

Migration Update

March 23, 2018

TLN staff is focused on completing all of the workbooks containing our policies and parameters before our training begins April 3. TLN staff training will continue through April 13, and we will have two weeks to complete data testing before library staff training begins on April 24 and continues through May 4. At least one person from each library is registered for circulation, discovery, and item maintenance, and details about the classes will be distributed closer to the dates. If you are unsure about the time, date, or location of your classes, please email me, and if you discover a conflict please contact me as soon as possible. There are twenty classes during that two week time period with well over 200 people registered, so I will not be able to send individual email reminders.

All of the classes are hands-on with one person per computer so please do not try to send additional people to the classes. There is no extra space.

One or two people from each library will be trained by CARL staff and they will be expected to go back and train the rest of the staff at their library. Strategies for training local library staff were discussed at yesterday's SASUG meeting, and a document with suggestions for training was distributed. It was also sent with the system update and a copy can be found on the CARL Migration Information web page on the TLN website. (<http://tln.lib.mi.us/dept/shared-automation/migration/>) If you have additional ideas or suggestions for staff training, please use the sasusers list to share them with the group.

The training server will be available for library staff use through 6:00 on May 25. The training server will NOT be available during the final data migration May 26-28 and it will NOT be available for the first week we are live. CARL does not want anyone to accidentally use the training server instead of the live system so they disable access to it. Libraries need to complete their initial staff training prior to May 26. The live system and the production server may not be used for staff training. Test patrons and fake transactions cause problems for all of the libraries and do not belong in the live system. Staff logins will be disabled for any library that violates this policy. The training server will be available for ongoing library staff training after June 4.

TLN staff is focused on preparations for the transition to CARL, so it may take extra time to respond to non-urgent help desk tickets.

We have received updated dates for the final data extracts from CARL. The bibliographic database will be frozen at 6:00 pm on Friday, May 18 and the data will be extracted and loaded on the new system. This means that libraries will not be able to add brief records and BDBS will not be able to add MARC records or modify existing records after May 18. Acquisitions and Serials data will be frozen at the same time. The Serials module will not be available and Acquisitions libraries will not be able to place new orders but they will be able to receive existing orders and view funds. The item, patron, and transaction data will be extracted on May 25 at 6:00 pm. Libraries will be able to add and modify items and patrons, place holds, check items in and out, and perform all other circulation tasks until SirsiDynix comes down for the last time.

Please contact me if you have any questions about the training or other aspects of the migration.

Celia Morse
Automation Services Consultant
The Library Network
41365 Vincenti Ct.
Novi MI 48375
248-536-3100 ext. 104 fax 248-697-2920
<http://tln.lib.mi.us>