

# Bookmark Networking Guide

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See the Setup and Networking Guide manual for more detail.

## Network Configuration

Bookmark is installed on one PC. The folder is shared. Other Windows devices – desktops, laptops, tablets – can access Bookmark through the network.

No software is installed on workstations or laptops. Only shortcuts are required.

## Shifting Bookmark from one PC to another

Copy the Bookmark folder and all of its contents to the other computer. Installing fresh can result in loss of backups and other data such as book cover images. Nothing is in the registry.

## Internet

Whitelist the Bookmark URL so it can download and upload data to the Bookmark webserver.

<http://bookmark.central.sa.edu.au>

https can be used.

If a proxy is required, it can be entered into Bookmark in Controls > Settings > System tab.

Other addresses may also need whitelisting if Z-cataloguing and/or the SCIS API are used. See the relevant fact sheets for details.

## Host / Server Setup

- Server or workstation. Sometimes it works faster if hosted on a workstation. A VM can be used on a server but performance can be affected.
- Share the Bookmark folder.
- A workstation can act as a host for up to 20 concurrent connections.
- Use C:\Bookmark. Do not put inside Program Files. Do not install to the Desktop or Users folder. OneDrive and Share Point are useful for backups but not good for using Bookmark unless only a single user is involved.

- Recommended by Microsoft: disable write behind caching on workstations.

## **Workstations**

- A mapped drive letter is preferred to a UNC address. Drive L for "library" is suggested. *Do not map to drives A or B as the BIOS thinks they are floppy drives even if these physical drives are not present.*
- Windows 10 & 11 – all SMB1 checkboxes should be ticked in Windows Features.
- Wifi is much slower than a cable connection. Modern wifi speed is reasonable but older wifi can be poor.
- Server speed has little effect on network communication speed. Other bottlenecks can create slowness.
- All processing is done on workstations, not the server or host. Network communication speed controls how fast Bookmark works.
- The SendTo-Desktop method of creating a shortcut is preferred as drag-and-drop usually creates a UNC address and may not fill out icon properties fully.
- *Bm.exe* Main Menu used by library staff only.
- *Bmsearch.exe* Search the catalogue only. Can be multiple PC's. Webopac or CPAC are browser-based alternatives.
- *Bmcirc.exe* can be set up on workstations for only borrowing and returning. More than one can be set up.

## **User Permissions**

- Library staff require Modify or Full Control permission to use the *Main Menu* (*Bm.exe*). Bookmark creates and deletes files on-the-fly behind the scenes. The Main Menu part will fail and generate errors with Read-only or Read/Write.
- *Circulation* can work with either Modify level (preferred) or Read/Write (Change) level. Modify is preferred. It will not work with the default Read-only as data has to be saved.
- *Search* can work with any permission level.

## **Webopac**

Webopac is a browser-based search component. Used from a browser using a URL on any device that can access the network. Not required but can replace Windows Search. See the separate Webopac setup guide for instructions.

## **CPAC**

CPAC is "cloud based" and allows searching the catalogue outside the network's firewall. Library staff can work with the Bookmark help desk to set this up. Catalogue search only. No borrower data. No IT support is required apart from the Bookmark URL being whitelisted and a proxy is set if needed so data can be uploaded. See above.