Acquisitions In Alma:
Transitioning from Voyager to Alma

By

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University of Kentucky Libraries

- ARL Library with over 4.2 million volumes

- Serve undergraduate, graduate and professional schools

- Regional depository library

- Access to 450 licensed databases, 71,000 e-journals and over 1 million e-books for just under 30,000 FTE

- Collections budget for FY16 was $7.3 million state and $3 million in endowments

Acquisitions Department
Handles acquisitions activities for all libraries but Law

- Monograph Acquisitions (3)
  - Ordering, receiving, invoicing, claiming
  - Copy cataloging
  - Gifts
- Print Serials & Invoicing (3.5)
  - Checkin
  - Claiming
  - Federal documents
  - Invoicing for all continuations

- Electronic Resources (3.5)
  - SFX links
  - Licenses
  - Ordering electronic databases, one time purchases
  - Usage statistics
  - Troubleshooting

Acquisitions Department Pre-Alma

- **Voyager**
  - Bulk imports manually done
  - Transfer of invoices via local program to University SAP system
  - EDI invoicing with approval and serial vendors
  - Added cataloging records for all paid for e-resources
  - Predictive checkin for print serials
- **Electronic Resource Management**
  - SFX
  - Datakat
  - Spreadsheets
  - Emails

Alma Migration – Decision Points

- Migrating in the middle of a fiscal year
- Whether to move Voyager reporting funds to Alma as allocated lines or as reporting codes?
- How many order sites in Alma?
- How purchase order lines would be migrated for the current fiscal year?
- SFX records would have priority for Primo display
- Added 1,204,953 via our P2E lists which included a lot of federal documents
- Opt for receiving or use the new predictive check in?
- Establish priorities for what is crucial day one, day two?

Coordination with Outside Agencies

- Serial and Monograph Vendors
  - EBSCO
  - Emery-Pratt
  - YBP
  - Harrassowitz
  - Marcive
- OCLC which starting Fall 2015 started planning for a shift to WorldShare Management
- University SAP
  - Registrar office for patrons
  - SAP Financial

Steps in Planning the Transition

- Small group began meeting in August to outline current work flows in preparation for functional training and the transition

- Functional training end of October 2015

- November – December held library wide staff training and encourage people to take the online training, play in the sandbox and with our production data

- December – January – developed possible procedures, continued playing in Sandbox, outline priorities

- Using Basecamp during migration and later SalesForce to communicate with Ex Libris about issues, ask questions

DEEP BREATHE – GO LIVE
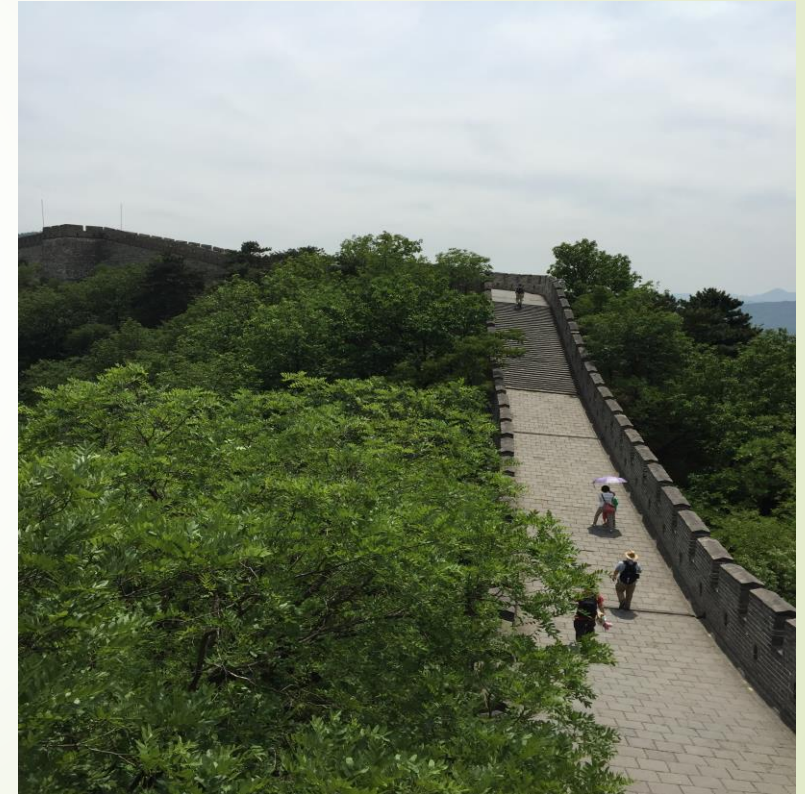
The Unexpected

- Glitch in data migration so virtually all POLs lines came across as closed including those critical for starting receiving of print serials and payment our Springer contract

- Electronic Resources Library Specialist who had taken the lead in the transition to Alma resigned

- Glitches when shifting from the OCLC Cataloging Partners to the OCLC WorldShare Management system

- Due the way UK IT choose to manage the University IP ranges, the library made the decision to proxy on campus access to our electronic resources to stay within our license agreements. Electronic Resources has had to devote a lot its time to responding to queries, updating platforms, etc.

Changes for Print Serials

- Moved from Voyager predictive check in to Alma receiving

- Prior to the migration reviewed and closed out a lot of check in records that were no longer needed

- Coordinate with Cataloging & Binding for the description templates

- January complaint about holdings not showing

- Claiming at vendor site or via email

- Create call number labels for current issues using Spine-O-Matic program

- Serials Not Found reduced to 500 on a spreadsheet

Changes for Receiving Fed Docs

- Item records are now created when the shipping list records are loaded

- Decision made to barcode all "permanent" items

- Automated the shipping list record load with message sent to Senior Technician in Print Serials (May 2016)

- Full level records from Marcive – still a work in progress

  - Update our profile and file requirements with Marcive

  - Loaded all electronic records for January through March

  - Loaded January print records – still have some issues to work through

Changes for Monograph Workflow

- Focus on Purchase Order Lines (POL)

- Items created at point of order

- POL cannot be created without money in the fund

- Rebuild the bulk import profiles

- Start loading order records from vendors

- Handle receiving

- Managing the "in transit" status when items leave Acquisitions

- OCLC changes from Cataloging Partners platform to consolidating these functions with WorldShare Management

Changes in Bulk Import

- Add Normalization rules to import profiles
- Different matching algorthyms for record overlays
- Different types
  - Order
  - Updating
  - Repository
- Creation of physical items or electronic portfolios
- Setup of the ftp profile for automatic loading

Changes in Invoicing with Alma

- Created an Analytics report to replace the Voyager voucher

- No longer could use the local program that had serviced as the interface between Voyager and SAP

- Libraries Dean Office Accounting personnel now review and approve the invoiced in Alma

- Using the Alma ERP (tested in February 2016)

- Coordinate with UK SAP about change in sending file

- Programmer needed to translate the XML to flat file structure

- Design reports to accompany documentation to UK Accounts Payable

- Error notification for items that are not successfully loaded into SAP

Changes in EDI invoicing

- EBSCO – turned out UK had been using an older form of the vendor reference number which is not supported in Alma
  - Need to update all the POLs with the EBSCO order number as the SNA
- Harrassowitz – updated the paper invoices to match what the EDI invoices were loading since the service charges were added on a per line basis
- YBP – will be fully implemented in fiscal year 2017. Need to set the POL as the match point and update specifications

Changes in Electronic Workflow

- Established an electronic work flow in Alma is still very much a work in progress

- Licenses are attached to vendor records and now appear and can be linked to specific POLs, portfolios, collections as needed

- Reduce the need to maintain both an SFX link and a Voyager cataloging record

- Shifted setting up the portfolios for individual ebooks to Cataloging since this no longer has to take place in both SFX and Voyager

Changes in Electronic Workflow
Still to come

- Fully utilized the electronic resources workflow to track payment, activation, etc.

- Creation of POLs with the correct POL type so that licenses can be attached and the POL will be on portfolio or collection record

- More coordination with Cataloging and Metadata about handling collections in Alma and Primo particularly how to make sure all the purchases move through the process and are available to users.

Fiscal Period Close

- Due to POL line program during migration, the recommendation is not to role the POL

- Rollover the Ledgers

- Not rolling over the POL lines

- Changing Ledgers & Fund Structure to fit Alma

- Add allocations to Alma

- Create new POL lines with the correct POL type, fund, reporting code, material type or reopen POL lines and enter the price

Planning for FY2017

- Continue to coordinate changes with vendors

- Update the OCLC Worldshare platform as needed

- Get ERP connection working with Alma/SAP complete with reports

- Fund reports for selectors

- Continue work on the electronic resource work flow

- Better statistical data for ARL

- Planning for a serials review for Spring 2017

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