

# Migration Update

March 2, 2018

The Shared System Users Group's publicity subcommittee has developed materials for libraries, including signs and bookmarks with graphics, sample newsletter articles and press announcements, and wording for websites and social media. Links to the files can be found on the CARL migration information page on the TLN website:

<http://tln.lib.mi.us/dept/shared-automation/migration/>

The files are available in Word and Publisher and libraries can add their own branding if desired. TLN will also have a quantity of bookmarks printed that libraries may request if they are unable to print their own materials. We will let you know when they are available.

The policy files contained in the circulation map and hold map have been sent to CARL for inclusion in our system. We will not make any changes to your existing circulation policies because those changes would not be reflected in our new system.

Thank you for your cooperation in registering for the training classes that will be held at the end of April and beginning of May. I have sent confirmations to all libraries. Your training dates and times are firm. All training is hands on with one computer for every participant, so space is limited. Do not send additional people to training classes and do not send anyone to a class that your library has not registered for. If you find that you have a conflict with a scheduled class date, please let me know as soon as possible. All day circulation and acquisitions training will be 8:30-5:00, morning discovery and serials classes will be 8:30-12:30, and afternoon item maintenance and serials classes will be 1:30-5:30. More information about the training will be distributed in early April.

Libraries will have access to the training system in late April and will also receive a client to install on staff workstations, similar to the process used for SirsiDynix workflows updates. The training system will have the CARL.X software customized for TLN with our parameters and will use our patron and bibliographic databases. There will be a final update of the client shortly before May 29 that will include needed software changes and updates.

If you or other staff members are attending PLA at the end of the month, please stop by The Library Corporation's booth in the exhibits and introduce yourself. The TLC CARL staff are looking forward to meeting you and will be able to show you some highlights of the new catalog.

I am available to meet with library staff and library boards to provide additional information about the CARL migration. I am also available to meet with new library directors and staff new to the shared system to answer questions and help you learn about the operation of our complex consortium

Please contact me with any questions.

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