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Ready, Set, Go: Preparing for a Successful ERM Migration

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Ready, Set, Go:
Preparing for a Successful ERM Migration

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California State University

23	campuses
1	central office
437,000	students
44,000	faculty and staff
25 million	titles held
$5 million	electronic core collection
$18 million	opt-in content

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ILS Systems

- Sierra
- Millennium
- Voyager
- Alma

ERM Systems

- 🟧 Innovative
- 🟨 SerSol
- 🟦 Verde
- 🟪 Alma
- ⬜ None

Link Resolver

- SFX
- SerSol
- Alma

Discovery

🟨	SerSol
🟥	Innovative
🟦	Ebsco
🟪	Primo
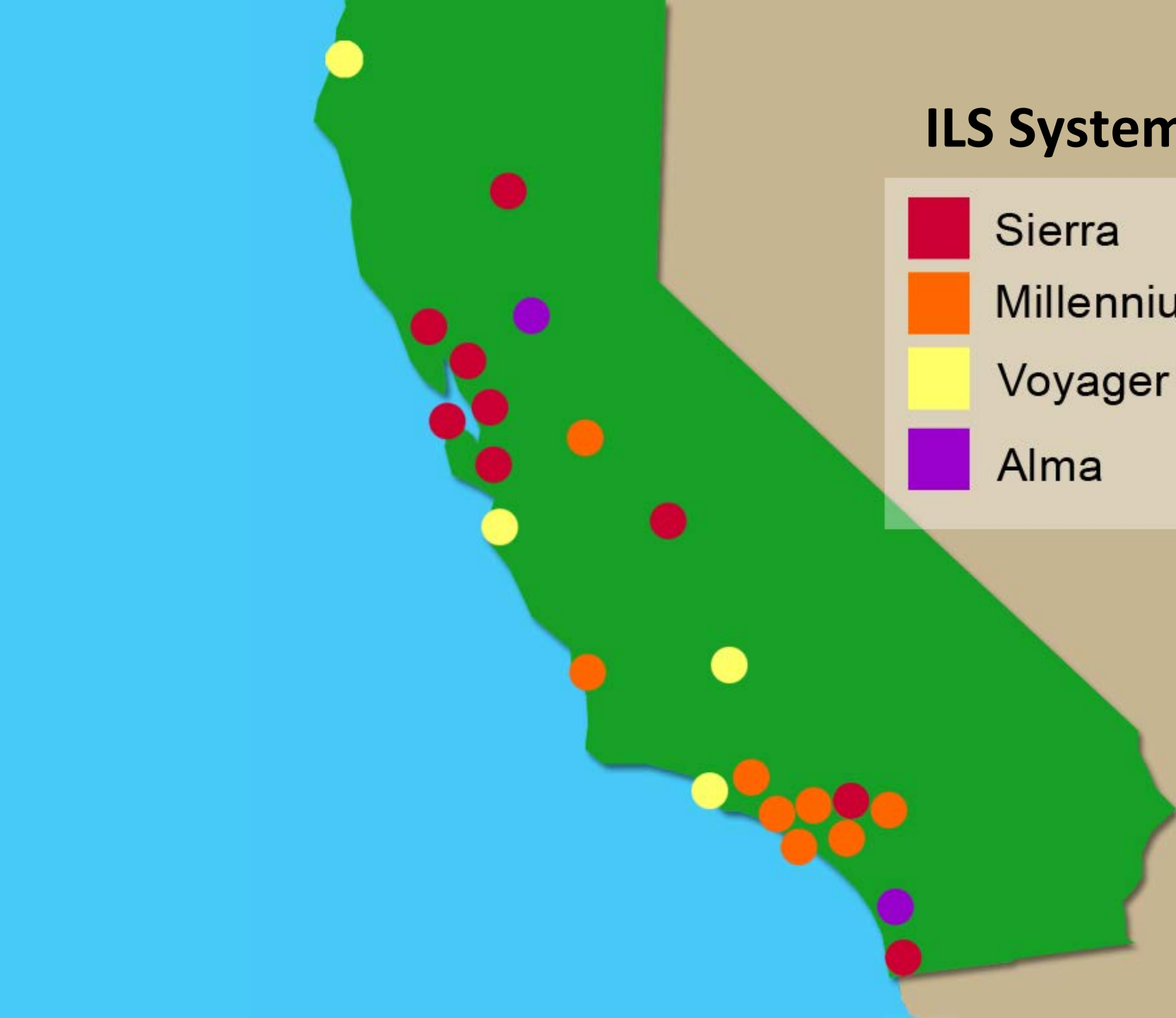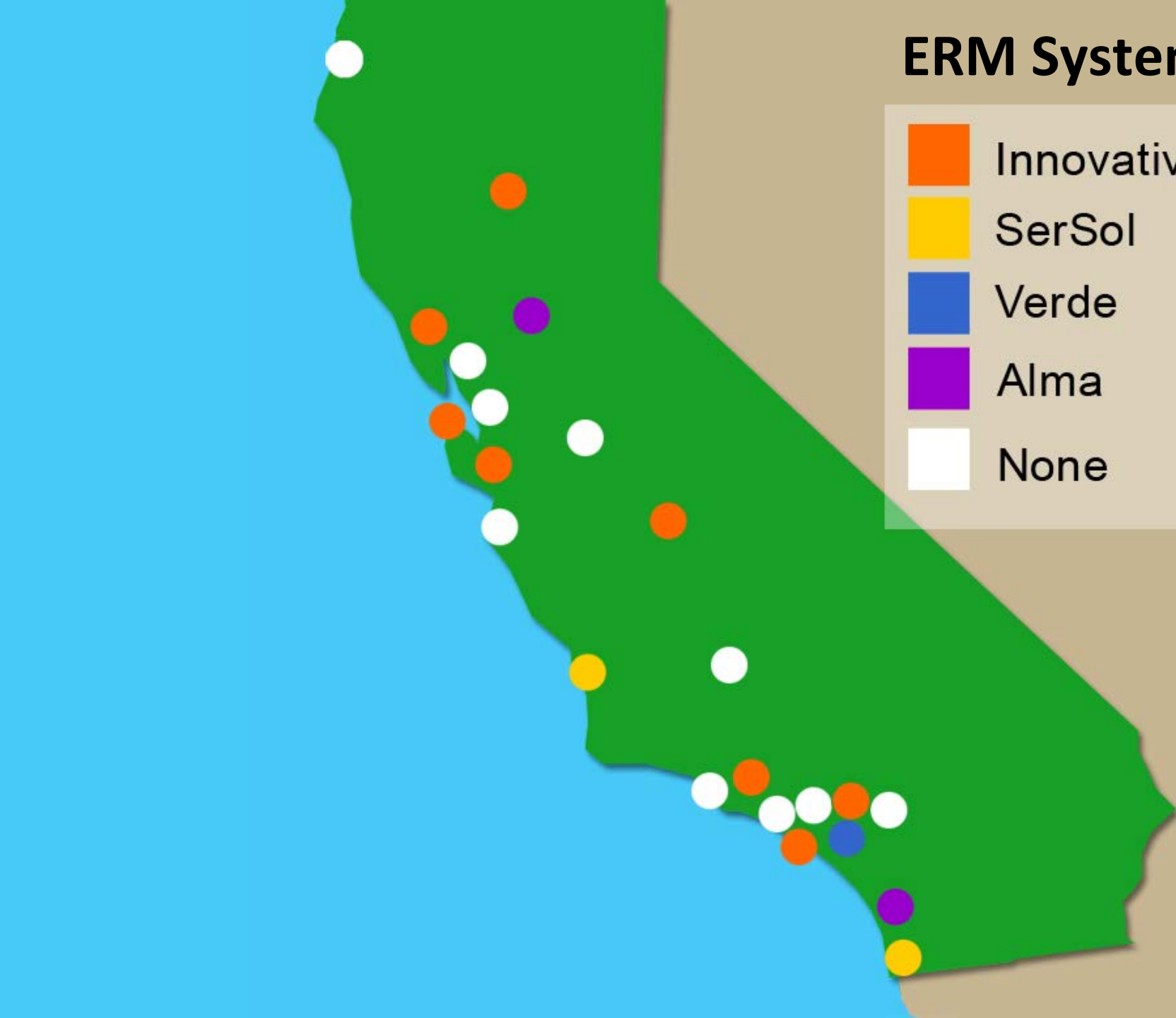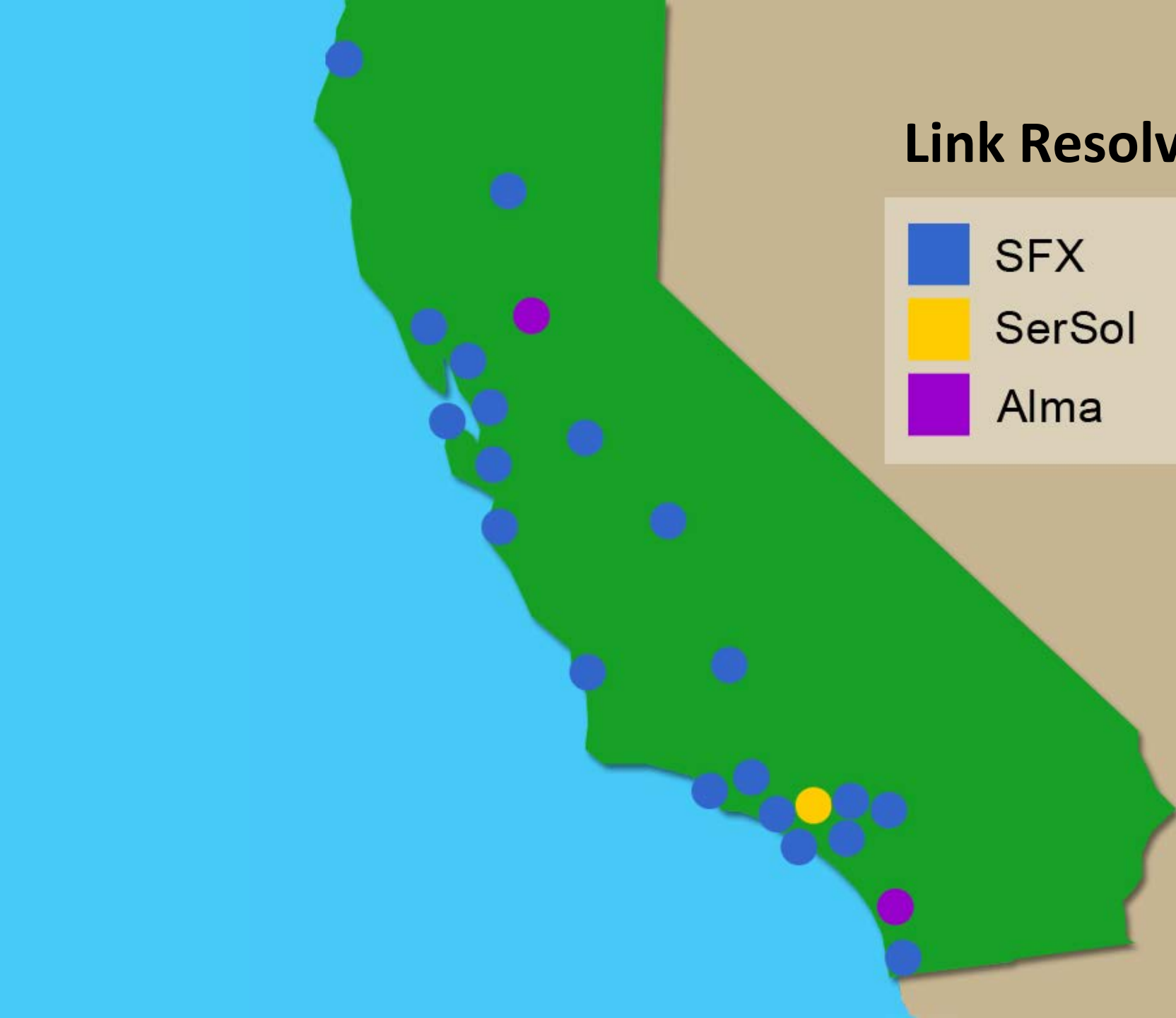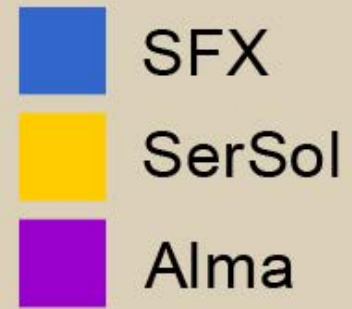
Working Groups and Task Forces

- Technical Services Working Group
  - 1 chair and 5 leads
  - 6 Task Forces that reported back to the Working Group

- Task Forces
  - Acquisitions
  - Alma/PeopleSoft (financials for Acq.)
  - Authority
  - Cataloging
  - Electronic Resources
  - Import Profiles/Norm Rules (joint task force with Systems Group)

Electronic Resource Management Task Force

- Tasked with creating policies and procedures for ERM in the Institution Zone (IZ) and the Network Zone (NZ)

- Included creating a Task List and Check List for the migration of electronic resources

- There were several phases and iterations of these lists

Electronic Resource Migration and Testing

- Phase 1: 3 CSU libraries and the central SFX instance, to migrate resources to Alma's Institution Zone (IZ) and the Network Zone (NZ).

- Phase 2: All libraries were migrated for additional testing.

- Initially had a single list of items for the Vanguard migration and then….

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Here Come The Lists….

Lists, Lists and More Lists

"How to Checklist" for ERM Tasks:
Tasks you should know how to do prior to go-live

ERM Post Migration Check List:
Items & settings for e-resources that should have migrated from SFX.

ERM Post Migration Task List:

Items that are known to NOT migrate from SFX to Alma and may need to be set up post-migration, such as, Display Logic, Link Resolver Plug-in, or Google Scholar.

ERM Known Issues:
Discovered during migration testing phase.

P2E List:
Guidelines for creating a P2E list.

Search Queries List:
Queries to test data migration in IZ and NZ.

Merged List:
A spreadsheet of shared e-collections in the NZ. ECC and Opt-Ins.

SFX Clean Up and Migration Prep

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Example of the first lists before migrating to the wiki

INSTRUCTIONS-HOW TO USE CHECKLIST	Items to Check	Yes/No did it migrate/ does it function	If NO, leave comment- what was the issue? What is fixed, if so, how was it fixed? If not, please report issue to either NZ admin/SFX admin or if ticket was opened, please share Ex Libris case #	Example	REFERENC
This checklist is for items and settings for e-resources that should have migrated from SFX. *List is mainly for Tech Services personnel. Check if the item migrated, migrated correctly and if not, what was done to fix the problem. If unable to fix, may need to report to Ex Libris as possible migration bug. Help available in REFERENCE column.	Proxy box checked for subscribed eCOLLECTION (includes eResources & eBooks)	NO	SET PROXY TO ENABLED for Safari Tech Books		Proxy activation options: http://tinyurl.com/z8jojy4
Recommended Search for e-Resources: Alma Dropdown menu > **Find Electronic Collection** > where **Electronic Collection** > contains NAME OF eRESOURCE	Library Group Setting (new term for merged/shared) appears for shared e-COLLECTION	NO	Network Zone admin had to add group setting to shared e-collection Gale OneFile		
	Check Merged Targets migrated from SFX to e-resources in NZ. Does library name appear in e-collection in the NZ?				List of Merged Targets in SFX: http://tinyurl.com/pra5 Check list of Merged Targets in SFX to list of shared Library name should be listed in shared resource in Quick video on inherited "Available For" e-resources Ex Libris documentation about what is shared and wl

INSTRUCTIONS-HOW TO USE TASK LIST	Tasks post-migration	Finished task	Report issues or problems with finishing Task	Example	REFERENCES
*This list is for items that are known to NOT migrate from SFX and may need to be set up post-migration. *Included is a list of possible tasks Tech Services will have to complete post-migration. The list is similar to some tasks found in SFX. Also the tasks will help ensure e-resources are functioning correctly in Alma. *Help for each task is available in REFERENCE column.	SAMPLE TASK: Fill in LOC_ID for GaleGroup e-collect	YES			
Recommended Search for e-Resources: Alma Dropdown menu > **Find Electronic Collection** > where **Electronic Collection** > contains NAME OF eRESOURCE	SAMPLE TASK: FILL IN FACTIVA XSID	NO	NEED TO CONTACT FACTIVA FOR UPDATED XSID	sample XSID: S00Ys7fYszyMTZyMTA sN9YuNT2mMdmm5D FHY96oYqZINFFBQUF BQUFBQUFBQUFBQU FBQUFBQUFBQUFBQ UFBQUFBQUFB	
	Update SFX Link Resolver address to UResolver address with each vendor				Libraries will need to contact each vendor to update their SFX link resolver
	Link locally created (LCL Targets in SFX) e-resources to CZ if possible				These are Full Text targets that were locally created in the library's local SF Ex Libris did not add these to the SFX KB and are labeled with the suffix _LCL in the internal Target Name in SFX. If a full text LCL target was migrated from SFX to Alma, the locally created target will need to be linked to a corresponding e-collect Link local electronic collection to CZ electronic collection: http://tinyurl.com/ze2hjrs & http://tinyurl.com/hlynfh5

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How to Checklist for ERM

Electronic Resources tasks you should know how to do before "Go-Live" in Alma.

Tasks	Documentation	Webinars and Videos
Activate an e-resource collection	[Ex Libris documentation on activating an electronic collection](#)	[Ex Libris Webinars for activating e-collections](#) - Fullerton Workshop
Working with **Descriptive Records** (Database-level records)	[Introduction to working with the CZ and electronic resources](#)	
Activate an **e-resource portfolio**	[Ex Libris documentation on activating e-resources](#)	

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ERM Post Migration Checklist

This list is for items & settings for e-resources that should have migrated from SFX.

Task	References	Examples	Priority
Check Merged Targets migrated from SFX to e-resources in NZ. Does your library's name correctly appear in the list of libraries in the "Available for" or "Held by" label for that e-collection in the NZ?	[List of Merged Targets in SFX](#) Use [Query](#) to locate shared e-resources in NZ to compare to SFX Merged List. Ex Libris documentation: http://tinyurl.com/hyryptv	JSTOR Arts & Sciences X Current Available For:**SJSU**	Essential
Is "Activate new portfolios with service automatically" checked for aggregator resources?	Information located in Step 3 Activating an Electronic Collection Using the Activation Wizard http://tinyurl.com/jhsxjhp		Recommended

Figure: https://calstate.atlassian.net/wiki/spaces/ULMST/pages/70287382/ERM+Post-Migration+Check+List

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ERM Post-Migration Task List

This list is for items that are known to NOT migrate from SFX to Alma

Task	References	Examples	Priority
Fill in LOC_ID for GaleGroup	Library-Specific Parameters section http://tinyurl.com/jhsxjhp		Essential
SFX Modules moved to different areas of Alma	These are modules that are currently being used in SFX that are in different areas of Alma, such as Display Logic, Related Object, Proxy, Direct Linking, Updating labels (known as Translation and Display in SFX), Feedback form		Recommend
Link Resolver Plug-in for EBSCO e-collections.	set up link resolver Plug-in for EBSCO:		Recommend

Figure: https://calstate.atlassian.net/wiki/spaces/ULMST/pages/70287380/ERM+Post-Migration+Task+List

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ERM Known Issues

00230491	The Group Settings>Linking parameters in the NZ not working. Not able to connect to Factiva.	ExL states the issue will not be resolved until **Q3 2017 (July 2017)**	6/28/2017	closed
00237902	Shared e-resources do not appear in list of resources from IZ Display Logic configuration	**9/27/2016 UPDATE:** Shared resources cannot be added to Display Logic in a local Alma instance.	08/16/2016	closed

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P2E List

Do Not Migrate:

❖ Do not migrate Serials Solutions records (ejournals and ebooks)

❖ ebooks - Do not migrate ebook records if also activated in your SFX instance or the Chancellor SFX instance.

❖ PDA/DDA collections (ebooks and streaming video) - Do not migrate **purchased** PDA/DDA items if they are activated in your SFX instance. **Exception**: you may choose to migrate a record (as suppressed) if it has an order

Migrate:

❖ Migrate streaming video collections not available in the CZ or SFX. **Example**: Library has a Docuseek2 subscription consisting of 20 bib records. Migrate these records and create a local e-collection in Alma (optional).

❖ Migrate MARCIVE records (Documents without Shelves). MARCIVE records can be identified in the 040 field – look for: |dGPO and/or |dMvI Note: Forthcoming webinar with Ex Libris.

Source: https://calstate.atlassian.net/wiki/spaces/ULMST/pages/77929649/P2E+Recommendations+for+e-journals+and+e-books

Search Queries

Queries to test data migration in IZ and NZ

Advanced Queries for Electronic Collections to generate a list of e-collections for ordering:

This query identifies all records identified as electronic collections in IZ (aggregator packages, databases, and selective packages):

Electronic Collections where Electronic Collection (Electronic collection Name contains keywords "*")

List of Opt-in's in NZ for a specific library:

Electronic Collections where Electronic Collection (Internal Description (Electronic Collection) contains keywords "Opt-in" and **Collection available only for** equals "LIBRARY_NAME"))

List of Opt-in's and Interface name in NZ:

Electronic Collections where Electronic Collection (Interface Name contains keywords "ebscohost" and Internal Description (Electronic Collection) contains keywords "Opt-in")

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Merged List of Shared e-Collections in the NZ

SFX Clean Up and Migration Prep
Recommended Tasks for SFX before freeze:

Task	References	Examples	Priority
Run Incomplete Activation report on the SFX server to see if any clean up is needed in the local SFX instance.			Recommend
SFX and BX	bX has already been configured in Primo Central for Primo. Recommendations appear in Primo results, not in Uresolver menu.	bX Uresolver statistics are being harvested from Alma.	Informational

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ERM Policies, Best Practices, & Procedures

CSU Libraries should manage e-collections via CZ, if available, irrespective of fullness of records (i.e., quality of the metadata) in lieu of loading vendor records in NZ.

Tech Services: Provider-Neutral Records & Use of Database-Level Records
Recommends the use of Provider-Neutral records for electronic resources to eliminate proliferation of records describing essentially the same content.

The Opt-in e-book collections will be managed in the NZ by the Electronic Resources NZ administrator.

Figure: https://calstate.atlassian.net/wiki/spaces/ULMST/pages/57704510/ERM+Policies+Best+Practices+and+Procedures

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Well, that's done... what should I do next?

Things we could have done better!

Our emphasis on data migration led us to neglect a few other things until the last minute...

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Proxy Set Up

- Alma Configuration > General > Integration Profiles
- Check all IZ ecollections and make sure the Service has your default proxy set. Supposed to migrate from SFX, but wasn't always consistent.
- Also set in Primo BO for PCI links: Ongoing Config Wizards > Institution Wizard

Link Resolver Switchovers

- Yes, you must change your address with all of your vendors, and no, you can't do it in advance!
- Solution: Our Chancellor's Office gave each campus a redirect URL. This way, we could give vendors the redirect in advance. Then on go-live, the C.O. forwarded the redirect to the new address.

General Electronic Services

SFX was plug & play, Alma is more DIY.

Use case: "**Report a Problem**" forms

- https://www.orbiscascade.org/blog/9/?bid=119 or
- https://developers.exlibrisgroup.com/blog/UResolver-reporting-form (Ian Chan, CSU San Marcos)

General Electronic Services, cont.

Use case: **ILLiad** (send openURL data to ILLiad forms)
- Theoretically, you could have a single ILLiad GES, but it's better to have at least one for articles and one for books.
- Our situation was complicated by consortium Resource Sharing arrangements; had to make sure only one option or the other appeared.

General Electronic Services, cont.

More use cases…

- Google Scholar Search
- ERIC Documents Search
- ProQuest Dissertations Search

For details, see our wiki page on General Electronic Services.

Publishing E-holdings to Google Scholar

- If you had an existing SFX job, you must set up the job in Alma, then tell Google Scholar to use it.
- Takes some time for the results to appear. Give the new service a slightly different name than your old one, so you can tell when it's live!
- We had IZ vs. NZ issues that required ExLibris intervention.

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Usage Statistics & Vendors

Migrating data from USTAT was handled by ExLibris but took multiple tries.
- In Alma, **Vendors** are the hook on which you hang usage statistics. For example, SUSHI harvesting settings are under Vendor. The **Interfaces** associated with Vendors also come into play for Display Logic Rules!

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Lessons Learned

➢ Dedicate a task force to ERM pre and post migration.

➢ Governance needs continue post migration! We are now an ACQ/ERM task force.

➢ Review what's already out there from Orbis Cascade, CSU, others

➢ ExLibris documentation for NZ and ERM migration is underdeveloped.

➢ Coordinate with other areas. Understand the relationship and functionality among ACQ, Fulfillment, Systems, ERM, Analytics and Primo and the impact of a decision on others in a shared environment.

➢ Be prepared to become knowledgeable in other areas - Primo or cataloging.

➢ Have a space (wiki) to keep policies, procedures, and other documents for current & future staff.

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Questions?

Thank you

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