

First Preliminary Draft Of Horizon RFP Posted On Web Site

The First Draft of the Horizon Request for Proposal has been posted on the LTLS web site, at:

<http://www.ltls.org/linccommittees/lpc/dec2002lpc.html>

Library staff are invited to read the proposal and provide comments. We have developed an online survey form for submitting comments. This online RFP Feedback Survey is located at:

<http://ltls.org.master.com/texis/master/search/+/form/LINC%20RFP%20Feedback.html>

To allow all LINC library staff to have additional input on the RFP process and the final document, two public input sessions are also planned for January. The dates are:

- January 9, 2003, 9-11 am, LTLS
- January 14, 2003, 3-5 pm, LTLS

At each session, we will outline the RFP process and brainstorm about additional functionality and features that should be included in the RFP. From those who attend the public input sessions, we will be asking for volunteers to be Technical Reviewers. Technical Reviewers will be asked to review in detail a specific portion of the RFP, based on their level of expertise and library work.

All LINC library staff are welcome to attend either of these sessions. Registration flyers will be sent out soon.

The RFP will continue to be modified during December and January, with a final draft deadline of February 4, 2003.

AnzioWin Upgrade Available

AnzioWin has announced a new upgrade to its software, Version 12.6. LINC libraries qualify for a reduced price of only \$37.50. This version is particularly helpful to libraries that cannot keep their connection to LINC. The new Version has a 'Keep Alive' feature that sends an intermittent query during a

LINC Meeting Dates

LINC Policy Council Meeting
February 4, 2003 1:30 - 3:30, LTLS

LINC Users Group Meeting
February 20, 2003 9:00 – 12:00, LTLS

Holiday Schedule

The LTLS Automation Department will be open for normal operations support except for the following holidays:

Tuesday, December 24 - Closed
Wednesday, December 25 - Closed
Wednesday, January 1 - Closed

period of inactivity, in effect keeping the connection alive.

To see if Version 12.6 is helpful, download a 60-day free trial version from the Anzio web site (<http://www.anzio.com>). LINC libraries have a licensed copy of an earlier version. If you decide to purchase Version 12.6, be sure to tell them you are upgrading from a copy purchased under the Lincoln Trail group order and give them the serial number of your copy.

ISL Zillane Report

The Illinois State Library has outlined a process to address the recommendations put forth in the Zillane Report, a statewide study of library system automation programs. LTLS has been asked to provide assistance in this process, including making recommendations for statewide committee members, participating in a series of meetings and open forums, and preparing responses to the final document's recommendations.

The final report for this study is available at:
<http://www.unt.edu/zillane/FinalReport.htm>

Section Five is particularly important in that it outlines the final recommendations that will be discussed in the statewide process.

Release 190 New Functionality

As a result of the upgrade to 190, there are two new functions in Dynix that will be turned on beginning the week of January 6. This requires setup by LTLS staff, across all agencies, so it will take some time to complete. Watch for these enhancements!

- At checkin, after checking in an item, the screen will display the number of items the patron still has checked out. This message only displays if the patron has other items checked out.

- Pre-overdue notices will be setup. This means that a "pre-overdue" notice will be generated 2 days before an items is overdue and will be sent either via email or through RON.

Purge Inactive Patrons

LTLS will begin the process of purging inactive patrons by running the first PIP report on January 6, 2003. This report will ask for a printout of all patrons, by agency, whose records have not been used or modified in the last four years, have no holds, have no items out, and owe less than \$5.00. Libraries will be provided with their list of patrons and can modify these records as needed, giving the library an opportunity to take these patrons off the purge list. The final step of purging patrons will be completed by February 1, 2003.

Update Calendars

Remember to update Calendars before the end of the year! The Dynix system is designed to notify users that they need to update their calendar at the beginning of each new year. Updating must be completed by a user with a security level 4. The first time a user logs into a Circulation account after the new year begins, the calendar's "Coming Year" exceptions are checked to see if the first exception listed is for the new calendar year (2003). If not, the system will do one of two things based on the user's security level:

- If level 4 or higher, it will force the user into the calendar (ULH to update the exception days)
- If below level 4, it will force the user off the system.

When editing the Exception Days portion of your calendar, remember to only use the <Return> key to move through each column after making changes. After changing the Exception

Days portion of your calendar, Choose "F" to File the changes. You will be asked three separate questions. Be sure to answer these questions as follows:

- "Library hours were modified. Update daily calendar?" Answer Y (Yes) for this question.
- "Copy Regular Hours around?" Answer N (No) for this question.
- "Copy Exception Hours around?" Answer N (No) for this question.

LINC Milestones

Tolono High School, Tolono Junior High, Tolono East Elementary, and Tolono West Elementary all began adding holdings to LINC on December 3, 2002.

Complete instructions for editing a library's calendar through ULH are included in the LINC Administration Training Manual.

Dots and Things

By Donna Schaal

One of the new features, available with Release 190, is the ability to change a patron's hold to the status of deferred.

This command differs from the "inactive" command in that you will not have to change the hold back to the "active" status to have the hold filled. The hold will be deferred until the date that is entered.

From the patron's checkout and renewal screen, type .hl and your functional password. This takes you to the patron's unfilled holds list. A new hidden command (which is not listed on the command line) will defer the patron's hold until the date specified.

To defer a hold:

- At the command line, type "D" and [Return].
- The system will ask you which line the deferral is for. Enter the Line # and [Return].
- The system will prompt you for a future date. Enter the date and [Return].

You can see in the window that the status of the item has been changed from "H" to "D". The system will treat the hold as if you placed it on the deferral date.

If a patron needs to "undefere" a previously deferred hold, there is another hidden command from the unfilled holds list.

To reactivate a deferred hold:

- At the command line, type "UN" and [Return].

- The system will ask you which line to undefer. Enter the Line # and [Return].

You can see in the window that the status has changed from "D" to "H".

Orphan Materials

The Cataloging Center at Lincoln Trail Libraries System has received the following items with no property stamp or identifying mark on them. If an item belongs to your library, please let the LTLS Cataloging Center know as soon as possible.

- Water Gardens in a Weekend by Peter Robinson, hardback book, received at LTLS 11/21/2002
- The Vikings by Else Roesdahl, (revised ed.) paperback, received at LTLS 8/28/2002
- Stories of the Courage to Teach by Sam M. Intrator, hardback, received at LTLS 9/9/2002
- Postcards from Canada by Zoe Dawson, paperback, received at LTLS 9/23/2002
- Trail to Crazy Man, by Louis L'Amour, paperback book, received at LTLS 5/8/2002
- Some Survive, by James Preston Girard, paperback book, received at LTLS 3/11/2002
- Rocky and the Senator's Daughter, by Dixie Browning, paperback book, received at LTLS 12/17/2001
- The Eye Book, by Dr. Seuss, book, received at LTLS 12/21/2001

Over the past several months, the following item has been reported to member libraries as Orphan Material and no library has claimed it. Therefore, it is now available for FREE to any LTLS library that would like to have it. If your library would like the following item, please contact the LTLS Cataloging Center.

- The Magic Spectacles by Lilian Moore, hardback book