

ODIN Work Day 2012 / SCHEDULE

Wednesday, March 28, 2012 10am-4pm CST

Carrington Research Extension Center

663 Hwy 281 North

Carrington, ND

(about 3.5 miles north on Hwy 281 from Carrington, ND - mile marker 116 is just south of driveway into venue)

Registration 9:30-10:00am

Pick up schedule & Name Tag

ALEPH Services & Custom Services 10:00-10:55am South Conference Room

Session Leader: Lynn Wolf/ODIN Office

A discussion of the most popular services among ODIN libraries.

Best Practices Discussion 10:00-10:55am North Conference Room

Session Leader: Linda Allbee/ODIN Office

This will be a sharing time to discuss some of the "best practices/workflow" used around ODINland.

Acquisitions/Serials Discussion 10:00-10:55am Videoconference Room
CST

also via IVN sites:

Carrington Research Extension Center (host)

Grand Forks / Abbott 119

Wahpeton / Library 101

Discussion Leader: Laurie McHenry/Univ of ND-Thormodsgard Law Library

A discussion among librarians about Acquisition/Serials issues including ACQ basics, EDI (Electronic Data Interchange) & batch processing..

Excel: Tips & Tricks 10:00-10:55am Library Room

Session Leader: Ellen Kotrba/ODIN Office

Topics to include: Copy & Paste; Text to Column, Importing into Excel, Advanced Filter, Lengthening columns, tabs, doing the math, add cell comments, concatenate, etc.

Personal Time 10:55-11:00am

Move between sessions

ALEPH Grab Bag 11:00-11:55am South Conference Room

Session Leader: Ellen Kotrba/ODIN Office

Topics to include: Module Logs, Tips, Shortcuts, Print History, Item Process Status, Navigating Aleph modules, Aleph Barcode Printing, etc. This will be a shortened version of the session presented @ UMWUG last October.

also via IVN sites:

Carrington Research Extension Center (host)

Bismarck / VoTech 236

Dickinson / Klinefelter 216 (10am MST)

Grand Forks / Abbott 119

Mayville / Library 114

Wahpeton / Library 101

Technical Services Discussion 11:00-11:55am Videoconference Room
CST

Discussion Leader: Shelby Harken/Univ of ND-Chester Fritz Library

A discussion among librarians about Cataloging and other technical issues including RDA (Resource Description and Access), OCLC Loader vs Import, Authorities and the AutoHotkey/Edit Text menu.

Emailing Notices & Job List 11:00-11:55am Library Room

Session Leader: Lynn Wolf/ODIN Office

Topics to include: How to set up emailing of notices, job list options, etc.

LUNCH noon-1:00pm North Conference Room

**Soup,
Sandwich,
Dessert &
Beverage**

Engage colleagues in some great conversation!

Interlibrary Loan 1:00-1:55pm South Conference Room

Session Leader: Ellen Kotrba/ODIN Office

Topics to include: OCLC Direct Request; Archiving ILL Requests; Referrals; ILL statuses; Unmediated vs Mediated; E-Delivery Preferences, Change Status button, etc.

also via IVN sites:

Bismarck / VoTech 236 (host)
Carrington Research Extension Center
Dickinson / Klinefelter 216 (noon MST)
Fargo / EML 171
Grand Forks / Abbott 119
Mayville / Library 114
Valley City / Rhoades 107
Wahpeton / Library 117

Reference Discussion 1:00-1:55pm
CST Videoconference Room

Discussion Leader: Johanna Bjork/Bismarck State College

A discussion among librarians about issues @ Reference desks including ODIN Classic, UFind and Databases.

Conversation with Tony Stukel 1:00-1:55pm Library Room

ODIN Director: Tony Stukel

Tony will be available for questions, comments and discussion regarding ODIN issues.

Personal Time 1:55-2:00pm
Move between sessions

Circulation 2:00-2:55pm South Conference Room

Session Leader: Ginny Millette/ODIN Office

Topics to include: Patron Scrubbing, Aleph level patron, Global Blocks, Patron Expiration Dates, Patron Deletes, Shared vs non-Shared Patrons, Patron Addresses, etc.

Librarians Be Aware 2:00-2:55pm North Conference Room

Session Leader:Linda Allbee/ODIN Office

Topics to include: DYKs (Did You Knows), Logins, ODIN Help Desk tickets, Tables, ODIN web page <http://www.odin.nodak.edu>, etc.

Interlibrary Loan Discussion 2:00-2:55pm
CST Videoconference Room

also via IVN sites:

Carrington Research Extension Center (host)
Bismarck / VoTech 236
Dickinson / Klinefelter 216 (1pm MST)
Fargo / EML 171
Grand Forks / Abbott 119
Mayville / Library 114

Wahpeton / Library 117

Williston / Main 108

Discussion Leader: Faith Wanner/Dickinson State University

A discussion among librarians about Interlibrary Loan issues including ILL Reports & Statistics, bulk processing and deleting suppliers. Some of the discussion may evolve from the earlier Interlibrary Loan session.

**OverDrive, e-books
& e-readers** 2:00-2:55pm Library Room

Session Leaders: Sandra Hannahs/West Fargo Public Library & Carrie Scarr/West Fargo Public Library

Share together the OverDrive projects in ODINland, what libraries are doing, how e-book system gets set up. In addition, Sandra will talk about the consortium and administrative aspects of Library2go and Carrie will talk about the website and eReaders.

Personal Time 2:55-3:00pm

Move between sessions

**Aleph Inventory
Process** 3:00-4:00pm South Conference
Room

Session Leader: Linda Allbee/ODIN Office

Learn the steps toward a successful Aleph inventory. The new "Transfer" interface will be showcased.

**Streamlining
Workflow** 3:00-4:00pm North Conference
Room

Moderator: Donna James/Valley City State University

So far, Elizabeth Madson/Fargo Public Library & Mike Safratowich/Univ of ND-Health Sciences Library have stepped up and are willing to "share" their insight into how they have streamlined aspects of their workflow. How do you do things that are quicker, easier, better and perhaps more efficient? What types of reports do you use to keep track of processes, records and batch loads? Has anyone streamlined Acquisitions ordering, Cataloging or perhaps something else? Has anyone chosen to buy Kindles already pre-loaded with titles? If so, how do you catalog them? Please attend and be willing to share!

also via IVN sites:

Carrington Research Extension Center (host)

Bismarck / VoTech 236

Dickinson / Klinefelter 216 (2pm MST)

Fargo / EML 171

Grand Forks / Abbott 119

Mayville / Library 115

Wahpeton / Library 117

Williston / Main 108

**Circulation
Discussion** 3:00-4:00pm Videoconference
CST Room

Discussion Leader: Cheryl Lackman/Fargo Public Library

A discussion among librarians about Circulation issues including tab17 library hours and sharing of patrons. Some of the discussion may evolve from the earlier Circulation session.

Global Changes 3:00-4:00pm Library Room

Session Leader: Ellen Kotrba/ODIN Office

Learn what's involved & preferred workflows regarding global changes. What can you do to ensure a quality database. Services manage-21, manage-62, manage-33, item-11, cust-86, cust-48, etc will be discussed.