



SWAN Acquisitions Users Group Agenda

Thursday, June 11, 2020, 09:30 AM – 12:00 PM

Virtual GoToMeeting

Register on L2 - <https://www.librarylearning.info/events/?eventID=30234>

Chairs:

- Samantha Dietel, co-chair, SWAN
- Vickie Totton, co-chair, SWAN

- I. Welcome and introductions
- II. BLUEcloud Acquisitions update
- III. Creating items with biborderload report
- IV. Midwest Tape ordering issues and website upgrade
- V. Acquisitions from home - how is it going?
- VI. Rollover during stay-at-home order
 - a. Questions from Laura Folliard (WMS):
 - Do libraries contact the vendor pre-rollover? If so, how far in advance of rolling over do they notify vendor?
 - What specifically do they request of the vendor? (Do you need to ask them to stop processing your orders temporarily? Do you need to ask them to roll over any existing orders to the new fiscal year? Etc.)
 - Who is their point person? Tech Support or Product Support, etc.?
 - Do they contact the vendor post rollover? If so, what specifically do they request of the vendor?
 - Are there any common post-rollover issues that arise and how are they resolved?
- VII. From Rebecca Bartlett (LGS): We have a backlog of items to process, so I would like to learn about reports we can run in SWAN to show which of our On-Order items have holds so we can work on them first.
- VIII. From Rebecca Bartlett (LGS): Working with vendors during the quarantine. For example, Baker & Taylor has some staff on partial furlough.
- IX. Next Meeting

Thursday, October 8, 2020, 09:30 AM – 12:00 PM (Location) - Register on L2
<https://www.librarylearning.info/events/?eventID=30235>