



SWAN Fireside Chat

May 30, 2023

Agenda

- MessageBee Update
- EBSCO renewal update
- Comics Plus reminder
- SWAN Expo Update
- Board Election Update
- Aspen update: Descriptions & Library Use Statuses
- Aspen office hours & release updates
- Upcoming meetings, training, announcements

MessageBee Update

MessageBee
Training, Release,
Office Hours

- Training Recording Available: [MessageBee Rollout and Training](#)
- Office Hours
 - Wednesdays at 11:00
 - June 7th
 - June 21st
 - July 5th
- Email Go-Live Tuesday, June 27th

MessageBee Documentation

MessageBee documentation is now live and available!

May 30, 2023



MessageBee

[View](#) [Edit](#) [Outline](#) [Delete](#) [Add another](#) [Revisions](#)

The MessageBee platform handles patron notices and notifications via email, SMS text messaging, and phone.

[Login and Logout of MessageBee Portal](#)

Follow the directions below to login to the MessageBee portal

[Running Reports in MessageBee](#)

The reports and graphs area in the portal is where you can create a statistical report on your notice deliveries. You will apply the report filters to create a report.

[Meetings & Trainings](#) [Documentation](#) [Help](#) [About](#)

A TOPICS		PLATFORMS
Accounts & Logins	Interlibrary Loan (ILL)	Aspen Discovery
Acquisitions	Quarterly Billing	KitKeeper
Cataloging	Reports & Statistics	MessageBee
Circulation	Research & Pilot Services	MobileStaff
Discovery & User Experience	Serials	All Platforms
E-Resources	Technology & IT	
ILS Configuration		

[Modifying Templates in MessageBee](#)

For both your email and SMS notice templates you can edit your notice's message. In addition, you also have the ability in your email templates to edit the menu, and contact link, and the ability to display banners at the top and bottom of your templates.

[WorkFlows, SIP2 , Aspen, and MessageBee Logins](#)

Library directors can access logins for WorkFlows, SIP2, and Aspen Administration and deliver them to staff.

[Processing Notice Errors in MessageBee](#)

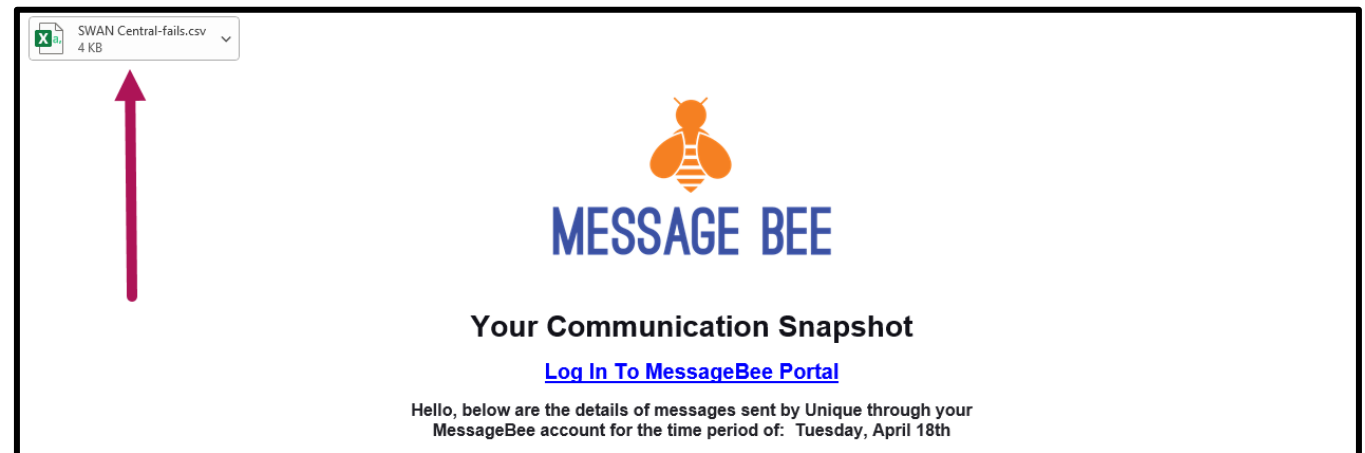
MessageBee provides a few ways to process any errors that you may come across. The daily digest is sent to the library's aliased email. Also, you can log in to the MessageBee portal to see why a patron may not have received a message.

Staff Expectations

Manual SMS discontinued



MessageBee Report Digest



EBSCO group purchase renewal

- EBSCO SWAN order submitted to RAILS
- Updated links will be sent to libraries by end of June
- New EBSCO selections will be live July 1

April 24

- ~~• Database selection form will open~~

May 12

- ~~• Database selection form is closed~~

May 24

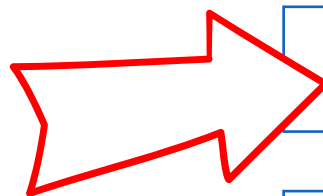
- ~~• SWAN order details are due to RAILS~~

June 30

- Updated EBSCO links sent to libraries

July 1

- Updated EBSCO selections are live



Comics Plus

There's still time to subscribe!

Readers have unlimited, simultaneous access to digital comics, graphic novels, and manga.

Details and pricing available on the SWAN Discounts page



COMICSPLUS[®]
POWERED BY **LIBRARY**
PASS

SWAN Expo

- **When:** Friday, August 18th, 2023
- **Where:** Moraine Valley
Community College Business &
Conference Center (Palos Hills)
- **Cost:** \$35/attendee

- Session Previews & Registration:
[SWAN Expo 2023](#)

Board Election Update



- Two seats on 7 member SWAN governing board
- Election e-ballot completed Friday, May 26th
- Elected representatives
 - Jennifer Cottrill, Library Director, Midlothian Public Library
 - Samantha Johnson, Executive Director, Roselle Public Library

Aspen Update: Descriptions

Aspen is now using the MARC 520 field for descriptions in the catalog.

If a 520 field description is not available, patrons will see the Syndetics Solutions description.



1) Death comes to Marlow: a novel

Author Thorogood, Robert
Series Marlow Murder Club mystery **volume 2**
Language English

Book

Checked
Out/Available
Elsewhere

Place Hold

Show Edition

Where is it?

eBook

On Order

Place Hold
OverDrive

Show Edition

1 copy, 2 people are on the
wait list.

"It's been an enjoyable and murder-free time for Judith, Suzie and Becks - AKA the Marlow Murder Club - since the events of last year. The most exciting thing on the horizon is the upcoming wedding of Marlow grandee, Sir Peter Bailey, to his nurse, Jenny Page. Sir Peter is having a party at his grand mansion on the river Thames the day before the wedding, and Judith and Co. are looking forward to a bit of free champagne. But during the soiree, there's...

More Info

Add to list

SHARE



Aspen Update: Library Use

Items with a status of IN_LIB_USE, LIBRARYUSE, and STAFFUSE will be considered "available" in Aspen.

Previously these showed as unavailable and didn't communicate to patrons that library of things and other library-use only items were available to use.



1) HP EliteBook 840

Language: None

Unknown **Library Use Only** Place Hold

Show Edition

Roselle Public Library District - In-Library Use Only
Laptop #781
1 available

Roselle Public Library District - In-Library Use Only
Laptop #782
1 available

Roselle Public Library District - In-Library Use Only
Laptop #783
1 available

More Info Add to list SHARE

User groups & upcoming events

Upcoming Meetings

SWAN Office Hours are events held with experts at SWAN for anyone that would like to ask questions and discuss in a virtual group setting.

- Monthly Office Hours
 - Circulation/ILL/Outreach: 6/7 at 2:00 PM
 - Cataloging: 6/14 at 10:00 AM
 - Aspen Discovery: 6/14 at 1:00 PM
 - Circulation & Hold map: 6/14 at 2:00 PM
 - BLUEcloud Analytics: 6/22 at 2:00 PM

We updated these events in L2 to allow for registration, which gives you the benefit of receiving email reminders.

- Meetings
 - ILL Users: 6/7 at 9:30 AM
 - Aspen Users: 6/13 at 9:30 AM
 - Circulation Users: 6/21 at 9:30 AM
 - E-Resources Advisory: 6/22 at 1:30 PM
 - Directors Coffee Hour: 6/26 at 1:30 PM

Thank you!



**Next Fireside Chat:
Tuesday, June 27th 11am-noon**

See L2 for Zoom details.