

MiLE Library Manager Training
Tuesday, March 25, 2003 ~~10:00-11:30~~
AGENDA

9-10

- MiLE demonstration
 - User at Horizon site
 - User at non-Horizon site
 - MiLE project Website

- MiLE Profile forms
 - URSA implementation guide forms
 - URSA Online Profile Forms

- Set up local ILS for URSA
 - Focus on Horizon setup
 - I-Types, B-types

- MiLE Implementation
 - ILL-Circulation Policies
 - Book Bands
 - Van service
 - MUSCLE listserv
 - Local Web access to MiLE
 - Training and testing
 - Publicity and evaluation
 - Going LIVE!

S.Muir/D.Callaway
March 24, 2003

Handouts for the Library Manager Training

1. Web addresses for MiLE
2. List of pages to complete in URSA Implementation Guide
3. Sample URSA profile forms from WSU (and MiLE Website)
4. Sample email messages from WSU
5. Sample Horizon btype, itype and collection code info from WSU
6. MiLE problem reporting procedures