# CREATING A NEW TITLES COLLECTION IN PRIMO

### Jodi Craiglow

Technical Services Supervisor, Rolfing Memorial Library CARLI LAB Report • May 12, 2022



### **Process Overview**

Configuration



**Process Overview** 

Roles You Need

Configuratior

Analysis

Set

Collection

Updating

### Roles You Need

- Configuration: Discovery Administrator
   <u>or</u> Discovery Operator Limited
- Analysis: Designs Analytics
- **Set**: Manager/Administrator (any type)
- Collection: Collection Inventory
   Operator and Collection Inventory
   Operator Extended



Updating

### Pre-Step: Configuration

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Configuration > Discovery > Display Configuration: Configure Views > (Default View) Edit > Links Menu > **CollectionDiscovery** 

Process Overview

#### Roles You Need

### Configuration

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### Step 1: Analysis

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Shared Folders > Community > Reports > Consortia > CARLI > Member Library Submissions > **New Titles MMSID List**  Process Overview

Roles You Need

#### Configuratior

#### Analysis

Set

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Updating

### Step 2: Set

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Process Overview

Roles You Need

Configuration

Analysis

Set

Collection

Updating

### Step 3: Collection

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Process Overview

Roles You Need

Configuratior

Analysis

Set

Collection

Updating

### Step 3: Collection

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Discovery			0 rows selected	Add Title     Add Titles from Set     Move Selected     Remove Selected     Remove All	G ¢
Fulfillment	1		MMS ID 9969493010405895	Title         Material Type           Handbook of research on applying universal design for learning across disciplines : concepts, case studies, and practical implementation /         Book	
<b>9</b> Admin	2		9969493708305895	Postmortem opportunity : a biblical and theological assessment of salvation after death / Book	
Analytics	3		9969494909905895	An introduction to distance education : understanding teaching and learning in a new era /	
	4		9969495008905895	Leveraging multigenerational workforce strategies in higher education / Book	
	5		9969497812005895	T.F. Torrance as missional theologian : the ascended Christ and the ministry of the church / Book	
Show MDE	6		9969498809205895	Called to care : a Christian vision for nursing / Book	
Configuration	7		9969501506205895	The road to love and laughter : navigating the twists and turns of life together (	

Add titles from set

#### **Process** Overview

#### Roles You Need

#### Configuratior

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#### Set

#### Collection

### Updating

## Updating

- 1. Export analysis results\*
- 2. Create new set(s)
- 3. Delete titles currently in collection(s)

Updating

For More Info

- 4. Add titles from new set(s)
- 5. Wait for Primo to refresh

\* If you're not creating your set directly from the analysis

### For More Information

- Presentation materials: bit.ly/CARLI-New-Titles
- TIU's New Titles collection:
   <u>library.tiu.edu/newbooks</u>
- Contact Jodi: jacraiglow@tiu.edu; 847-317-4020

Process Overview

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