



SWAN Acquisitions and Cataloging Users

September 14, 2023



EXTRA! EXTRA!
SEE ALL ABOUT IT!

Book, Archival & A/V Repairs and Processing Manuals presented by LACONI

WHO: LACONI's Technical Service Section

WHAT: An in-person materials repair workshop, a catered lunch with peers, followed by a panel on processing manuals.

WHEN: Friday November 3, 2023, at 9:30 AM

WHERE: Tinley Park Public Library, 7851 Timber Dr., Tinley Park, IL 60477

*Check L2 or <https://www.laconi.net/technical-services> to register.

Vendor Discussion from SWAN Expo



The Polish Book Institute (Instytut Książki) is an institution established to promote Polish literature abroad. On its website, you can view lists and indexes, including those of the most important Polish authors, books, and awards. You will find them at the following address:

<https://instytutksiazki.pl/en/polish-literature,8.html>

To help you in compiling a list of the most important Polish literary works, a very reliable source of information on Polish culture was created by the state-run Adam Mickiewicz Institute.

<https://culture.pl/en/topics/language-literature>

You can also buy Polish books at a number of Polish-American online bookstores. Contacting them perhaps might be the easiest and fastest way of acquiring books. Here are two examples of bookstores:

<https://polonia.com>

<https://thepolishbookstore.com>

If you are interested in purchasing Polish books, they recommend contacting the following companies and the people representing them:

- ABE IPS – Ms. Beata Sitek – beata.sitek@abe.pl

- ARS Polona – Mr. Sebastian Krawczyk – sebastian.krawczyk@arspolona.com.pl

These are the distributors of Polish books abroad who also collaborate with The National Library of Poland.

A HUGE THANK YOU TO **Sarai Barrios** for contacting **Justyna Morawska**, Discipline Cataloguing Department, at the National Library of Poland, al. Niepodległości 213, 02-086

Warszawa email: j.morawska@bn.org.pl



Find presentations on the [SWAN Expo Presentation Archive](#)

Processing Tonieboxes

Denton Public Library

[Tonies are now available at the Library! : CityofDenton : Free Download, Borrow, and Streaming : Internet Archive](https://www.cityofdenton.org/InternetArchive/FreeDownloadBorrowStreaming)



Kit bags:

https://www.amazon.com/Annmore-Carrying-Characters-Transparent-Organizer/dp/B0BNV41CP8/ref=sr_1_1_sspa?crid=2YBE577RZEFSD&keywords=tonies%2Bclear%2Bcarrying%2Bcase&qid=1694535580&srefix=tonies%2Bclear%2Bcarrying%2Caps%2C116&sr=8-1-spons&sp_csd=d2lkZ2V0TmFtZT1zcF9hdGY&th=1

Challenges:

" As far as getting them ready to go out, I did have some issues with getting them set up. They need a 2.4 GHz Wi-Fi network and most are 5 GHz now. I had to set them up using my mobile phone's hotspot instead of our library Wi-Fi because of that.

They do take some time to get set up and ready. You have to connect to Wi-Fi to set each one up and then I had to download the content for each Tonie to the box it goes with so patrons will be able to use them without Wi-Fi. Each Tonie figure has to be on the Toniebox for several minutes in order to download the content to the box. Also, a Tonie figure will then only work with the Toniebox it is downloaded to, which is why we chose to keep these as kits. I have seen where libraries have lots of boxes and lots of figures but circulate them separately and have all of the figures downloaded to all of their boxes. If a figure gets lost and needs to be replaced OR they decide to add figures, they have to find a way to collect all of the boxes in order to download the new one to all of them. How I chose to set them up would only require downloading the replacement to the box from the kit it goes with, which we would have in our possession already since we are working to resolve the missing figure."

Processing Tonieboxes

- Winoma Public Library
- Cases:
 - [Amazon.com: Case Comaptible with Toniebox Audio Player Starter Set and for Tonies Figures Characters.Toy Story Storage Organizer Carrying Holder for Headphones, Charging Station and Accessories \(Box Only\) -Blue : Electronics](#)
 - [Amazon.com: Augbunny Multi-purpose Waterproof Clear Vinyl Zippered Organizer Toiletry Cosmetics Makeup Bag Pouch 4-pack : Beauty & Personal Care](#)
- Challenges:
 1. We haven't had any theft of anything. The Tonies are kept behind the desk until the patron is ready to checkout. They bring them back to a service desk to check them in rather than putting them in a bookdrop. The Tonieboxes are kept on the shelf in the linked carrying case, but they're so large and bright, it would be difficult to walk out with it without one of our staff knowing it wasn't properly checked out.
 2. **Challenges with the collection**—They've held up really well. We haven't had anyone lose a Tonie or Toniebox (knock on wood) and nothing has been damaged since we started circulating them in April. The only thing that did happen recently was that someone factory reset a Toniebox, which erased all of the downloaded Tonies on that box. We downloaded all of our Tonies on the Tonieboxes so we can circulate the Tonieboxes in offline mode. It takes a lot of work up front to get them downloaded (and to do it again if they factory reset...), but it minimizes the amount of patron questions about how to connect to wi-fi. The wi-fi on the Tonieboxes can be a bit finicky, and I've found circulating in offline mode has significantly reduced user issues. We've since added stickers to the boxes that requests patrons keep them in offline mode and not reset (seen in the attached photo).
- They've been received extremely well by kids and families. We very rarely have any boxes on the shelf and just a handful of Tonies at a time because they're all in use. Families who already own a Toniebox can use our Tonies on their personal boxes, and we've gotten great feedback from those families that they really appreciate not having to purchase the Tonies since the kids tend to be done with a Tonie after listening enough times. I haven't had a single piece of negative feedback since we launched them in April!



Oculus Headsets

- [Oculus](#)
- [Oculus Quest Kit - Creating at Cline Library - Research Guides at Northern Arizona University](#)
- [Home - Oculus Quest VR - Subject Guides at Vernon Area Public Library District \(vapld.info\)](#)



Weeklies

Weeklies list for 2024 has been posted.

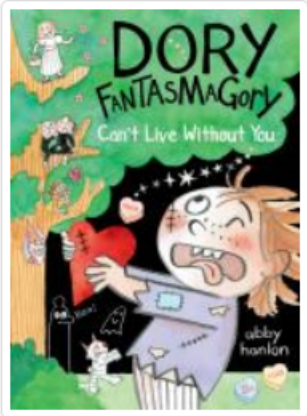
- Transfer serial controls once all the 2023 issues have been received

OR

- Create new serial controls

Transferring a
Control <https://support.swanlibraries.net/documentation/66563>

On-Order Copies in Aspen



26) **Dory Fantasmagory: Can't Live Without You**

Author Hanlon, Abby
Series Dory Fantasmagory
Publisher Dial Books
Pub. Date 20230926
Language English
Appears on list September 2023

Book

On Order

Show Edition

[Where is it?](#)

The wildly popular, ever hilarious Dory Fantasmagory series returns with Dory turning separation anxiety into a ghostly, spooky adventure. When Dory loses track of her mom in the hard-to-find woods, she turns to her ghostly friends for help. Dory suspects her mom will soon sail off to play kickball and never return. These are big feelings for a little girl. Sheet...

More Info

Add to List


Where is it?

Available Copies	Location	Call #
0 of 1	Carol Stream Public Library - On Order	XX(3162481.13)
0 of 1	Elmwood Park Public Library - On Order	XX(3162481.12)
0 of 1	Evergreen Park Public Library - On Order	XX(3162481.15)
0 of 1	Frankfort Public Library District - On Order	ON ORDER
0 of 1	Geneva Public Library District - On Order	XX(3162481.4)
0 of 1	Glenside Public Library District - On Order	XX(3162481.16)
0 of 1	Hinsdale Public Library - On Order	XX(3162481.2)

Pre-Cat Templates

If your library uses templates to manually create pre-cats, please review them and delete unused templates.

Make sure they are shadowed from the public catalog.

Control	Bibliographic	Call Number/Item	Bound-with	
<input checked="" type="checkbox"/> Shadow title 				
Rec_Status		Rec_Type	a	Bib_Lvl
Enc_Lvl		Desc	i	Entrd
Date1		Date2		Ctry
Audience		Repr	d	Cont
ConfPub	0	Festschr	0	Indx
Biog		Lang	eng	Mod_Rec

Tag	Ind.	Contents
020		ISBN q(large print)
100	1	Author. ?UNAUTHORIZED
245	0_	BVD PRE-CAT TEMPLATE LARGE PRINT FICTION / cAuthor.
250		Edition.
264	1	bPublisher, cdate.
300		pages (large print) ; c cm
590		LARGE PRINT
946		BVD/__/____
977		PRE-CAT
596		BVD

New self-paced courses



TS300: General Local Practices in Cataloging



TS301: Local Practices in Book Cataloging



TS302: Local Practices in Video Cataloging

<https://support.swanlibraries.net/meetings-trainings/swan-online-learning>

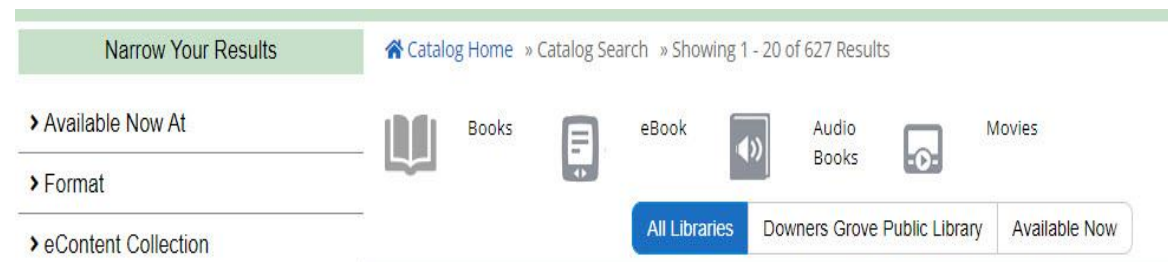
Searching in Aspen Discovery

Overview of:

- Basic searching
- Applying filters (format, fiction/nonfiction, language...)
- Navigation buttons

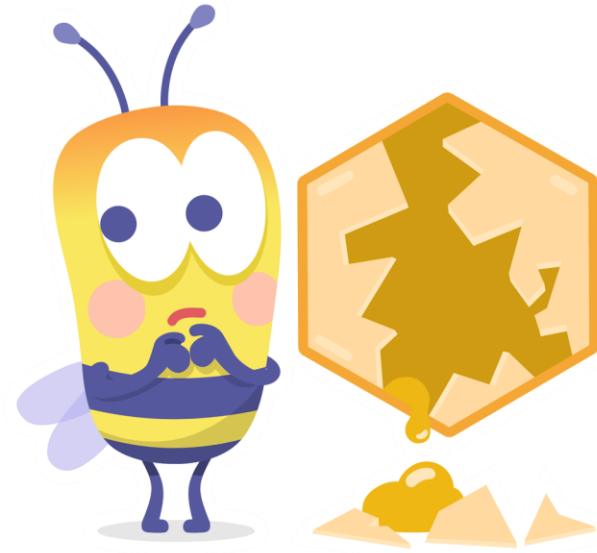
How to in Aspen Discovery:

<https://support.swanlibraries.net/platform/87102>



Update on Domain Issues

SWAN Domain name
registrar caused issues



Sep 7 Workflows and Aspen
Authentication

Sep 8 Transit Label Generator
and Patron Lookup Tools

Call for 2024 co-chair

User Group Chair Orientation:

<https://support.swanlibraries.net/training/94111>



2024 Acquisitions and Cataloging Users

Watch for an
announcement of
all SWAN 2024
meetings and
trainings!



Questions and Announcements

