Bookmark update 10.8.11

October 2023

New Features and Changes

Controls: Make sure site details are correct

Site details should be correctly filled in and up to date in Controls > Settings.

The Site Name should be the name of your school or library, not "Bookmark 10" or "Bookmark". The latter may indicate possible data corruption in the past.

Update the library manager's name and email address if this has changed or is blank.

Controls: Backup formats

Bookmark backups are the best defence against disaster. Other types of backup systems can be used - such as server-based backups – but Bookmark's own backup system does not depend on a server or IT support. Bookmark's backups are simple, reliable, fast and easy to use.

A backup first collects and compresses all data files into a single "archive file" at Bookmark's location. This file is then copied to the selected destination.

Bookmark supports two different compression formats: Zip and Lzh.

- Controls > Settings > Backup

- Utilities > Backup > Backup settings

Backup settings

☑ Display backup reminder message when leaving

☑ Perform start of month big backup

☑ Perform automatic backup at the start of every day

Backup format: ◉ ZIP format
⚪ LZH format

ZIP format files can be created, opened, and restored directly in Windows, whereas any other format requires special software. Zip format can be faster for making monthly and annual type backups.

LZH is an older format. The special software to handle LZH is already part of Bookmark. It is still reliable but does not work on a few systems.

On 64-bit systems, a black window appears when the LZH format is used. It does not appear for ZIP format.

Which format should you use? Either. If in doubt, choose ZIP. Test by doing a backup to Bookmark's location. If one format does not work, change to the other.

Note: Bookmark no longer uses the Lzm format.

For more information about backups, see the Backups manual and fact sheet.

Cataloguing: Automatically open Z-Cataloguing popup for new items

Z-Cataloguing is a fast and easy way to download catalogue records from SCIS, the National Library of Australia, the U.S. Library of Congress, and other z39.50 cataloguing data sources.

A handy new feature allows the Z-Cataloguing popup to appear automatically when cataloguing new books.

☑ Automatically open Z-cataloguing for new items

Open Cataloguing and click on AddEdit Items. If this new checkbox is ticked, and Z-cataloguing is active, the Z-cat (or SCIS API) popup window appears *immediately* the barcode of the new item to be catalogued is entered. No need to click on the Z-Cataloguing button or press the F9 hotkey.

Scan the ISBN and Bookmark will download the cataloguing data and cover image in one easy step.
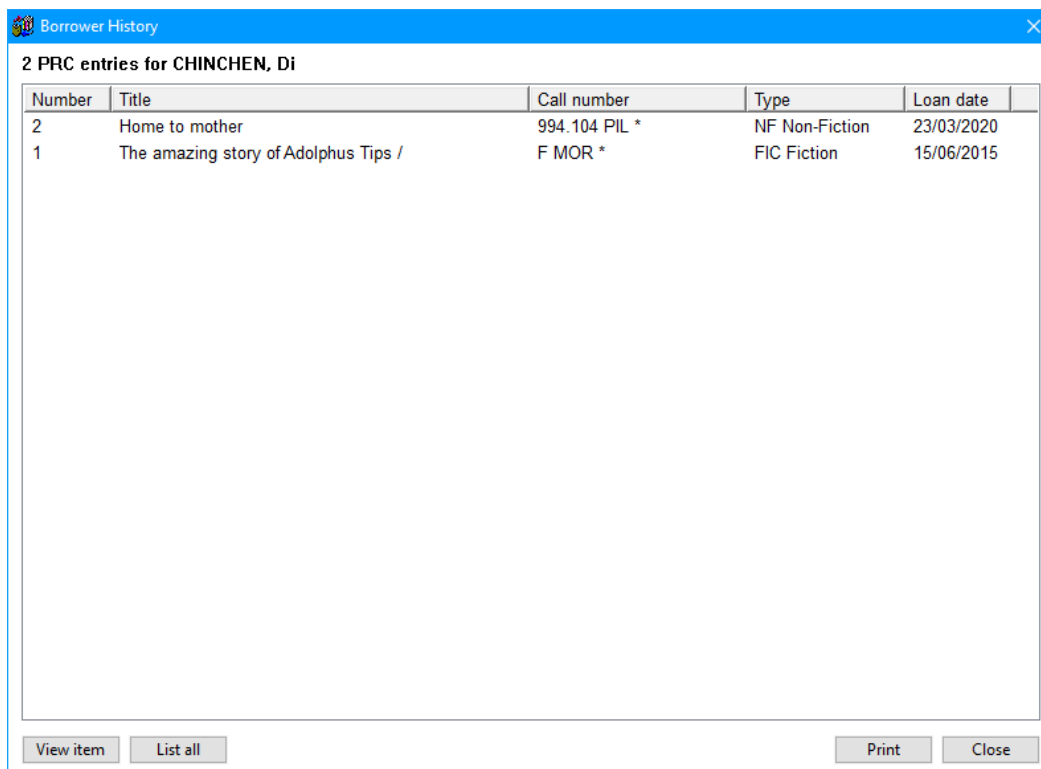
See the Z-Cataloguing or SCIS API fact sheets for instructions on how to set up this time-and-effort saving cataloguing method.

(Z-Cataloguing is not limited to SCIS. It can work with any z39.50 data source. The National Library of Australia and the U.S. Library of Congress are included in the "Data source" dropdown list. Other sources can be added. If you do not use SCIS, you may be able to use the other sources.)

Circulation: Premier's Reading Challenge (PRC) list in Loans

In Loans, once a borrower has been entered, the History button opens a popup window listing the borrower's loan history. (If the History button is not showing, use Options or turn it on in Circulation Controls.)

A new *PRC only* button has been added at the bottom. Clicking this button lists only the tagged PRC booklist items from the history.
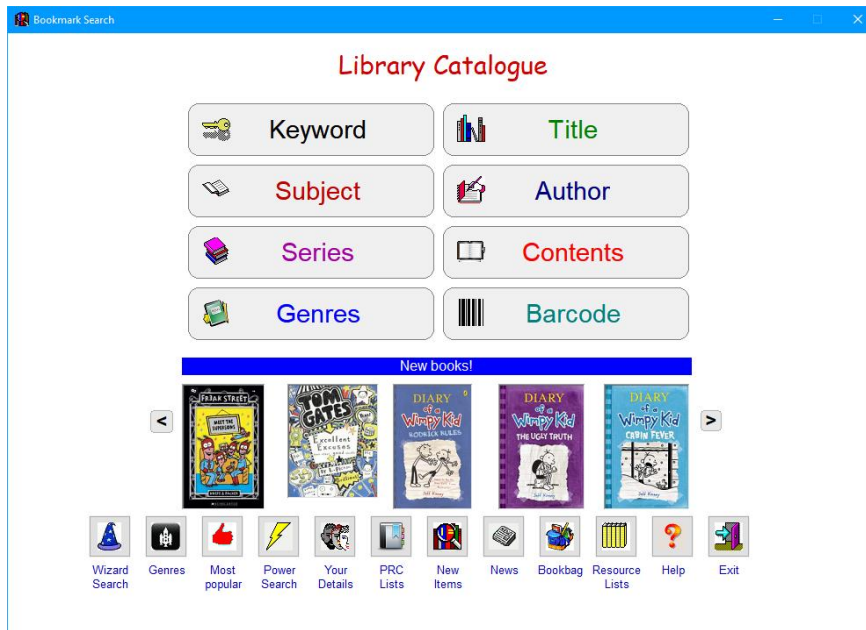

The *List all* button reverts back to all loan history entries.

A "cut off date" can be set in Borrowers > Rollover > Borrower histories so only entries for this year are listed and prior entries hidden.

PRC books only can also be listed in Borrower Reports, Borrower Lists and Your Details in Search.
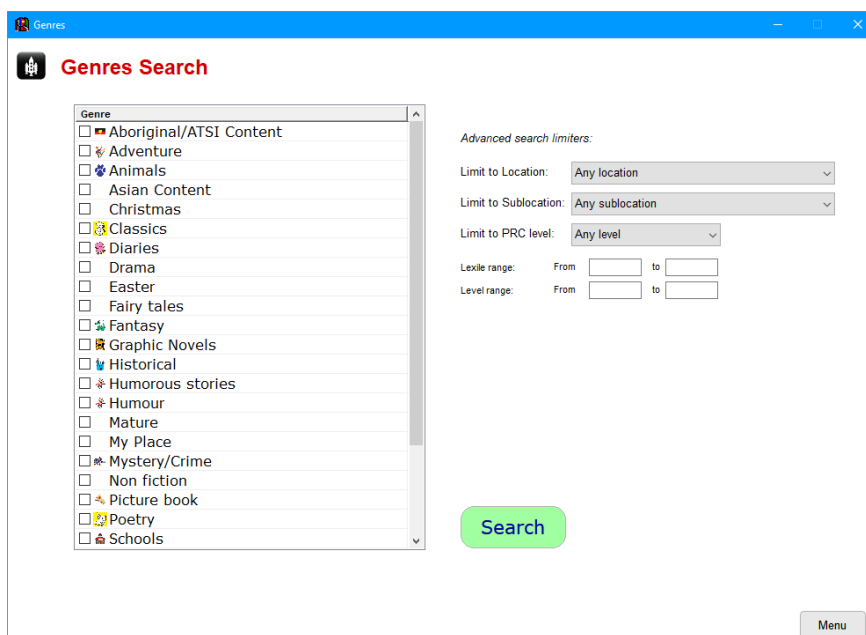
Search and Webopac: Large Collections / Genres button

The "Large button" Search menu style display can now show a "Genres" or "Collections" big button in place of the Notes button. Available for both Search and Webopac.

Open Controls then click Search Controls or Webopac Controls. Look for the "Collections (or Genres) instead of Notes" checkbox. (The term 'Genres' can appear instead of 'Collections' if set in Controls > Settings > Cataloguing tab.)

The Genres / Collections list in Search and Webopac display has been improved to include genre icons next to each entry and user search limiting.
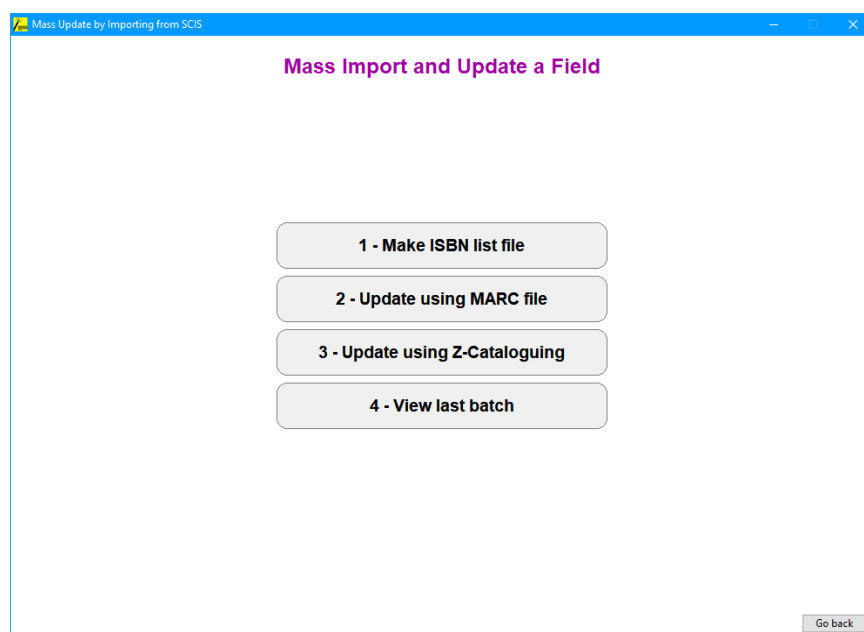

Information on setting up Genre icons can be found in the Genre Images fact sheet.

Circulation: show number of days overdue in items on loan list

The number of days overdue can be shown for items listed on the Loans display.

Controls > Circulation Controls > Loans tab. Checkbox at the bottom "Show overdue as number of days".
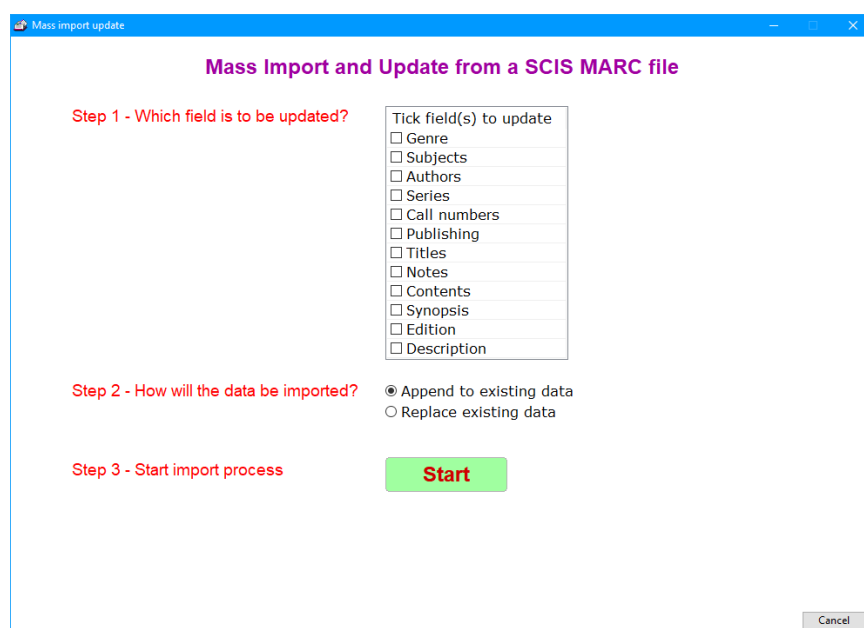
Cataloguing: update catalogue records by mass importing from SCIS

Mass import genre headings was introduced in 10.8.10. In 10.8.11, this function has been upgraded and renamed "Mass import update" on the Import Items Menu in Cataloguing.

As well as SCIS genre headings, other fields can be updated such as subjects, authors, series, titles, and more. This feature is intended to help update old cataloguing data by ordering new records from SCIS and mass processing.

Note: option 3 can say "Update using SCIS API" if Z-Cataloguing is not active but SCIS API is.
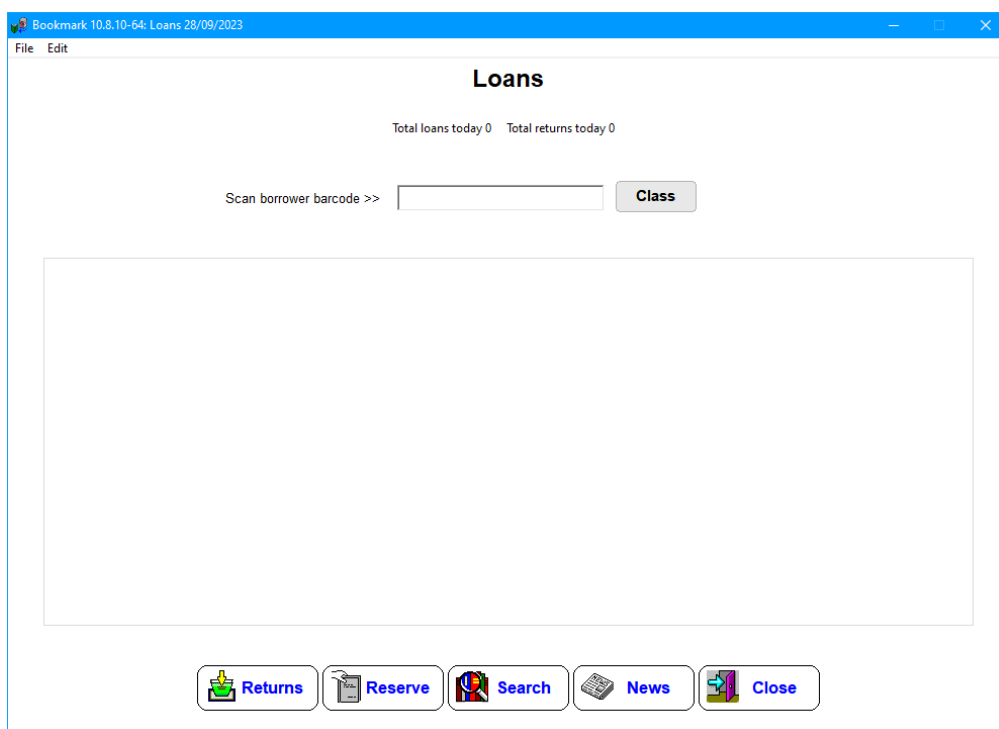

More than one field can be updated at the same time.

See the new fact sheet "Update cataloguing records by mass importing".
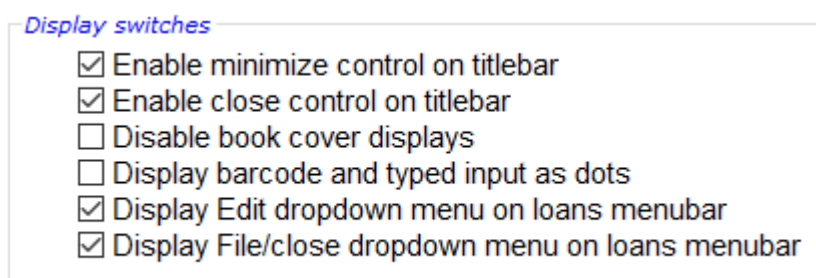
Circulation: Improved menubar controls

The top of the Loans window can have a titlebar and a menubar.

The titlebar is the strip across the top that includes the window's title and may also include a "close control" (the X in red), a bar to minimize the window, and a square to maximize it to full-screen. The square is not used in Bookmark as the windows have a fixed size. Full-screen for Circulation can be set separately in Circulation Controls.

The menubar is located just beneath a titlebar. Menubars contain dropdown menus. In the image above, there are two labelled "File" and "Edit".

On the Loans window, both the titlebar and menubar are options. Each can be visible or hidden. The controls on them can also be visible or hidden. The latest Bookmark release contains an additional control to hide the File and Edit dropdown menus separately. Controls > Circulation Controls.

If "Display Edit…" and "Display "File" are not ticked, the entire menubar is not visible as there is nothing on it. Removing both "Enable…"

If the two top "Enable" checkboxes are not ticked, the titlebar is not visible.

The "File" dropdown menu has only one action: Close.

The "Edit" menu contains many actions. Some of these can be password protected. Others can be activated with hotkeys even if the menu is not visible. All are for library staff use only.

Removing the ticks next to both "Enable" options and the bottom two "Display" options turns off both the titlebar and menubar.

Note: any window can be closed with the ALT F4 key combination at any time. This is a universal Windows control and closes all windows in all programs.

Bookmark window position

Windows can be dragged around the screen, even onto a second or third monitor.

Once positioned, all parts of that module open at the same spot.

Bookmark now remembers the position of the menu of every module when it was last closed. The same module will open to that position next time. This can be a great help to those with two or three monitors or up-scaled magnified displays.

This function is specific to each computer. Setting a module's position on one computer does not automatically flow to another.

Four styles of the Main Menu are available. To choose, open Controls, click on Settings then the Display tab. Put the radiobutton dot next to the desired style. The selected main menu style appears the next time the Main Menu is opened.

Display scaling and monitor resolution

Monitor displays can be "scaled" – e.g., set to 100%, 125%, 150% magnification. Up-scaling is one way to make everything appear larger. Up-scaling, however, can cause distortion with some apps and if too large, can cut off parts of Bookmark from the display.

Reducing the screen resolution also magnifies everything. Lower resolution gives larger pixels which results in magnification. Reduced resolution does not cause distortion.

Maximum resolution and 100% scaling is recommended if possible. If upscaling, a maximum of 125% is recommended.

Many newer laptops come upscaled to compensate for a smaller physical size monitor. If your Bookmark windows do not 'fit' properly, check scaling and reduce if possible or adjust resolution.
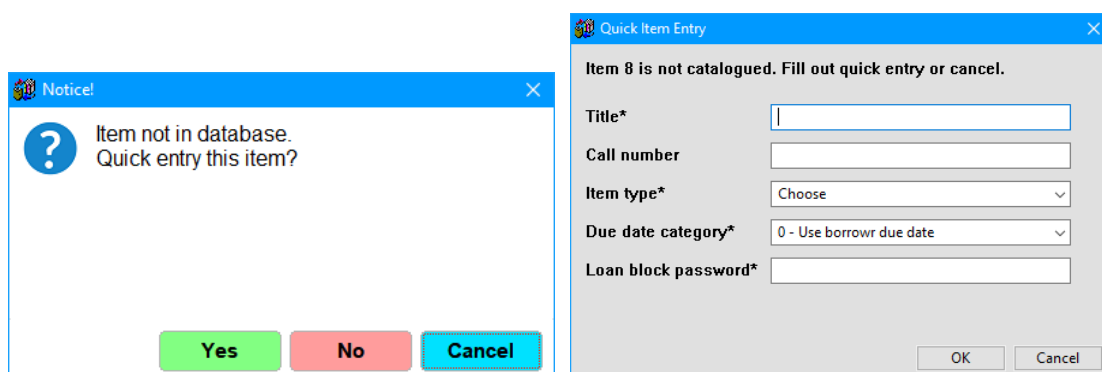
To check and adjust your scaling and/or resolution, right-click on the desktop and left-click on "Display properties".
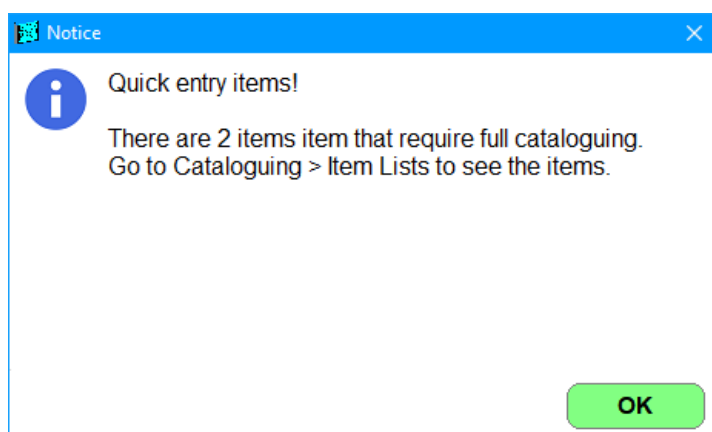
Check for quick entry items

If an item has not yet been catalogued and is required urgently, a "quick entry" can be made in Loans when issuing the item.

Quick entries contain just enough data to be saved to the catalogue database. They should be fully catalogued later. They are given a location of "Quick entry" and that term may appear in the Other field, too.

Bookmark can now check once a week to see if any quick entry items exist. If any are detected, an alert popup appears during the start-of-day sequence.
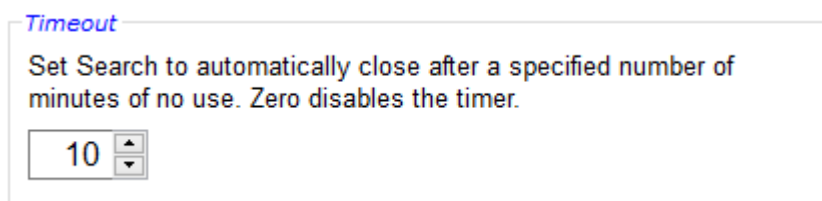

Cataloguing > Item Lists > List quick entries. Double-click on an entry to manually edit or use AddEdit Items to manually edit or Z-catalogue. Make sure to change the location from Quick Entry.

By default, the Quick Entry check function is not active. To active the alert, open Controls and click on Settings then Start of Day. Tick the new checkbox "Check for quick entries each week".

Search: time out function

A "time out" has been added to the Search menu so it automatically closes.

Controls > Search Controls. The value specifies the number of minutes of no activity after which Search will automatically close. Default is 0, which disables the time out function and Search stays open indefinitely.

This can deal with the situation in which Search is opened from the Circulation menu, minimized, and left. Do not use this timer on dedicated Search workstations or tablets.

Does not apply to Webopac.

Bookmark and Windows 11

Does Bookmark work on Windows 11? Yes, it does.

Bookmark also works on Windows Server 2022 and earlier Server versions.

Bookmark works on all versions of Windows from 8 on. Most of Bookmark works on Windows 7 and even XP, but some parts like Z-cataloguing do not. Bookmark does not work on older versions of Windows like 2000 or 98.

Windows 7, 8, 8.1 and 10 both have 32- and 64-bit varieties. Windows 11 and beyond are only 64-bit.

Less than 5% of Bookmark users still have 32-bit systems. Over 95% have 64-bit.

Bookmark is still available in both 32- and 64-bit versions. Some thought has been given to ceasing future 32-bit updates and only have 64-bit updates, but no decision has yet been made. The 10.8.11 update of Bookmark is still available in both types.
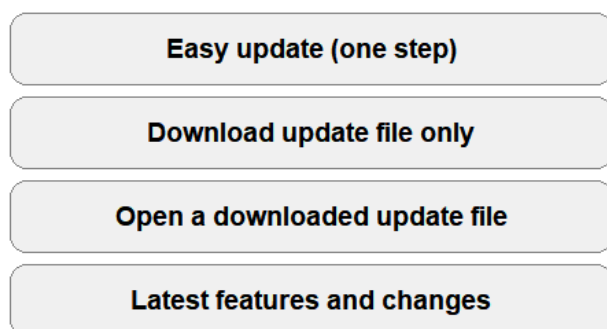
Microsoft has announced that support for Windows 10 finishes in October 2024. Beyond that date, Windows 10 will continue to work, just like Windows 7 and XP have continued to work, but updates from Microsoft cease. Over time older operating systems become vulnerable and less stable. Rumours circulate the Internet about a possible Windows 12 next year.

Windows 11 does not work on computers more than five years old.

Updating Bookmark

Open Utilities. Click on Update.

> **Easy update (one step)**
>
> **Download update file only**
>
> **Open a downloaded update file**
>
> **Latest features and changes**

Anti-virus and security systems have become more and more invasive, and even more readily cause false positives on perfectly good, unaffected apps like Bookmark. If an AV system suspects something – even if it is not a virus or malware – it usually quarantines and/or blocks it. Because Bookmark is a highly complex system, it is prone to false positives.

Changes have been made to try to overcome interference from anti-virus systems and firewall blocking while updating.

The update menu now shows the above four buttons.

The top choice is the normal update with a progressbar.

The second does not show a progressbar while downloading an update file. The download is handled in a different manner so this method may work where the easy update does not. A download progressbar is not displayed. Processing the downloaded update file can be done like the "Easy update", too, but is optional.

Bookmark updates are free. *All Bookmark users are urged to update.*

Once updated, future updating may be easier.

Any issues with updating, please ring the Help Desk as other methods are available.