Voyager 9.1.1 Readiness Survey

A checklist of questions to help you be sure your library is ready for the Voyager upgrade

CARLI staff will be taking I-Share Voyager and the VuFind discovery service offline as of 5pm, Friday, June 12, to upgrade the Voyager software to version 9.1.1.

This readiness survey is an optional tool to help I-Share library staff be sure that their library is prepared for what to expect during the upgrade and what to do to reconnect to I-Share on Monday June 15.

Completing this survey is optional.

You may also print a copy (PDF) to use for your reference.

As always, send any open questions to CARLI at support@carli.illinois.edu.

1. Please select your I-Share member institution from the drop down list below.

[dropdown ▼]

Voyager 9.1.1 Readiness Survey

Getting Informed

2. CARLI has a webpage and FAQ about the upgrade (See http://www.carli.illinois.edu/products-services/i-share/execute/upgrade). Have you reviewed it recently?

○ Yes

○ Not yet

3. CARLI has presented and recorded a series of webinars on the upgrade. (See http://www.carli.illinois.edu/products-services/i-share/execute/upgrade#webinars)
There is a general overview webinar and six that focus on specific Voyager functionality.
Have you watched these webinars and/or shared the links to them with other staff?

○ Yes

○ Not yet

4. Are you aware of the System Status News box on the CARLI website? This will be the first place to check for any news about the upgrade while it is in process and when it has just finished.

◯ Yes

◯ Not yet

5. Have you informed all of the following groups that I-Share/Voyager will be unavailable during the upgrade weekend, June 12-14?

☐ Library administrators

☐ Library staff

☐ IT staff (particularly if they manage your PCs)

I-Share

Voyager 9.1.1 Readiness Survey

During the Upgrade

6. During the upgrade weekend, VuFind will not be available and will display a message that says, "The catalog will be unavailable until approximately 8AM on Monday, June 15, 2015, while we upgrade I-Share system software."

Other discovery services (for instance, EBSCO Discovery, Summon, or WorldCat Discovery) will likely display their own error messages when their connections to I-Share fail to receive responses during the upgrade.

Have you planned to inform your library users about the outage by any or all of the following means?

☐ Library website message

☐ Signage

☐ Library and campus communications (e-newsletters, etc.)

☐ Social Media

☐ Other (please specify)

7. Will your library be open during the hours that Voyager is completely offline (from 5pm on Friday, June 12, through 8am on Monday, June 15) ?

◯ Yes

◯ No

◯ I need to verify our hours

8. If you are open during the upgrade, have you informed the staff who will be working that weekend about the upgrade?

◯ Yes

◯ Not yet

◯ Does not apply; we will be closed that weekend

9. If you are open during the upgrade, are your circulation staff familiar with Voyager's offline circulation function and what tasks it does and does not support? (See http://www.carli.illinois.edu/products-services/i-share/circ/usingobc)

◯ Yes

◯ I need to confirm this

◯ Does not apply; we will be closed that weekend

I-Share

Voyager 9.1.1 Readiness Survey

Installing the New Voyager 9.1.1 Clients

Every PC that uses one or more of the Voyager staff clients will need to have the new version 9.1.1 clients installed to be able to connect to Voyager after the upgrade. There is more than one method of installing the clients, please see this FAQ to learn more about installation options. (See http://www.carli.illinois.edu/products-services/i-share/execute/secure/vcuc-faq)

10. How will you install the new Voyager staff clients in your library?

◯ We will use CARLI's Voyager Client Update Checker (See http://www.carli.illinois.edu/products-services/i-share/execute/secure/vcuc-faq)

◯ We will have one or more people who have administrator privileges do the installs manually (See http://www.carli.illinois.edu/products-services/i-share/execute/secure/Install911clients)

◯ We have another process for distributing PC updates

◯ We have a mix: some PCs use the Update Checker, some will be updated manually

◯ I don't know yet, but will find out before June 12

11. Do your staff who run MS Access reports know how to get the new reports.mdb file and make any necessary backups of their queries? (See http://www.carli.illinois.edu/products-services/i-share/reports/secure/copying-queries)

◯ Yes

◯ Not yet, but we will by June 12

I-Share

Voyager 9.1.1 Readiness Survey

After the Upgrade

12. If your library will use Voyager's offline circulation to check out materials during the weekend of the updgrade, are you familiar with the procedure for uploading the stored transactions? (See http://www.carli.illinois.edu/products-services/i-share/circ/usingobc)

◯ Yes

◯ Not yet

13. Do you have a plan for checking that all PCs are able to connect to Voyager after the upgrade, and, if you find problems, do you have a plan for reporting problems within the library, or to your campus IT, or to CARLI, as appropriate?

◯ Yes

◯ Not yet

14. During the evenings of the week of June 15, CARLI will reindex the Voyager databases. While the index process is running for your library, your staff will not be able to save any new bibs, MFHDs, items, or authorities.

Do you have staff who do this kind of work during the evening? If so, are they aware that they can save their changes to work files on their PC or on a shared drive and then save them to the database when the indexing is done?

○ Our library staff don't perform this kind of work in the evening

○ Our evening staff are aware of this process

○ I will inform the evening staff of this before June 15

I-Share

Voyager 9.1.1 Readiness Survey

Voyager Acquisitions Fiscal Period Close

15. If you use Voyager Acquisitions, are you aware that CARLI will not be performing any Fiscal Period Close (FPC) procedures between June 10 and June 17?

○ We don't use Voyager for acquistions

○ We plan to schedule our FPC before June 10 or after June 17

○ I need to verify our schedule for FPC

I-Share

Voyager 9.1.1 Readiness Survey

Your Comments

16. Was this readiness survey helpful?

○ Yes

○ No

○ Don't know yet

17. Do you have any other comments about this survey, or the information CARLI has provided about the upgrade in general?

I-Share

Voyager 9.1.1 Readiness Survey

Thank You!

As always, please contact CARLI at support@carli.illinois.edu if you have any unanswered questions. Thank you!