

# Alice Standard Conversion Datasheet

## Summary

The Alice conversion is a well-established standard conversion that our dedicated conversion team has performed many times with great results. Here is an outline of the process...

- You supply us with your data, screenshots, and key information via our secure FTP service
- We run the conversion here and supply your data and a conversion report.

### *What is a Standard Conversion?*

A standard data conversion includes conversion of data 'as is' using mappings we have devised from our extensive experience with this conversion.

### *What is data cleansing?*

Data cleansing is any activity not specifically defined in the scope of the conversion that changes, merges, deletes or filters data, or converts different records from the same place in different ways. Data cleansing outside the scope of a standard conversion is available via the Premium Conversion Service.

## What we convert

As Alice is a Softlink solution, we convert almost everything for which there is a corresponding field in Oliver/Liberty. Current exceptions include...

- Marc data is not converted
- Temporary loans (loans of uncatalogued items) and Advance bookings are not converted
- Only 10 borrower user fields are converted
- Fingerprints are not converted
- Automatically generated see / see also subjects are not converted
- Un-held articles (i.e. from periodicals) are not converted by default
- Data Modules that are not registered in Oliver/Liberty are not converted from Alice

## Barcodes

- A representative sample of barcodes physically printed on resources (typically 5, including different types if you have them) is required.
- If you use special barcode formulas (Parameters / General / Barcodes) and have not recently performed a stocktake on Alice V6, you will need to notify the conversion team well in advance.

## Merging

- Resources are not merged by default. *Merging of resources, (e.g. on matching Title and ISBN) may be possible on request.*
- Duplicate barcodes are appended with a suffix (e.g. "-1") by default.
- Some other merging of duplicates may occur.

## Preparation

- Scholastic years and roll classes should have unique descriptions
- Levels should have a unique consecutive sequence number
- A stocktake should not be in progress
- A recent shutdown is recommended
- Post un-posted non book expenses (otherwise they will not be converted)
- Purge unwanted loan history