



Rochester Region School Library Systems

5 Systems - A User's Guide

Searching the System

Search ^{BETA}

Keyword:

+ Add Title + Add Author + Add Subject

Search which library?

GO

Reset

The Five System's search interface defaults to keyword, relevancy ranked search results to provide a simple and intuitive search experience. Granularity can be added through the addition of field specific searches. Results can also be limited to the holdings of a specific library. With these three tools, the resources of the Rochester region are readily available for interlibrary loan.

Customizing the Search

The three buttons located below the keyword search box provide additional search options. Each button will spawn an additional search box below the keyword box that searches the corresponding field in the item's record. By combining multiple fields, results can be narrowed to meet the specific needs of the user.

Keyword:

Title:

Subject:

+ Add Author

+ Add Title + Add Author + Add Subject

Search which library?

At the very bottom of the search bar is a drop-down selector that allows the user's search to be limited to either a school district or a specific school within a district.

Once built, the search can be executed by clicking the green "GO" button to the right of the query. The current search build can be reset at anytime by clicking the "Reset" button.

GO

Reset



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The Search Results

Water Hole Waiting
AUTHOR: Kurtz, Jane
A thirsty monkey waits as the larger animals drink from the water hole on the African savanna.
YEAR: 2002 COPIES: 48
CALL NUMBER/SECTION: Fiction
SUBJECTS: Fiction, Africa, Animals, Zoology, Monkeys

FIC

Request this



A search of the catalog will bring up the top 300 results of the query. Each individual result will feature the most vital bibliographic information including: title; author; a brief summary; the latest copyright; the number of copies available across all five systems; the full call number and the most common subjects in the cataloging records.

The title, when clicked, will bring up a detailed view of the item. Additionally, each subject listed is clickable and will initiate a subject search for the term selected. A shortened version of the call number is featured prominently in a grey block set off to the left of the cover image. A quick request button is available to expedite the ILL process in instances where the title is the most important aspect of the request and not a specific edition or printing.

Customizing the Search Results

You can further refine your search results by selecting the associated facets listed in the left sidebar. Facets are grouped together by type and can be combined together to further narrow the search results, with each facet being combined using “AND” Boolean logic.

When a facet has been applied it will turn from orange to black and is no longer clickable. The example to the left has narrowed a search set down to display only “Books” that have “Fiction” and “Monkeys” as subject terms.

The number in parenthesis next to a term reflects the number of results that will be shown if a particular facet is added. Referring to the same example, you can see that the currently selected facets have limited the results to 170 items. By selecting “Rey, Margret” the results will be narrowed down to 58 items.

Previously selected facets can be removed by clicking the back arrow in the browser window.

Limit Results

- View All Results

Limit by Format

- Book (170)
- Sound Recording (8)

Limit by Author

- Rey, Margret, (58)
- Rey, H. A., (32)
- Christelow, Eileen, (9)
- Curious George (television Program), (4)
- Rey, H. A. (hans Augusto), 1898-, (4)

Limit by Subject

- Monkeys (170)
- Fiction (170)
- Curious George (fictitious Character) (45)



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Sorting the Search Results

Sort Results

- Relevancy
- Title
- Author
- Year
- Call Number

By default, the search results are sorted by relevancy ranking with the *most likely* results listed first. The results can be reorganized to be listed in order by: title, author, year of publication or call number by selecting the appropriate sorting criteria in the left sidebar. As with facets, the currently selected sorting criteria will be shown black. Unlike facets, only one sort criteria can be applied at a time.

Detailed Item View

The detailed view provides an expanded overview of the records for an item from the catalog. The detailed view brings together information from all of the records for an item, regardless of edition or format.

Listed below the author and summary is a listing of the publication years for all of the Five System's holdings as well as the call numbers used in association with the title.

The listed subjects are an expanded list of the most commonly used subjects amongst the cataloging records for the item in the region. Clicking one will initiate a subject search for the term selected.

Rounding out the detailed view is a listing of notes compiled from the all of the records.

Caps for Sale

Details Editions Request

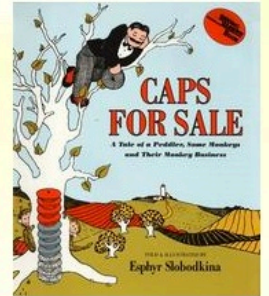
AUTHOR: Slobodkina, Esphyr

A band of mischievous monkeys steals every one of a peddler's caps while he takes a nap under a tree

YEAR: 2007, 1998, 1996, 1990, 1989, 1987, 1985, 1968, 1967, 1959, 1947, 1940

CALL NUMBER/SECTION: Fiction, Fiction, 12, 398.2

SUBJECTS: Monkeys-Fiction , Hats Fiction , Peddlers and peddling , Folk tales , RL-K , * , , American , FP-K , Hats , Big Book - Large Print , Specimens , Fiction , Monkeys , EASY , RR20 , Juvenile fiction , American Children's stories , Oversize books , Animals - monkeys - Fiction , Careers - pedlars - Fiction , Big Book Literature , Caps , Folklore , Responsibility , Humorous stories , Guided Reading - Level Books , Peddlars and peddling , CARR , Counting , Caps - Fiction , Mathematics , Juvenile literature , Thinker , SAGE , Character education , Thinkers



NOTES:

- A band of mischievous monkeys steals every one of a peddler's caps while he takes a nap under a tree.
- The monkeys steal the peddler's caps while he is asleep.

Caps for Sale

Details Editions Request

AUTHOR: Slobodkina, Esphyr

At the very top of the detailed view are three tabs that provide access to the detailed view described above, an edition specific request interface as well as a simple request interface. When viewing an item, by default the detailed view will come up. Selecting any one of the other two tabs will bring up the corresponding interface.



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The Editions Page

Editions

Details

Editions

Request

Each Editions page for an item will provide a complete listing of all the editions held by libraries across the region. Editions will be grouped by Publisher and Year of Publication, with each grouping showing the associated ISBN's and the holding libraries with a link to each library's MARC record. A specific edition of an item can be requested by clicking the button located at the bottom of each edition grouping.

Making a Request

All requests, whether a quick request from the search results, a request for a specific edition, or clicking the Request tab on the detailed item view, will bring up the request interface.

Each request is comprised of three elements: a Borrower Note, the Lender, and a Lender Note.

The Borrower Note is only viewable by the library making the request and will most often be used to denote the borrowing student or teacher.

The Lender is the school from which the item is being requested. Making a quick request or clicking the request tab will randomly select a holding library from within the same BOCES. Of course another library can be selected if desired from the drop-down interface. Edition specific requests will list a holding library of that particular edition and should not be changed.

The Lender Note is only viewable by the library the request is being sent to and can be used to personalize the request by including a variety of information including: greetings and thanks, length of time needed and other specialized needs.

Request for Caps for sale

Details

Editions

Load

Request

Title: Caps for sale
Author: Slobodkina, Esphyr

Borrower Note:

This will be visible by only you and others at your library.

Lender: *

Greece Parkland (3)

Lender Note:

This will be visible to the lending library.

Request



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Managing Your Requests

Member Options

- My account
- Log out

All interlibrary loan transactions will now be tracked through the Five Systems website. Loans and requests are available on each user's account page which can be accessed by clicking "My account" located under "Member Options" in the left sidebar.

Here, both current and past loans and requests are listed, showing: the item, the participating schools, the date of the request and the current status of the transaction. As your transactions progress, the changes will be reflected on these pages. Participants of an interlibrary loan transaction will also receive emails throughout the process to save them from continually checking here for status changes.

Incoming				
	View	Loans	Requests	Edit
Title	Lending School	Requesting School	Date	Status
Gone with the wind	Pittsford - Sutherland High School	Genesee Valley Professional Library Collection	08/04/2010	

Managing Your Account

View	Loans	Requests	Edit
Account information			
E-mail address: *			
<input type="text"/>			
<small>A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by e-mail.</small>			
Password:			
<input type="password"/>			
Confirm password:			
<input type="password"/>			
<small>To change the current user password, enter the new password in both fields.</small>			
School Information			
School:			
<input type="text" value="Genesee Valley Professional Library Collection"/>			

The "Edit" tab allows each library to self manage their account; adjusting their password and email information as needed.

Please keep in mind, the email entered in the system will be the email which all correspondences and updates go through. Some libraries have their interlibrary loan correspondences go through the aide, rather than the librarian, and the email should reflect that distinction.

The password used to login to the Five Systems site can also be changed here. Passwords are hidden, so if a password is forgotten, it can only be reset by a site administrator and not retrieved.