



BOOKMARK FACT SHEET

Using LinksPlus with Bookmark

July 2018

Links Plus is an on-line product that provides school libraries with links to thousands of educational websites.

The links are in the form of MARC catalogue records. They can be mass downloaded into Bookmark's catalogue database. Once available, the websites are returned by Bookmark's Search and Webopac user search programs. Any catalogued website can be "linked directly" from a search. Schools can subscribe to Links+.

The Links+ website is <https://www.weblinksresearch.com/>

Below are the instructions to use the LinksPlus data with Bookmark.

For use with Bookmark, LinksPlus, provides ZIP files that contain the MARC records. Once the file is obtained (downloaded, etc), unzip it.

Note: If you are updating, mass delete all previously imported LinksPlus records first. This ensures dead sites are removed.

Importing the LinksPlus file into Bookmark

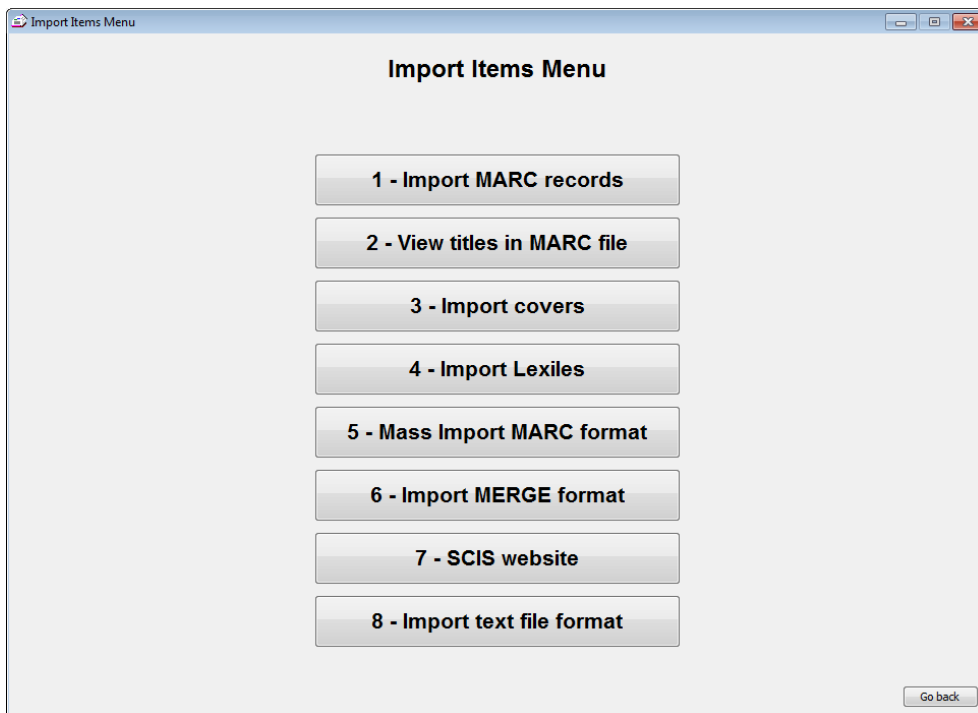
The Linksplus data file is a standard USMARC format file.

This file can be imported into Bookmark either one-record-at-a-time or by mass import (all records at once). The latter is the best approach.

First, set up a special Status called "Weblinks" or similar. It is also useful to have a special item type and location as well. These can be added in Cataloguing / Authority Lists.

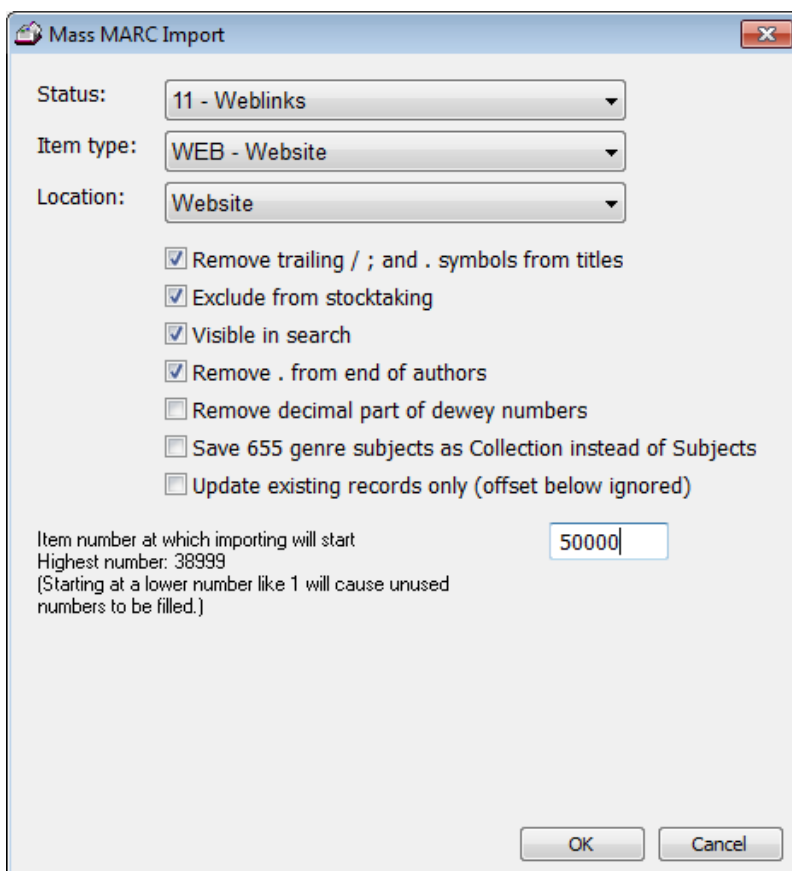
Before importing the Links+ data, it is necessary to delete any previous Links+ data that was previously downloaded. To do this, go to Cataloguing then Delete Items. Select Mass Delete Items. Use the Status, Location or Item type buttons to choose the criteria that identifies only the Links+ records. Mass delete these. Remove the tick next to "Store in Deleted Items List" before clicking on Proceed.

Next, go back to the Cataloguing menu and click on Import Items.



Click on *Mass Import MARC format*.

Bookmark will do a scan to collect all available unused item numbers.



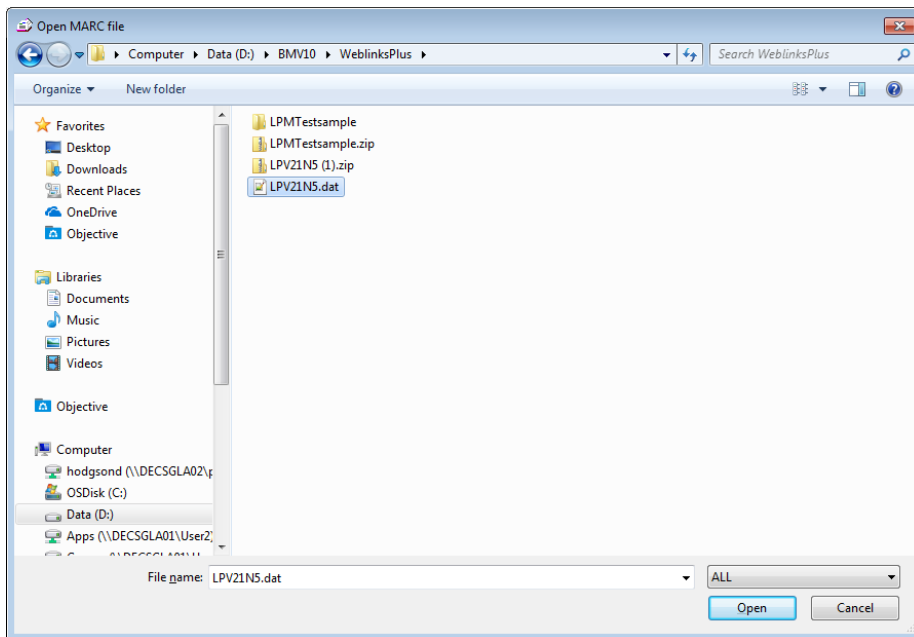
Make sure the Status, Item type and Location are set correctly for the data to be imported. Also make sure the relevant checkboxes are ticked or blank.

Ensure "Exclude from stocktake" is ticked so the websites never appear as missing items.

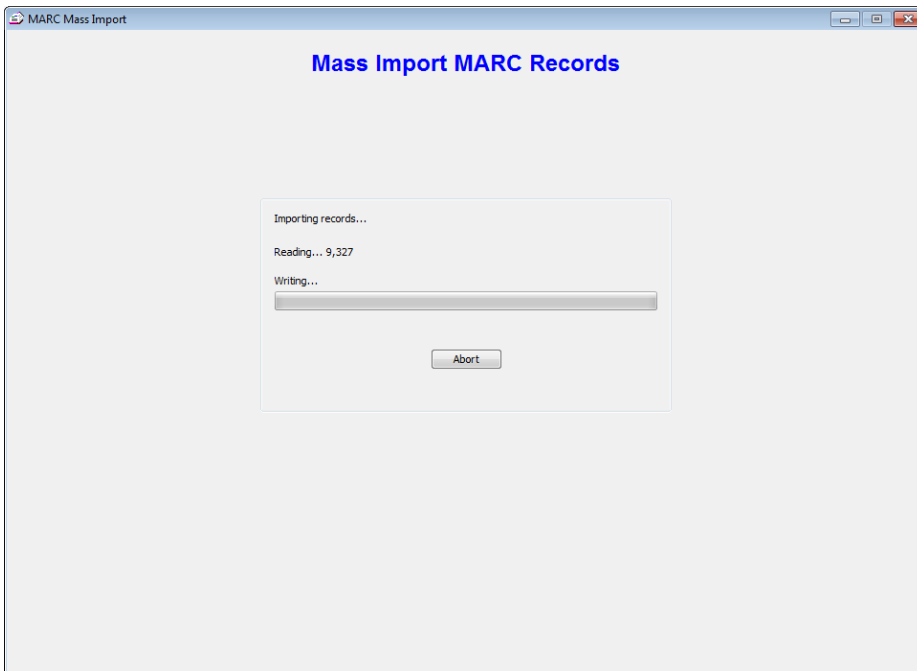
Enter the item number at which the records will begin to be saved. This should be higher than the highest used value.

Alternately, if it is set to 1 or below the highest used value, only unused numbers will be filled. Existing records are skipped.

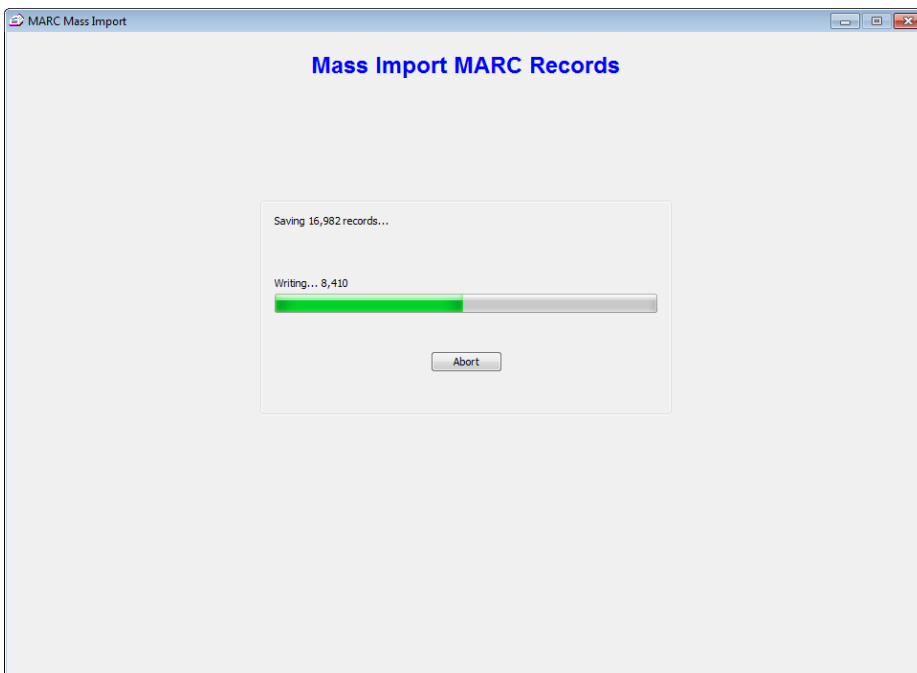
Next locate and open the Links+ file containing the websites.



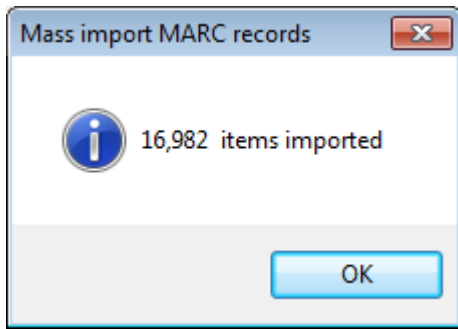
Bookmark will then proceed to first read all the website records into memory.



When all records are read, Bookmark then saves them to the database.



When finished...



Bookmark will not import websites over existing items, only into unused numbers. If the value specified at the start is less than the highest number used, Bookmark will skip numbers with items and try to import at the next unused record number. In this way many or all unused item numbers could be assigned to catalogued websites.

If websites are added to the collection from different sources eg Weblinks or SCIS or manually, it is possible to get duplicate resources. This is not a major concern but will need to be monitored. Duplicate resources may be deleted from the system.

Other Considerations

Can I selectively remove individual websites ?

Yes, by individually deleting the record in Cataloguing.

Can I edit the bibliographic details of these resources ?

Yes, but since you will probably purge them prior to another download your edits will be temporary. If this is really important, change the status to another and this will prevent those websites from being purged (if mass deleting by status). This could lead to duplicate website resources in the future.

Can I move the resources to a different location or classification?

Yes. This is done normally.

Should I keep each issue of LinksPlus (ie each month) after I download them ?

This is not necessary. You only need to keep the current file.

Do I really need to purge before a download?

This is the best way to remove dead weblinks. Mass delete all previously imported LinksPlus sites first.

What should I do when I discover duplicate websites (ones that I accessioned manually or are repeated in the LinksPlus download)?

Delete the duplicated sites normally.