Bookmark update 10.9.11

July 2026

Update 10.9.11 (577)

The latest update of Bookmark – version 10.9.11 (build 577) – is now available.

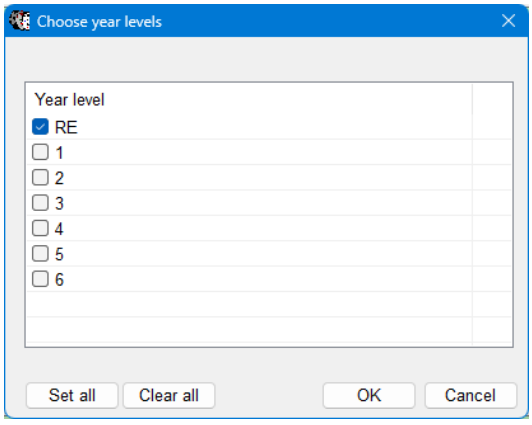
- Z-cataloguing from Open Library
- Online cataloguing
- Automatic update
- Monthly cloud backup
- Many corrections and fixes

All Bookmark users are urged to update to 10.9.11 as soon as possible.

Importing Selected Year Levels

Student data from office systems like EMS, One School, and CASES can be rapidly imported into Bookmark. It is a fast and easy way to update classes, year levels, and to add new students. A new checkbox allows limiting the students to be imported to specific year levels. This can, for example, assist with mid-year intakes.

Open Borrowers. Click on Rollover then Import Borrowers. The checkbox is "Limit import to specific year levels." Tick this if you do not want to import all students. After opening the file, a new popup list appears.



More than one level can be ticked.

Z-Cataloguing

Z-Cataloguing is a fast, easy way to rapidly catalogue. Books can be catalogued in a minute or two.

Z-Cataloguing works by downloading data from online sources. It can be any z39.50 source. SCIS and the U.S. Library of Congress (LOC) are automatically included. Other sources can be added to the list. The SCIS API can be used as well – an alternative if z39.50 is blocked.

LOC is free and available to all Bookmark users. SCIS requires a subscription. LOC uses adult cataloguing for subject headings, whereas SCIS provides school-oriented headings. A SCIS subscription is well worth the price, but free sources can help, too.

Z-Cataloguing is now turned on by default. If you do not wish to use this time-saving feature, open Settings, click on Cataloguing then on the Z-Cataloguing tab. Remove the tick next to Use z39.50 and close to save the change. If left on and not used, it will not interfere with anything else.

See the Z-Cataloguing fact sheet for more information.

Open Library

Open Library (OL) is an online library with records of millions of books.

The Open Library URL is https://openlibrary.org/

The Wikipedia entry is https://en.wikipedia.org/wiki/Open_Library

Open Library provides an additional source of cataloguing data that Bookmark can download. It is part of Z-Cataloguing. Like the U.S. Library of Congress (LOC), OL is available to all Bookmark users free without a subscription or registration required.

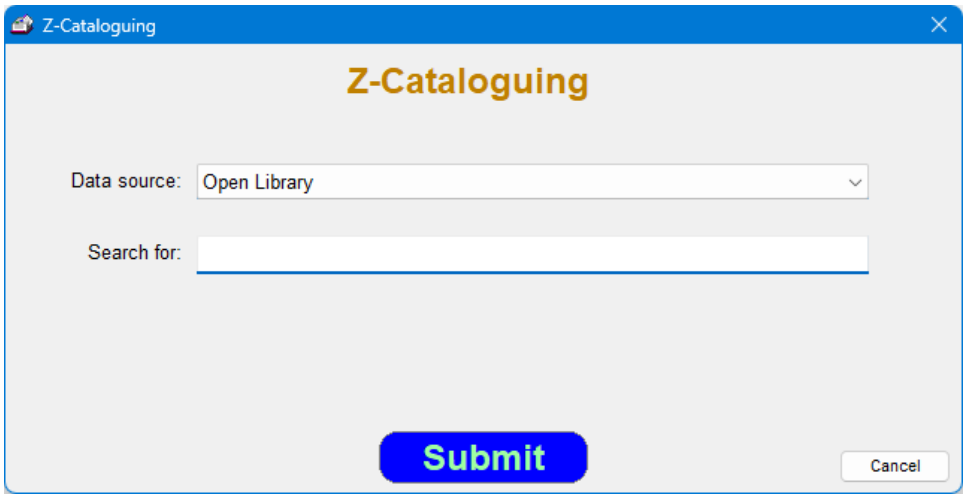
(Note: the National Library of Australia / TROVE now requires registration and has been removed from the default Z-cataloguing list. It can be added if a user registers and adds credentials in Settings.)

(Note: Open Library and LOC do not provide school-specific subject headings. SCIS is the best source. Schools are recommended to use SCIS to obtain cataloguing data, although they can use other sources if needed.)

Technical note: the Open Library URL can be blocked by network policies. It will not work if blocked. Whitelist for both upload and download to allow.

Use
Open Cataloguing then AddEdit Items. Enter a new item's number or barcode as if you are going to catalogue it.

Click on the Z-Cataloguing button at the top.



In the popup, set the "Data Source" to Open Library.

In "Search for", enter an ISBN or type a word or words from a title. Click on Submit or press Enter.

Schools with access or subscriptions to SCIS should use that source as the cataloguing – especially subjects - is far more "school relevant" than LOC or OL.

After downloading a record, some adjustment may be required before saving. OL does not provide MARC format records like SCIS and LOC. Multiple editions can be combined on one line. Subjects, publishers, publishing years, and other data can be grouped together.

Open Library provides book cover images when using Z-Cataloguing.

Mass Downloading Book Cover Images

Image files can be mass-downloaded. It is a good way to “top up” or get new images.

Open Cataloguing.
Click on Cover Images.
2 – Download Covers

These functions try to download cover image files based on ISBNs of items with no covers.

Source 1 is by far the fastest and a good first try. It comes from the pool of over 270,000 book cover images uploaded by Bookmark users over the years to the CPAC webserver. They are used for CPAC searches and sending overdue notice emails.

Sources 2 and 3 download much slower but can provide additional image files. (Source 3 is Open Library.)

To contribute to the community pool of image files, Cataloguing > Cover Images > 3 – Upload Covers to CPAC. This is also needed to send overdue notices via email.

New Report

A new Catalogue Report has been added.

“Printout with covers and barcodes”.

The school that requested this report has catalogued over 200 cuddly “Reading buddies” that can be borrowed. This report generates sheets that can be inserted into a folder.



Automatic Updating

Bookmark can be set to automatically update when a new "build" becomes available.

Bookmark updates are announced when several changes have accumulated, or a major new feature has been added. In between, builds may occur with the same version number. Builds may have minor changes, corrections, or additions.

By default, automatic updating is turned off. To activate, open Settings. Click on General then on the System tab. Tick the checkbox "Automatic update" at the bottom.

Automatic Cloud Backups

Data backups "to the cloud" are an excellent off-network backup.

To make a manual cloud backup, open Utilities then Backup then Start. Click on the Cloud line then Go then Start.

Two types of automatic cloud backups:

1. Utilities > Backup > Backup Settings > Set Automatic Backup Times. This allows specifying the days and time of day when to make a cloud backup. If no time is set, Bookmark runs the cloud backup when it is first opened.

2. Utilities > Backup > Backup Settings. Monthly Cloud Backup. If this is checked, Bookmark will automatically do a cloud backup if one has not been done for at least the last 30 days. This is in addition to the above, even if that is set. If a cloud backup has been made during the last 4 weeks, then it is not repeated. This function is active by default. To deactivate, remove the tick and close.

Cloud backups compliment normal backups to external devices such as USB flashdrives or external drives or OneDrive, but do not replace them.

Making a cloud backup once a week or once a fortnight is recommended.

Deleting Old Backups

Bookmark always makes a backup to its own folder first before copying it to the destination.

It also makes a backup in the morning, every day for one month, before recycling.

Dozens of large backups accumulate in the Bookmark folder on its drive.

A few years ago, the backup format was changed from LZH to ZIP. Old LZH format backup files may still exist in the folder. They appear when testing backups or restoring from Bookmark's location (its folder). Except for annual backups, they do not have to be kept.

Most modern drives can store so much data that all these backup files do not pose a problem. They usually go unnoticed. Old backups hang around. While you can keep the old backups safely, they can be deleted, reducing the size of the backup list and freeing space on the drive.

To remove them, open Utilities and click on Backup. Click on "Delete a backup".

Select the location where the backups are stored. To removed backups in Bookmark's location, click on the last line to highlight. Then click OK.

A list of all backups in Bookmark's folder is shown. Note the dates column.

To delete one backup, click to highlight then click OK.

To delete many backups at the same time, hold down the CTRL key and click on each one to highlight then OK.

The old LZH format daily and monthly backups do not have to be kept. Annual backups should be kept but other old ones can be removed. Older ZIP and 7z format backups can be removed, too. (Cloud backups are all 7z format and there is usually only one.)

There is no set rule as to how long backups should be kept, and there is no penalty either.

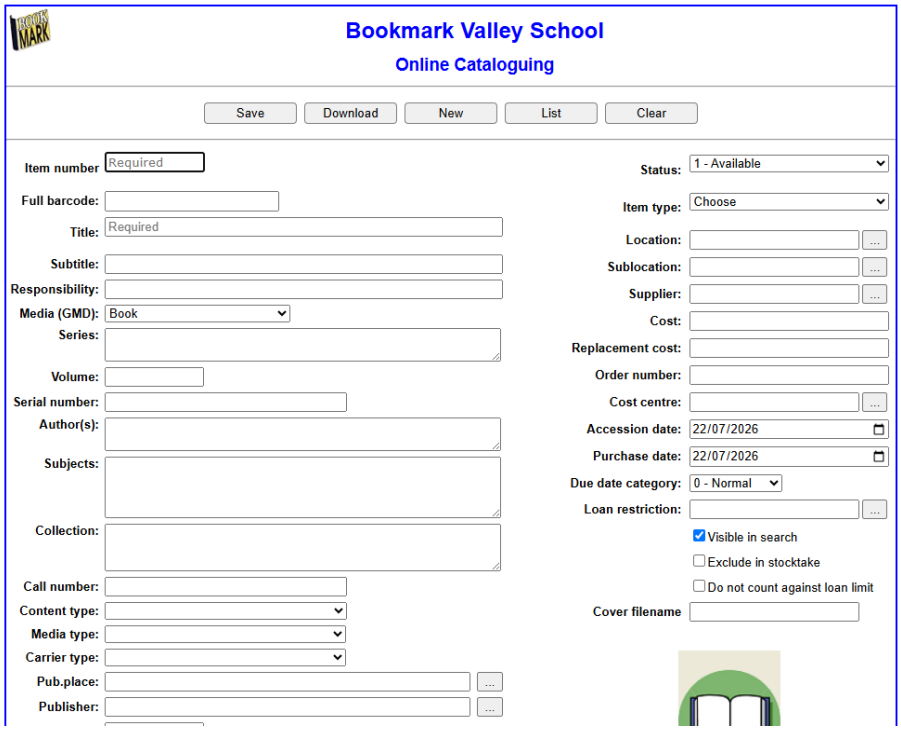
CPAC and Online Cataloguing

CPAC (Cloud Public Access Catalogue) offers all Bookmark users with a convenient Internet-based search system. CPAC is part of Bookmark's cloud-based components. It is available free to all Bookmark users.

Live Bookmark data resides on your PC or server at your location. Firewalls prevent CPAC from directly accessing it. CPAC works with a copy of your data that has been uploaded to a Department-owned webserver. Because CPAC data is not live, it should be routinely updated to reflect new additions and items removed. The uploaded data does not include any borrower information. It is strictly the part of your catalogue you wish to make available online.

The new Online Cataloguing function allows cataloguing data to be entered on any device with a browser, anywhere. It can be entered on Windows PC's, laptops, tables and non-Windows systems like Macintosh, iPads, Chromebooks, Android devices (even smart TV's) and others. Cataloguing data can be manually entered or downloaded from SCIS or the Library of Congress. Items are saved to a file that can then be downloaded and imported into Bookmark later. Catalogue at home then import back at school.

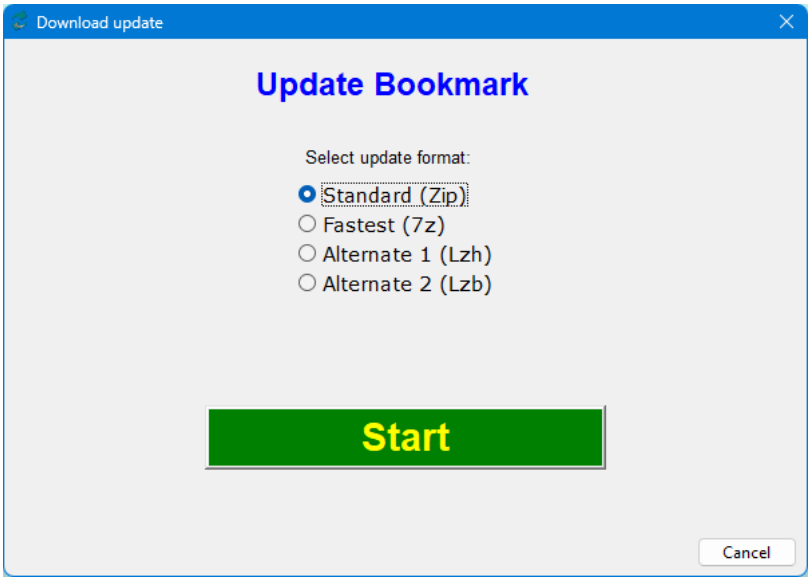
Refer to the *Online Cataloguing* fact sheet for instructions on how to set up and use Bookmark's new online cataloguing feature.



Updating Bookmark

The standard way to update Bookmark is:

- Open Utilities
- Click on Update
- Click on Easy Update



- Choose an update format. Zip is normal. Others are available if security system interference is a problem. Security systems may slow downloading Zip and 7z. Lzb is the least affected by scanning but also is the largest file. However, it may download faster if downloading Zip is very slow.
- Click on Start
- A "container file" is downloaded. It like a box that contains all the parts of Bookmark.
- When downloading is finished, continue with the update.
- The contents of the downloaded update file are extracted.
- When updating is finished, a list is made of the various modules. Click OK
- Re-open Bookmark to complete the update.

Other ways to update are available. Contact the help desk if you encounter any problem.