's it cost?: No charge for transactions up to \$35. Your tuition and tax dollars at work. If an order is over \$35, you may be asked to pay the difference.

How long does it take: Average transaction time is 2 work

How does it work?:

- Interlibrary Loan -At ILLiad Home, click on the the most appropriate request type.
- -Search the catalog for what you need to make sure it's not in UT Collections, 1 out of 10 ILL requests are for materials in our collections.
- -Submit as much information as you can per each request. The more the better. Reference librarians can assist with tricky, mysterious, or incomplete citations.
- -Plan ahead. As the average turn around time is 2 work weeks, plan research accordingly.
- -In a rush or thinking of more questions? Contact Interlibrary Services (974-4240) and we'll help you out.
- Check out the ILS FAO.

How will I be notified that something's ready for pick-up or delivery?: Email!

· Edit Profile

. Outstanding Orders

· View/Resubmit Cancelled Orders

· Finished Requests/History

· Electronic Delivery

· Renew Interlibrary

· Ask Questions

Where do I get my stuff?:

- -Loans are available for pick-up at the Hodges Library 2nd Floor Circulation Desk.
- -Electronic Delivery is available by clicking on the

- -Library Express provides campus delivery of ILL materials not delivered electronically. Check out Library Express for more
- -Distance Ed services ships materials not delivered electronically. Check out Distance Ed for more information.

UT Libraries | UT Libraries Catalog | Access & Delivery Services Interlibrary Services | Library Express | Distance Education | Storage

> UT ILLIad Document Delivery Services v. 2.0 Copyright @ 2001 | University of Tennessee Libraries

University of Chicago



Library Home > Using the Library > Interlibrary Loan

Already know which service you want?

Log in:





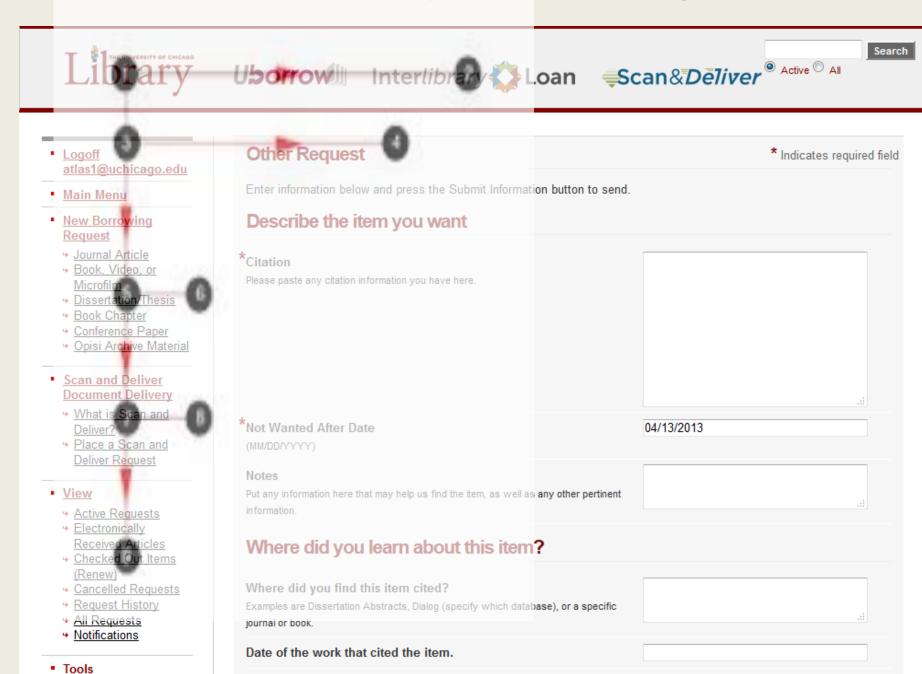


(Log in with your CNetID or UCHAD ID)

Unsure of which service to use?

Books and other media	Articles
Get it from our collections immediately : Check <u>the Catalog</u> or <u>Lens</u> .	Get it from our databases immediately: Check <u>Article databases</u> .
If not available	If not available
Get it from UBorrow libraries within 1 week. Keep it for 12 weeks:	Get it scanned from our collections within 4 business days:
U b orrow •	Scan& Deliver □

University of Chicago



Volume number of the work that cited

A Change Hear

University of Chicago









Search

- Logoff atlas1@uchicago.edu
- Main Menu
- New Borrowing Request
 - Journal Article
- Book, Video, or Microfilm
- Dissertation/Thesis
- → Book Chapter
- Conference Paper
- Opisi Archive Material
- Scan and Deliver **Document Delivery**
 - → What is Scan and Deliver?
- + Place a Scan and Deliver Request
- View
 - Active Requests
 - Electronically Received Articles
 - · Checked Out Items (Renew)
 - · Cancelled Requests
 - → Request History
 - + All Requests
 - Notifications

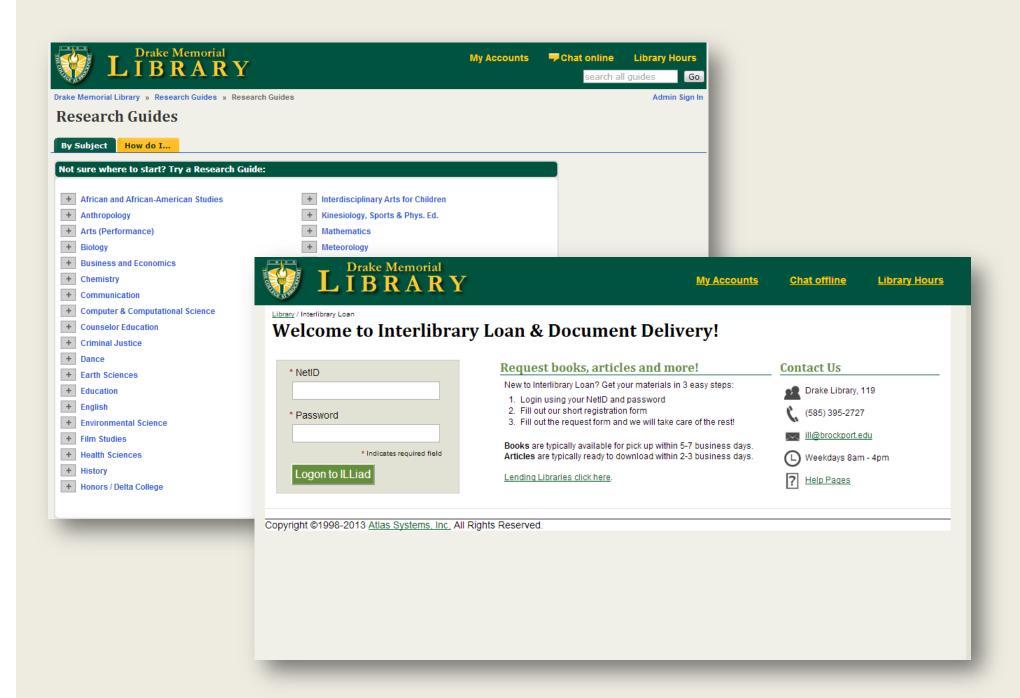
Scan and Deliver Request	* Indicates required fi
Enter information below and press the Submit Information button to send. PLEASE NOTE: Scan and Deliver is a free document delivery service exclusively for Use students and staff needing copies from material owned by our library.	niversity of Chicago faculty.
Title (Journal, Book, etc.) Please do not abbreviate unless your citation is abbreviated.	а
Volume	
Issue Number or Designation	
Month	
Year	
Inclusive Pages Please request only a single article or chapter on this form.	
ISSN/ISBN(International Standard Serial/Book Number) If given, this will speed request processing.	
Call Number	
Location	
Article/Chapter Author	
Article/Chapter Title Please request only a single article or chapter on this form.	af

University of Chicago

- Notifications
 Article/Chanter Title
- Tools
- Change User Information

al
04/13/2013
ertinent
ity Legal Counsel, the Library will not scan more tha
f the entire book) o more than 20% of a single issue)
s the making of the photocopies or other reproduction law, library and archives are authorized to furnish a to the photocopy or reproduction is not to be "used for f a user makes a request for, or later uses, a user may be liable for copyright infringement. The a copying order, if, in its judgement fulfillment of the
erve, held in the Special Collections Research es of a requested item as long as this does not
i for st

BROCKPORT'S CHANGES



L I B	e Memorial RARY	My Accounts	Ask a Librarian	<u>Library Hours</u>
Enter information below Exit ILLiad Main Menu New Request	The form below will check your citation agains 1. Fill out what you know 2. The resulting page will either give you the article, or 3. If content is not available, click "Get an electronic co	a link to the full text of the jour		
Article Book Book Chapter Video Thesis	Article Title Author(s) Journal	ISXN		
History <u>Cancelled</u> <u>Requests</u> <u>History Requests</u> <u>All Requests</u> Notifications	Volume Issue Date Pages LookUp Reset If you'd prefer, you can always proceed to the	(YYYY-MM-DD)		
Tools My Profile	Systems, Inc. All Rights Reserved.	request form.		

Article Link goes to:

https://brockport.illiad.oclc.org/illiad/illiad.dll?Action=10&Form=20&Value=ArticleLookup

4	RARY	My Accounts	Ask a Librarian Library Hours
Enter information below Exit ILLiad Main Menu New Request Article	and press the Submit Information button to s * Indicates required field Article Request Enter information below and press the Sub *Article Title		
Book Book Chapter Video Thesis	*Publication Volume Issue	Pages	
History <u>Cancelled</u> <u>Requests</u> <u>History Requests</u> All Requests	ISXN Any la	ng.? No ▼ *Needed by	(MM/DD/YYYY)
Notifications Tools My Profile	Which database led you to this item? Please change the Needed by date above	to to due date of your paper.	
	If this is for a paper please answer Which class is this for? Weight (e.g. HST390)	/ho is your professor? How es	ssential is this r assignment?
	Copyright © 2011 Atlas Systems, Inc. All F	Not necessary Useful Important I can't write my p	icel – Return to Main Menu

Exit ILLiad

Main Menu

New Request

Article
Book
Book Chapter
Video
Thesis

Place on Reserve

Book/Video Article Book Chapter

Scanning Requests

Scanning Requests

History

Cancelled Requests History Requests All Requests Notifications

Tools

My Profile

Electronically Received Articles						
Transaction	View	Size	Title	Author	Expires	Delete

To RENEW an item, click on the Transaction Number.

Checked Out It	Checked Out Items							
Transaction Number	Document Type	Title	Author	Due Date	Status	Status Date		
233436	Book	Communities of practice : learning, meaning, and identity /	Wenger, Etienne, 1952-	6/19/2013	Checked Out to Customer	5/16/2013 1:22:18 PM		
233424	Book	Fundamentals of photo composition	Comon, Paul	7/17/2013	Checked Out to Customer	6/25/2013 7:49:19 AM		
233425	Book	The fundamentals of creative photography /	Prakel, David.	7/22/2013	Checked Out to Customer	7/29/2013 8:12:17 AM		
235405	Book	Presentation zen : simple ideas on presentation design and delivery /	Reynolds, Garr.	7/30/2013	Checked Out to Customer	6/24/2013 3:55:40 PM		
235041	Book	Words at work and play : three decades in family and community life /	Heath, Shirley Brice.	8/12/2013	Checked Out to Customer	6/19/2013 12:08:11 PM		
235642	Book	Telling a research story : writing a literature review /	Feak, Christine B.	8/20/2013	Checked Out to Customer	7/29/2013 8:12:18 AM		

Have items from the Brockport campus? Renew them here.

To check the status (including shipping information), click on the Transaction Number.

Outstanding Requests						
Transaction	Type	Title	Author	Status		
236434	Article	Dummy Request. Please Charge \$24 IFM.: Dummy request. Charge \$24 IFM.		Awaiting Librarian Searching		

My Accounts

Ask a Librarian

Library Hours

Exit ILLiad

Main Menu

New Request

Article Book

Book Chapter

Video

<u>Thesis</u>

Place on Reserve

Book/Video

Article

Book Chapter

Scanning Requests

> Scanning Requests

History

Cancelled Requests

History Requests

All Requests

* 1							ired	4: - 1	_
	ın	_		-	-		rea	TIO	_
		w	UQ.			uu	II E U	111	•

Personal Document Scanning Request

Enter information below and press the Submit Information button to send.

To request an article that you need us to obtain, please use our <u>Reserves Article Request</u> or <u>Reserves Book</u>

Chapter Request form.

*Title	
Notes	Put any information here that may help us find the item, as well as any other pertinent information.

Please note: When you receive the item, the link we send is only valid for 60 days. You are advised to download the PDF and then upload the item to ANGEL.

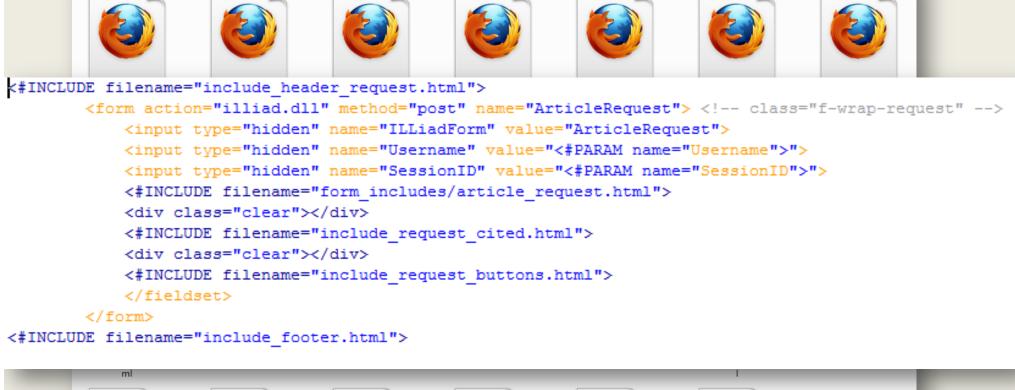
Submit Request Clear Form Cancel - Return to Main Menu



Enter information below and press the Submit Information button to send.

Exit ILLiad	* Indicates required field						
Main Menu	Physical Course Reserves Request Enter information below and press the Submit Information button to send.						
New Request							
Article	If we already have the item in the stacks, use the <u>Library Catalog</u> to search for the item.						
Book	*Title						
Book Chapter							
<u>Video</u>	*Author/Editor						
<u>Thesis</u>	Place Publisher Call #						
Place on Reserve	Year Edition Only? Yes ▼ Any lang.? No ▼						
Book/Video	*Needed by 08/28/2013 (MM/DD/YYYY)						
<u>Article</u>	102H						
Book Chapter	Notes: Put any information here that may help us find the item, as well as any other pertinent information.						
•	well as any other pertinent information.						
Scanning Requests	Course Information						
•	*Course and section (e.g. ENL112.01)						
Scanning Requests							
requests	*Semester (e.g. Fall 2010)						
History	Loan Period: N/A ▼						
Cancelled	By submitting this request, you agree that you're following copyright. Please allow up to 1 week processing time.						
Requests							
History Requests	Submit Request Clear Form Cancel - Return to Main Menu						
All Requests Notifications							
NORMAN							

form_includes folder





CHANGES IN 8.6

8.6 Changes

See <u>the documentation</u> for a step-by-step walk through

Biggest change is notifications

COMMUNICATING CHANGE

Communication is Key

• Changing your pages can cause cognitive overload and general havoc. ☺

Usability testing: All it takes is 3 people.

Plan the change and keep people in the know.

Atlas Systems Training and Custom Services

Contact:
Stephanie Spires
training@atlas-sys.com



CONCIERGE

You know what to expect when you contact the concierge at a hotel or resort—knowledge, expertise, speed, and the confidence of knowing everything is done right. Now Atlas offers ILLiad and Ares users that same level of service with Concierge.

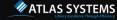
Concierge is designed to help you derive the maximum value from using Atlas software—without adding and training new library staff. An annual subscription to Concierge will give you:

- Customized care. Each library will be assigned its own concierge the person you call who knows your library and has the expertise you need when you need it.
- Implementation assistance with new ILLiad and Ares versions.
 Atlas will review new functionality with your staff, assess training needs, recommend new features for implementation, and assist with rollout activities.
- One on-site Tune-up every two years.
 Additional discounted Tune-ups are available as needed.
- Technical and editing help with Web pages, Word documents and email messages.
- Unlimited access to the online Video Training Library and live online classes.
- Coverage for ILLiad and Ares.
 As an ILLiad subscriber to
 Concierge you get help with
 Ares at no additional charge.
- Access to an online forum to communicate and discuss best practices among Concierge member libraries.

An annual subscription to Concierge is just \$4,999. Custom pricing is available for multi-library systems and/or consortia.



For more information and to subscribe to Concierge, contact sspires@atlas-sys.com



QUESTIONS & YOUR IDEAS