

Bookmark to Oliver Merge Pre-Conversion Questions

Along with your Bookmark data and Oliver *Data* and *Blobs* folders (see data sending instructions document) for the conversion, we require some information before we commence the conversion. This document needs to be filled in and sent back to us together with the data & screen captures.

Generic Questions

Merging resources

1. Do you wish to merge the catalogue records (Title, Subjects, Authors, ISBN, etc) for resources from the bookmark systems which have the same Title and ISBN?

Note that resources will be merged across branches, and also within the same branch. Copy details (Barcode, Resource Loan Category, Branch etc.) will still be converted across.

Duplicate borrower barcodes

1. Will there be duplicate borrower barcodes?

Duplicate borrower barcodes are not allowed in Oliver so any borrower records in Bookmark with barcodes already in use in the Oliver system will be ignored during the conversion. This may be OK if the same borrower exists in both branches using the same barcode, but for two different borrowers sharing the same barcode, the 2nd borrower will be deleted and you may find that any loan records relating to deleted borrower will now be attached to the incorrect borrower.

2. Would you prefer that duplicate borrower barcodes be renumbered or ignored?

Duplicate resource barcodes

1. Same as the borrower barcodes - will there be duplicate resource barcodes in the systems to be merged?

Any copies of resources sharing the same barcode will have the duplicate barcode renumbered.

Branch names

1. What are the branch/site names of the systems to be merged?

Branch-specific Questions (Bookmark BRANCH 1)

Physical barcode format:

By physical barcodes, we mean the barcodes on the stickers of the books that get scanned in circulation.

Because Oliver requires these physical barcode for circulation, we require samples of resource **and** borrower barcodes, scanned from the barcode label on the book.

Please use your barcode scanner to scan in 5 examples of physical resource and borrower barcodes:

Resources		Title
1		
2		
3		
4		
5		
Borrowers		Name
1		
2		
3		
4		
5		

If you find that either your resources or borrowers from any one branch uses more than one format for physical barcodes, it is imperative you find the range of the barcodes that follow each formula.

Branch-specific Questions (Bookmark BRANCH 2)

Physical barcode format:

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