



Department of Education,
And Children's Services

BOOK MARK NEWS

To: The Librarian

From: Bookmark, Technology & Knowledge Management, GPO Box 1152, Adelaide, SA 5001
ph (08)8226-1541, fax (08)8410-2856
internet e-mail: Hodgson.Dean@saugov.sa.gov.au or Mitchell.Marion@saugov.sa.gov.au

Issue 32: July 2006

Courier R11/12
ABN 60 168 401 578
website: www.nexus.edu.au/bookmark/

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Databank reminders were posted and many have been received. Thank you to all for their positive feedback. If there is any puzzlement over received reports give the Help desk a call for clarification.

Bookmark 9.2.32

You can now place a reservation against items *with a status of 1*. The switch to permit this is located in System Controls, Other Switches. Default is OFF. This switch affects Bookmark Circulation, WinCirc, PAW and WebOPAC but not Public Access (DOS). WinCirc also has its own switch for this feature, too.

If you have been getting a start of month message every morning this bug has now been corrected.

You can now update Wincirc and PAW from within Bookmark in <9>Utilities <3>Update modules, but this option only works if you

use all three programs from one single Bookmark folder.

Wincirc 1.10

In addition to the switch (checkbox) to place reservations against Status 1 items, there is an added facility to swap the order of reservations. It works similarly to that in Bookmark, and can be found in WinCirc's Controls, Reservation List.

An error was corrected in WinCirc that caused the program to crash if the "alert previous loan" switch was ON and an item had multiple copies.

In the Pipeline...

Nearing completion is the new WebOPAC system for Bookmark. WebOPAC is an online search system. The controls section of this program has been rewritten so that it is easier to use.

An announcement via the Bookmark online talklist and the Bookmark website will be made when WebOPAC is finally available. Price has yet to be determined. Pre-release information can be found at <http://www.nexus.edu.au/bookmark/webopac.htm>.

Thanks to those who responded to the recent call for comments on the talklist about the combination search in the WebOPAC. Your input was appreciated.

Interesting sites

<http://www.icdlbooks.org>

International Children's Digital library is an interesting concept. Patience is required when playing with this site, but I can see Helen Hawkins in front of her interactive whiteboard quite happily. This site has many books in different languages too.

<http://www.nla.gov.au/nlp/>

This outlines the progress on a National Licensing Proposal to make full text electronic resources available. There is a school library representative on the reference group.

From the Help Desk

Homework for this term

How many leftover quick entries are in your system??? Go to <6> Reports & stats <1> Complex item search. Press the letter L, then press the equals signs, then type in 37 and press enter. Then press S to start search. Press enter when it asks you to put in a range of numbers. Press enter when you have to choose all copies. Put it into barcode order by pressing enter. How many are there? Do you know where they are? Good luck with this one.

Linking

Many users are confused about linking. The *only* purpose for linking books is to connect related copies for reservations and statistical purposes. If two copies of the same book are linked, the copy returned in the first instance will be the one placed on hold for the person. If the books are not linked, the user will have to wait for the specific copy against which the reservation was specifically made.

It is not obligatory to link all copies. For instance, if there is one copy in the reference section that will never be lent, do not link this one to the other copies as it will not be possible to make a reservation against the others. The downside of this is that the book will be listed twice in a search.

Incorrect linking can mess up reservations. Do not link different versions of the same book – e.g. one copy is a big book and the other isn't.

This also applies to perhaps different editions – e.g. of a mathematics or economics book. Do not link the separately catalogued copy of the book and the CD as the user will want either the book or the CD and if the wrong one comes back first it will cause confusion.

Linking would work for the hardback and paperback editions of the same book, providing that the reader wants the first one available in these circumstances.

"How many reports can Bookmark generate?"

As part of the redevelopment of Bookmark, every single possible printout was generated from Bookmark, PAW and WinCirc. The total was nearly 150 different individual types of printouts (or "reports").

Barcode readers

The prices of barcode readers available from Dataman have gone down. The standard scanner is now \$148.50 incl GST. Postage and handling is extra.

The Cipher 1067M portable reader has now ceased production and there are only about 50 remaining for sale. The 3 year warranty on these will still stand as Cipher have held back a certain quantity to cover their obligations. \$544.50 is the price on the last 50 scanners.

The 1166 wireless-portable model is \$825.00 inc GST, and the 1266 model is \$984.50 incl. GST.

Dataman's phone number is 08 8322 7675, fax is 08 8322 7288, email is bmbarcod@bigpond.net.au

Barcodes -- Tech talk!!!

Speaking of barcode readers...and how they work.

Barcodes are like a printed version of Morse code. There are a number of different symbologies or types of barcodes and the scanner or reader is set to the resolution to suit the particular symbology. The symbologies used by most Bookmark barcodes are code 39 or code 128 standards. (ISBNs use EAN 13)

The photodiode inside the reader measures the intensity of light, and depending on the type of reader, reads the absorbed colour of the light and the reflected light (the white spaces) to generate a voltage waveform that is interpreted by the scanner and transmitted to the computer through the keyboard. This information is for keyboard wedge type barcode readers. Serial readers (not used by Bookmark) interpret the waveforms through their own software.

Dataman has a factsheet posted to the downloads section of the Bookmark webpage for information about the correct scanner to use.

Dataman's other posted factsheet on our webpage is a programming sheet to allow users to adjust the scan mode of their Cipher scanners. This may prove useful for those who do not like squeezing buttons all the time. Because it has barcodes on it you will need a good printer to print it out and still allow the labels to work.

There is also a downloadable factsheet which shows the mathematics involved in check sum digits. The front of the manual has a basic explanation about the numbers on the barcodes. Other factsheets available, upon application to the help desk, cover the operation of the portable barcode readers.

What to do if your barcode reader doesn't seem to be working.

If the number flashes through wherever you are using it, see if it works when you type in the number. If it doesn't (assuming you know whether or not you have set the <4>manual circulation typing code in System controls <3>Passwords), check your allocated space or your barcode label specifications.

If the number doesn't even appear briefly, go to <9>Utilities <D>DOS command and scan a barcode and see if the number appears on the screen. It will say bad command or file name, but if the number actually appears exactly as on the barcode itself, it is either a program problem or a label problem. Ring the Help desk.

If the number doesn't appear correctly on the screen, the reader has a problem, either mechanically or in the settings. It is important that you keep the manual provided with the reader so that the settings can be re-entered by scanning the labels stored in it. This is a technical job. Call the provider of the reader for assistance.

Acquiring Barcodes - 2 options

1. *You can order printed barcodes* from Dataman or Leigh Mardon or wherever else you choose. If you are ordering numbers past your allocated space, you will also have to extend your allocated space in <9> Utilities <6> Change allocated space.

Fill in the form that comes with this newsletter to order more labels and fax it through to the selected supplier or to the Bookmark Help desk, from which it will be forwarded.

If you wish to fill in the unused numbers within your allocated space you can send a file with a list of the numbers on it. Go to <4> Cataloguing <5> Special item lists <2> Export barcode labels, answering the questions along the way. (The only tricky question is the type of export.) Choose <1> for unused barcode labels.

You can then email or post the disk to the supplier.

2. *Or you can make your own....*

The requirements for this are a laser printer, installing the font Free3of9.ttf from the Bookmark subdirectory into the Windows Fonts folder, and blank sheets of labels (available from Dataman at \$45.00 a box+GST+p&h).

For Bookmark to be able to print labels, a special barcode font must be installed on the computer from which you are printing.

Installing the barcode font is not difficult if you have the necessary login permissions on your computer, but any tech should be able to do it. There is a fact sheet on the Bookmark website that can assist beginners.

Once the barcode font is installed, go to <5> Borrower control or <9>Utilities Print barcode labels, or <4>Cataloguing <5>Special item lists <5> Print out barcode labels. Check that <5> the page layout is ok, and after that, go for it. Once again you must answer questions along the way, but it should work well.

The favourite of many users is to print out the class list of borrowers (with barcodes). Another use is to make barcodes of your passwords, so that you can attach it somewhere handy eg your name tag and the children will not be easily able to guess your passwords as they can't see what you type.....

South Australian user group information

Mid North user group meets at Crystal Brook PS on week 4 of the term. Co-ordinator; Annette Clarke (86 36 2134)

Western user group meets in week 5 on Monday at different locations at 3.45pm. Rosary School. Julie's new library!!!! on 13th November
Co-ordinator Julie Haar. Rosary (8344 4077)

Northern user group meets on Wednesdays of week 5 & 6 at 2.00pm. Gawler East PS on 30th August***Please note changed week of term for term 3****. Usually week 5. Joint meeting with Kapunda group
Co-ordinator ; Chris Bosworth (8255 2908)

Southern user group meets in week 6 on Tuesday at 1.00pm for 1.30 start. Christies Beach PS on 29th August
Co-ordinator ; Keith Greenlees (8327 0232)

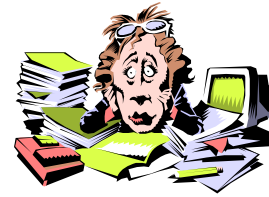
Eastern user group meets in week 7 on Wednesdays at 2.00pm. Burnside PS on 6th September
Co-ordinator ; Helen Smith (8262 1599)

Queensland users group meetings

Brisbane Northside is St Kevin's Geebung on 29th August 2006 and Brisbane South is to be advised

Contact Rhonda Willmet (07 3369 3571) for more details.

Training



Courses may be deferred if there are insufficient numbers in attendance. An invoice will be sent after attending the course. Additional courses can be arranged if enough people join the waiting lists, and they are posted on the Bookmark website in the Training section. A limited number of country courses can be organized if there is enough demand and there is a host school. Please contact Lyn Foster for more details. (08 8226 1533)

WA courses

Courses are held at the School of Distance and Isolated Education at Leederville. *WA Introductory*
Friday 3rd November 2006 (term 4)
WA Advanced
Monday 6th November 2006 (term 4)

SA courses

Held at Tech School of Future, Hindmarsh.
SA Introductory
Friday 3rd November 2006 (*Term 4*)
SA Advanced
Friday 10th November 2006 (*Term 4*)
SA update seminar
Friday 8th September 2006 (*Term 2*) (**Full**)
Another seminar may be held later in the year.

Bookmark Distance Workshops

Distance education workshops are available from Rhonda Willmet at Interpersonal Dynamics, (info@ipdynamics.com.au)
Phone (07) 3369 3571: Fax (07) 3367 2930
Rhonda has also written the excellent *Looking at Public Access*, which has a student book and a teacher book, and can be used to teach students how to use public access in either Bookmark or Public Access for Windows.

This newsletter is written and edited by Marion Mitchell , Lyn foster and Dean Hodgson