SWITCH TO X7

SWITCH GUIDE

COMPanion Corporation

1831 Fort Union Boulevard

Salt Lake City, Utah 84121-3041 USA

Phone:

(801) 943-7277 Voice, worldwide

(800) 347-6439 Voice — Sales, US & Canada

(800) 347-4942 Voice — Customer Support | US & Canada

(801) 943-7752 FAX, worldwide

Email:

info@companioncorp.com

Web:

http://www.companioncorp.com

http://www.goalexandria.com

C | COMPanion®

TABLE OF CONTENTS

INTRODUCTION

Thank you for considering the move from Alexandria 6 to Alexandria 7! We are committed to making your transition straightforward and empowering. This detailed resource for all Alexandria users is a guide to the differences between Alexandria's latest versions. It examines the newest features, tools, and improvements to modernize the management of your library.

It is not the purpose of this document to prove as a complete manual or to replace the current Support Center resources available to all Alexandria customers.

MODERN LIBRARY MANAGEMENT

For more than 30 years, Alexandria has focused on creating software to help modernize education. Whether you are a librarian, administrator, or IT technician, we are breaking down the limitations of library management so you can focus on inspiring patrons and facilitating learning.

CHOOSE THE RIGHT LIBRARY MANAGEMENT SYSTEM

Finding the right system for your library is vital for the management of your assets and the service of your patrons. Consider these factors when selecting Alexandria 7 as your LMS solution:

- **Type of Library:** School, public, academic, or special libraries can customize Alexandria to fit their needs.

- **Collection Size:** Alexandria supports collections big and small.

- **Budget:** Alexandria is flexible and fits any budget.

- **Size of Staff:** The latest version of Alexandria provides accessibility for any number of users.

- **Compatibility:** Alexandria integrates with multiple partners.

ALEXANDRIA'S COMMITMENT

Alexandria's mission is to foster the love of education, knowledge, and discovery in students of all ages. To fulfill this mission, Alexandria is committed to the following:

- **Librarian Empowerment:** We empower librarians by delivering a simple platform that is intuitive, flexible, easy to use, and fits any budget.

- **Patron Engagement:** We facilitate the space for discovery by making books easier to locate, creating a platform for sharing and interaction, and providing customizable elements that make patron interfaces more inviting.

- **Innovation & Longevity:** We provide innovative solutions for the future of library management by modernizing tools and features to help librarians meet their goals.

SWITCH TO ALEXANDRIA 7

Switching from Alexandria 6 to Alexandria 7 is as easy as flipping a switch! To shed light on the newest features, we've outlined the most exciting and useful tools that will be at your disposal when you switch to Alexandria 7.

SEARCH WITHOUT LIMITS

If the library is the hub of the school, then Researcher is the hub of your library software for patrons. Researcher is the most inspiring improvement available in Alexandria 7. It is a collection of visually engaging and intuitive tools for patrons to search the library collection. Below is a glance at the Researcher tools available in the latest version of Alexandria:

Search

Search is a powerful utility that allows library patrons to find what they want by filtering a keyword or phrase to receive the most accurate results. The search algorithms of Alexandria 7 allow for smart keyword searches and specific searches by author, title, or call number. Search is the more advanced tool for patrons and educators who want to discover items by study program, medium, genre, and more.

Search the catalog of any library in your district, all libraries, or search groups of libraries using Group Search. This function allows Alexandria libraries to share resources while still allowing each library to manage and control their own data stations individually.

Scout

Scout is the perfect tool for your K–4 crew because of its fun and light Smart Search interface. Designed with younger patrons in mind, the simple layout and intuitive display enables your students to find books based on keywords or phrases without the need for more advanced search functions. Patrons can search your catalog, read item descriptions, place holds, and locate the item on a map all within Scout.

Explore

Explore uses visually-engaging interfaces and clickable icons to guide patrons to items in your collection without the need to read or write fluently. Patrons can click on the icon related to the topic of their interest and find items in your collection that fit in that specific category.

Additionally, with Explore, you are not tied down to just directing patrons to items in your collection. Each icon is customizable so that you can guide patrons to external resources, websites, and information.

SWITCH TO ALEXANDRIA 7

Browse

Perfect for librarians who are not ready to ditch the Dewey Decimal System, Browse allows you to genrefy your collection without the grueling work! Students can discover the books they are most interested in by topic or genre when using Browse.

Slideshow

Alexandria's Slideshow is a library book display! You can dynamically display a range of titles from search or saved results on a tablet, TV monitor, or computer screen. Slideshow is an excellent tool to help you promote a theme or subject in your library without needing to move books or create displays physically.

Bulletin Boards

Alexandria's Bulletin Boards feature helps librarians bridge the gap between the library and its school community. Share and post information about upcoming school events, book clubs, book reviews, new collection items, and more! Bulletin Boards give you the platform to create engagement and conversations in your school community.

CUSTOMIZE WITHOUT LIMITS

Our motto is "Your library, your way." With Alexandria 7, there's almost nothing you can't make your own. We provide all the means necessary to customize your library software to fit your specific needs. Customize policies, preferences, items, labels, reports, and select patron-facing interfaces. Change the colors and themes of the various interfaces for patrons at different grade levels, and add visual interfaces to Search using the new Explore Builder.

Customize Search Interfaces

There are endless possibilities for you to customize Researcher interfaces. Choose from hundreds of new icons, or upload your own images to the Explore Pane. Organize links, highlight new items, or feature classroom resources. Explore Builder is meant to be open-ended so you can use the feature for whatever you need.

SWITCH TO ALEXANDRIA 7

ACCESS WITHOUT LIMITS

Entirely web-based, the newest version of Alexandria can be accessed from any device, which means no need for special installations or apps. Users have unlimited access to the entire program from classrooms, computer labs, home, or anywhere with a proper internet connection.

Access without limits gives librarians more options to view, process, and complete operations from anywhere they'd like!

UPDATE WITHOUT LIMITS

You will be excited to know that data archives are backed up by Alexandria 7 daily. Therefore, your institution will not need to worry about backups, installation, database maintenance, updating, special ports, firewall configurations, or even the DNS name for your library—we do all of the hard work for you!

Since Alexandria 7 is fully web-based and does not require on-site installation, the software automatically updates with the latest features and enhancements monthly. For any user, this is an attractive feature since Alexandria 6 no longer receives the latest updates.

INTEGRATION WITHOUT LIMITS

We play nice in the sandbox! It's essential to have options. That's why with Alexandria 7, you'll have multiple options for integration. The choice is yours when it comes to our add-on partners like Mackin, Overdrive, Axis360, Perma e-hub, Mitinet, NoveList, and more.

Integration without limits also means modernizing and streamlining your library with our SIS Integration Bundle. We are excited to add Clever as a partner to the Alexandria family to help automate your student management by seamlessly integrating SIS data into your library software.

SUPPORT WITHOUT LIMITS

Although Alexandria 7 looks similar to previous versions, redesigns and improvements have moved a few items around. Our goal is to ensure that you have the resources to manage your library software with confidence. That's why our Support Center is open to anyone on your staff, 24/7, 365 days a year. We want you to feel confident using Alexandria 7, and in the moments where you need guidance, we have a multitude of free resources to help answer your questions.
These resources include our AlexU training video series, weekly basic training webinars, monthly in-depth training workshops, and resource articles.

THINGS TO CONSIDER BEFORE THE SWITCH

As with any software switch, there will be a learning curve. Alexandria provides weekly basic training, Support Center resources, and 24/7 live support to help with the transition to Alexandria 7. We promise to help you feel confident whenever you are working in the program.

WHAT DIDN'T MAKE THE CUT?

Not everything made the cut to Alexandria 7.

Orders & Budget Modules

Another way we've made Alexandria more user-friendly and relevant is by removing modules that are not used. Due to lack of customer interest, Orders and Budgets are no longer supported.

REDESIGNS AND IMPROVEMENTS

Creating Reports

Enhancements to Reports, Utilities, Exports, and Imports mean that saved operations will not convert. Also, not all report templates in previous versions will transfer to Alexandria 7. In many cases, multiple Alexandria 6 report templates were consolidated into one Alexandria 7 template that allows for various sorting and formatting options. Reports are highly customizable, so test each of the options to find the best report and format to fit your needs.

Since not all reports are the same, we have a conversion guide in the Alexandria 7 Support Center so you can see what reports replace the ones you use.

Explore Builder Buttons and Panes

Because of the improvements to Explore Builder, existing panes will not convert. You have the chance to start fresh creating new Explore panes! Review your current Explore panes to ensure your icons are updated, and your custom searches are relevant, then use the new interface to tailor-fit your patron searching experience.

Network Receipt Printer

Along with switching your software, now is the time to upgrade your printer. We offer a Network Receipt Printer that can be shared by multiple stations and works with the new web interfaces. Our old printers are not compatible with Alexandria 7, so we strongly recommend replacing them with the Network Receipt Printer.

PRICE

The costs associated with switching to Alexandria 7 depends on the unique size of your patron population and collection. **Contact your Account Executive** to take a personal look at your account and learn more about the prices associated with switching.

When switching from Alexandria 6 to Alexandria 7, you are taking advantage of all the latest features and tools available. Your license will include:

- Unlimited user access
- Monthly automated updates
- Newest patron-facing interfaces
- Integration options like the SIS Integration Bundle
- Powerful Smart Search tools
- Customizable features to fit your needs
- 24/7 support, training videos, workshops, and resources

Contact your Account Executive to take a personal look at your account and to hear more information about the prices associated with switching to Alexandria 7.

MAKE THE SWITCH TO ALEXANDRIA 7

Alexandria 7 fits the needs of libraries big and small by breaking down the limitations of today's modern library so you can focus on inspiring patrons and facilitating learning. Switching to the latest version of Alexandria will help you reach your needs for an integrated library software that provides innovative tools, gives you unlimited access, and engages library patrons.

NEXT STEPS

Take the next steps by calling your Account Executive to start the conversation about switching to Alexandria 7. Your Account Executive will walk you through your license and subscription options, and answer any additional questions you may have so you can make an informed decision.

When you are ready to switch, your Account Executive will schedule a brief webinar with our Customer Success Team to give you a comprehensive demonstration of Alexandria's new interface and features. Following your webinar, our Conversion Team will contact you to perform a detailed audit to prepare your system for the transition.

To help get the word out, we'll contact all of the end users at each active site to inform them of the switch to Alexandria 7, as well as the features, tools, and resources that are now at their disposal.

Once you've begun the switch, sit back and we'll take care of the rest!

SWITCH TO *X7* **Your Library Without Limits**

Thank you again for considering Alexandria 7

For more information:

(800) 347-6439
sales@companioncorp.com

Or visit our online Support Center at support.companioncorp.com/display/ALEX

Alexandria®