Resources Management System

A Snapshot Look
BOOKMARK

Bookmark is an easy to use, comprehensive library and resources management system specifically designed for schools with small to medium size collections.

Bookmark has been designed by experienced educators and teacher-librarians.

Bookmark users include:

• primary and junior-primary schools
• secondary schools
• area and school/community libraries
• shared area resource centres
• small public libraries
• toy libraries
• video and computer games agencies
• equipment resource centres
• technical & specialised libraries
• government institutions
• companies
• law firms
• churches & clubs
• many others

Bookmark has unique design features for use in primary schools -- loans, returns, reservations and searches are designed for use by children with little or no supervision. There are special security provisions which can be turned on or off.

Despite its design brief, Bookmark has proven powerful enough for successful use in secondary and area schools with large libraries and resource centres, and in many non-school library, equipment and resource centres.

Bookmark is extremely easy to install. Users with no knowledge of computers successfully install and learn to operate Bookmark without training -- a real confidence booster!

In most cases, changing to Bookmark from an existing library automation system is done by migrating data. The same barcode labels can be used.

“Bookmark Automated Resource Management System is probably the best value for dollar in library automation available in Australia today. I say this advisedly, having worked with or reviewed half a dozen such systems in the last few years.”

- Chris Pratt, “New Librarian”.

Comments from users:

Bookmark is the system I use and we have around 570 students this year. The new upgrade has lots of new features...still getting use to everything. The manuals are included via one of the tabs and do get updated as does the programme quite regularly. Bookmark was designed particularly for school staff and students to use so is very easy - much more intuitive than my previous system. It is a breeze to change things like due dates for items and borrowers - all on one screen, just highlight a date and re-type. Same for creating locations, status and item types. You can have multiple windows of even the same tab open at once. So, for example with cataloguing I can have one window open with an existing item in and open another cataloguing window for checking another item against it. Especially helpful with global changes as you can see if it has worked okay for one item before altering all. The support is simply fantastic. I'm very happy with it."
"We switched from Microfusion many many years ago to Bookmark and have no regrets. The system is extremely 'user friendly'. The best thing with Bookmark is that the service and support are second to none. It is amazing!!! We are a small school (110 students) but I believe the system is just as capable in large schools as well."

"I worked at three different schools (now at two schools) who all converted their existing LMS to Bookmark. The support team at Bookmark are fantastic and will help you every step of the way with the conversion. I love Bookmark, it is very user friendly, teachers and students find it really easy to use and like it. The students use the search module (Opac) much more than they did with the other systems. You can produce many different reports, especially the ones you need for auditing which is one of the reasons why the schools I work at changed systems. There is quite a choice of different switches so you can tailor make Bookmark to your needs. The support at Bookmark is fantastic. They will guide you step by step with any queries or problems you have. If they are busy and leave a message they normally get back to you the same day!!!! Lastly the price of their system and their annual support was much cheaper than other LMS I researched at the time (three years ago) but I do not feel I am missing out on anything."

"We are a District High School with 250 students and 40 staff. I find Bookmark does everything we need it to.
Pros: There is always someone at the end of the phone or email to answer any queries straight away. It is very reasonably priced compared to anything else I have looked at. I love the new upgraded system
Cons: None."

"We migrated from our previous library system to Bookmark 10 at the end of last year and it has been very successful for us in a large primary school (700 students). The migration was painless, and now students and staff can use the system independently and we have finally been able to do an easy stocktake! We have also been able to incorporate into the database all of the digital resources we already held (including video/film through TV4Education) so that classes can just click to view from Bookmark on any computer in the school. The new enhancement allows us to provide online databases even to our ipads and offsite. There are no features that we need that are not available. Any glitches questions are responded to quickly and in person!"

"I have used Bookmark for the last 11 years and love it. The program is very simple to use, but still provides enough options to cope with all the needs of our school. We have a collection of about 20,000+ items, with a variety of different locations, item types and restriction codes e.g. Staff and Senior fiction. The school has 350 students (K-6) and about 30 staff. The help desk is based in South Australia and is very helpful, plus the fees are very inexpensive compared to other LMS providers. I have used several other programs and find bookmark far easier to navigate than any of them. The library search program that students access is very simple for them to use."

"Bookmark it does all I need it to and more. We have approximately 450 borrowers and 36,000 items, and Bookmark is capable of catering to higher numbers of both. Generating reports, lists, overdues ... all info is easily accessible and very user-friendly. The Help Desk is prompt and efficient. We also receive regular updates."
BOOKMARK IN AUSTRALIA

Bookmark is a product of the South Australian state government Department of Education and Childrens Services (DECD). The Bookmark effort operates on a cost-recovery basis within the Department.

Over 2,100 schools across Australia use Bookmark. In addition, over four hundred public libraries, businesses, churches, organizations, clubs and government organizations use Bookmark in Australian and in 26 other countries.

Bookmark is:
• Excellent value – very affordable
• Reliable and robust
• Less complex and very easy to use and easy to learn to use
• Operates on computers and networks commonly found in schools
• Designed to be integrated into school-wide plans for technology
• Responsive to user needs and requests; Bookmark is continually improved and updated
OVERVIEW

Bookmark operates on computers that use or can emulate the Windows operating system, and the Webopac and CPAC search modules can work on any operating system including Macintosh, iPad, Android and Linux.

Bookmark is automatically “network aware” and can be used on local area networks and institution-wide networks.

The generous site license is included in the price -- single purchase of Bookmark entitles use on as many computers as required within the single institution. Hardware configurations can start small and be expanded with time.

All of Bookmark’s major modules are linked via a Main Menu, which is available in three different formats. Access to sensitive areas is controlled by user-definable passwords.

Screen displays:-
• take advantage of colour (user adjustable)
• are clear and uncluttered, carefully designed and avoid computer jargon
• are easy to understand and follow
• built-in manuals and fact sheets
CATALOGUING

- Simple, easy to use
- All data entry for each copy on one screen
- One-step creation of multiple copies via title search or barcode
- Simple entry of bulk multiple copies – e.g. textbooks, dictionaries, etc.
- System wide global data change of all fields
- Download MARC records from SCIS, ABN, TROV or other sources
- Book cover images
- Authority files for authors, series, subjects, publishers and places, collection and supplier.
- See and See Also references in authority files, including importing the SCIS authorities.
- Grouping many items together for loan, return and / or stocktaking by a single barcode
- Global change on all fields
- No limits to the size of data – all lines scroll left/right and multi-line fields like Subjects and Notes, up and down.
- URL can be any electronic resource – website, e-book, document, powerpoint, media on the local network or Internet.
- Automatic updating of the SA Premier’s Reading Challenge booklists plus tagging of items in your catalogue

Cataloguing is flexible and does not force a particular style. It is therefore adaptable to meet a wide variety of cataloguing and data storage needs.
CIRCULATION

Bookmark’s Circulation module is unique among library automation systems as it is designed for use by students so they can self-issue their own loans, returns and reservations.

The degree of freedom students have to do these tasks is controlled through a large set of customizing ‘switches’ and optional passwords. Either a barcode reader or keyboard can be used.

- Simple design so primary age children can issue their own loans.
- Clean, uncluttered display
- Comprehensive borrower privacy controls which can be activated as needed
- Turn on/off various controls. Password other controls or leave unpassworded.
- Quickly view and print out items on loan and histories.
- Issue an overdue notice directly from loans
- Book covers displayed when borrowing and returning
- Make reservations from the Loans screen or from Search
- Custom sound effects
BORROWERS

- Manually enter or quickly import borrowers from school office administration systems
- Print class lists of barcodes. Photos optional.
- Student photos can appear in loans.
- Student ID cards can be used.
- Unlimited number of classes and levels.
- 100 borrower type categories to control due dates and other aspects
- Comprehensive reports on loan activity and histories
SEARCHING (OPAC)

• Very easy to use – designed for primary and younger children as well as older students
• Different styles of Search screens available, including custom, set by library staff.
• Touch-screen friendly
• Choice of presentation styles
• Boolean style word searches – And, Or, Not. Energy and Solar not Nuclear
• Truncated word searches – Dra*
• Search for phrases using double quotes – "Big Black Cat" and use brackets
• Fuzzy logic – a search for Otters also finds Otter.
• Control font size for different groups of users
• Both Windows and Browser-style (Webopac) search modules. Launch from a desktop icon or go online.
• Use on as many computers in the school as required.
• Launch to websites, e-books and other electronic resources directly from a search
STOCKTAKING

- Fast, easy to use
- Stocktake all or part of the collection
- Use standard, cordless, portable barcode readers
- Import lists of barcodes saved to a file using a laptop
- Reports include missing items and financial summary

REPORTS

- One of the most comprehensive, excellent reporting systems available.
- Complete item and borrower searches cover all fields
- Extended Boolean comparisons
- Large number of built-in reports for the catalogue, borrowers, circulation history and general statistics
- Financial summary reports
- Custom queries and custom reports which can be saved for re-use
- Borrower history lists
- Locate and list the most popular items borrowed by any group and/or year level and/or gender
SUPPORT

• Excellent, proven support
• Low cost
• User groups established in several states
• Email listserv
• Responsive, quick, immediate
• 1800 free-call number
• Newsletters
• Free software updates
• Excellent software design has proven to require less support than other, more complex systems
• Manuals and fact sheets built into the software

TRAINING

• Training courses are available in Adelaide, Perth and Victoria.
• Introductory and Advanced.
• On-site training available in SA and WA.
• Low cost
COMPUTER HARDWARE AND NETWORKING

• The library staff's main program and Circulation operate on standard computers using Windows XP, Windows 7, 8, 10 and Server (2003 onwards).

• At minimum of 2Gb of RAM is required but more is preferred.

• Either 32 or 64-bit versions.

• Works on Windows tablets, such as the Surface Pro.

• Also works on Macintosh computers equipped with Windows emulators such as VMWare Fusion.

• The Webopac and CPAC search modules also work on standard Macintosh, iPad, Android (Smartphone) and Linux operating systems through normal borrowers.

• Use CD-ROMs, databases, word processors and any other software on the same computers.

Networks

• Works on standard networks.

• Installed on one host computer and shared.

• Workstations use short-cut links back to the shared host location.

• No software is installed on any workstations – only on the host.

• Easy updating via the Internet.

• No limit to the number of served workstations other than that imposed by Windows itself.

• Circulation and Search can be launched from their own icons on workstations independent of the main program.

Barcode Reader

• Any standard keyboard wedge reader connected via a USB port or Bluetooth wireless can be used.

A variety of scanner-type barcode readers are available, including standard, portable and wireless.
Barcode labels

- Barcode labels can be ordered or printed.

Internet access

- Bookmark requires access to the Internet for updating purposes.
- The Bookmark Webopac module uses its own webserver software and does not rely on IIS, Apache or any other webserver.

Data Migration from Other Library Systems

- Data from other library systems can be converted to Bookmark
- The same barcodes can continue to be used
- Quality data migration service
- Systems that have been converted include eLibrary, vLibrary, Oliver, Alice, Informatif, Amlib, Athena, Destiny, Aims, Bibliotech, Horizon, PC School, Metamarc, Mac n Library, MacSchool, Dynix, Oasis, Sircat and others.