



Encore Implementation Report - June 2014

- 1) ~~Finalize Innovative Development Timeline (April 28)~~
- 2) Encore Configuration Decision Making¹
 - a) ~~Members Library Staff Advisory Group - Jessica Kerr; Gillian Thorpe; Tom Lawrence; Rhiannon Leo; Sue Ray; Annalee Giraldo; Julie Dempsey; Beverly Santero~~
 - b) Pending Encore Actions
 - i) Databases
 - (1) Currently Serving
 - (a) Academic One File - Contains 59,486,004 articles
 - (b) General One File - Contains 125,875,685 articles
 - (2) Seeking to Add Four Additional Databases
 - (a) Business Insights Essentials
 - (b) Gale Virtual Reference Library
 - (c) Health Reference Center Academic
 - (d) Opposing Viewpoint in Context
 - ii) Improving genre/subject indexing
 - c) Potential Changes Collected by MHLs Staff & Referred to the Resource Sharing Committee
 - i) Considerations of Adding Databases Licensed by One or More Member Libraries but Not All Member Libraries
 - (1) Is the database supported by Encore? (i.e., EDS Partner Database)
 - (2) How will the database(s) be served by Encore? (For example, if several libraries subscribe to the same database, how will Encore deliver citations to all and full text to subscribing libraries?)
 - (3) Does the licensing agreement held by one or more member libraries permit interlibrary loan to other member libraries?
 - (4) What will be the policies and procedures of member libraries regarding patron requests for full text articles/resources available from one or more member libraries but not all member libraries?
 - (5) What will be the policies and procedures of borrowing and lending libraries in providing full text articles/resources to library patrons?
 - ii) Order of Facets
 - iii) Display of Recent Searches
 - iv) Group Logins
- 3) Updates on Encore
 - a) ~~Resource Sharing Committee (April 24)~~
 - b) ~~Directors Association (May 6)~~
 - c) Directors Association (June 5)
 - d) Resource Sharing Committee (July 10)

¹ Encore is primarily a turnkey application; however, some configuration decisions will need to be made.



- 4) Communications to the Staff of Member Libraries
 - a) Focus is Service Advantages of Encore
 - b) Communicate Methods
 - i) MHLS Bulletin (Started April 15)
 - ii) ~~Handout for Distribution to Every Library Staff Member (Week of May 5)~~ – REVISED to General Information Handout (Week of June 9)
 - iii) Sierra Listserv (Started April 15)
- 5) Staff Training
 - a) ~~MHLS Staff Visits to Member Libraries Based on Directors' Request (Weeks of May 5 & 11)~~
 - b) ~~Innovative Live Webinar Available at: MHLS, Library/Home Computers (May 1)~~
 - c) ~~GoToMeeting Session(s) Based on Specific Training Request(s)~~
 - d) HELP/Training Modules in Knowledge Base Available On Demand (June)
- 6) Communications to the Library Patrons
- 7) Focus is Service Advantages of Encore
 - a) MHLS Staff & Marketing Committee Develop Communications
 - i) ~~Q & A sheet covering likely patron questions, screen shot flyers, desk signs with talking points on back (Distributed at staff training & via Delivery Services week of May 5)~~ - REVISED to General Information Handout (Week of June 9)
 - b) Website Messages on MHLS managed Web sites as requested by Library Directors
 - c) Encore Notices on the Legacy WebPAC Post Library Implementations
- 8) Going Live with Encore
 - a) Each Library Director will Decide When to Go Live
 - i) 37 MHLS managed Web sites (Starting May 13)
 - ii) 29 Library managed Web sites (Starting May 13) – PLEASE NOTIFY ROBERT WHEN YOUR LIBRARY GOES LIVE
 - b) Legacy WebPAC Pro
 - i) Notice to MHLS on Desirable Functions in WebPAC not in Encore
 - ii) WebPAC Supported by MHLS Staff Ends as of November 13