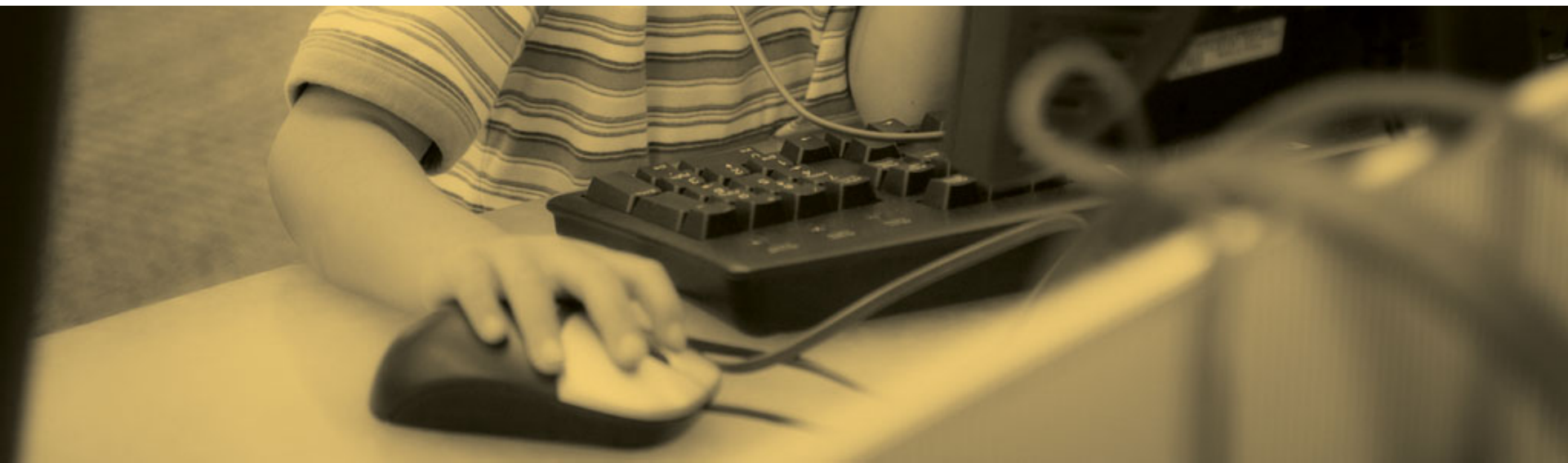




FAYETTEVILLE PUBLIC LIBRARY

The i-card: a library database card for every child

Gwyneth Jelinek & Lynn Yandell





The big idea

- » We wanted to ensure that all children had access to our online databases if they could not get a borrowing card or if it was blocked
- » Started in 2013 as a pilot with one elementary and middle school
- » Limited to our service area
- » Expanded to all public schools in 2014 and added private schools in 2016
- » Teacher cards added in 2015



Communicating with schools

- Within the first two weeks of school, reach out to each school's administration
- Have your marketing department create a flyer
- Explain the how, when, and why
- Give them a hard deadline to provide a data file to the library
- Follow up
- Opt out list



Getting the data into Polaris

- » FPL decided the cleanest operation was to wipe and recreate the i-cards annually
- » This provides an annual opportunity to market the library to the school system and parents
- » At the beginning of the school year the schools provide us with a student data file
- » A new patron code, FPS Internet, was created to restrict borrowing

*FPS = Fayetteville Public Schools



Data File (that we beg for)

Name

School

Grade

Gender

Birth date

Homeroom

Homeroom Teacher Name



Massage the data for import

- » **Import the school data into Microsoft Access**
- » **Create a make-table query that selects the data from this new imported table of student records and adds a field called “Barcode”**
- » **New barcode value is created by adding database record ID + 5555500000000**
- » **Using the columns defined in the Polaris documentation, Importing Student Records:**
 - **Create a select query that creates all of the other fields that the Polaris import tool is expecting, 56 fields in all!**
 - **Export the results of this query as a pipe “|” delimited text file**
 - **Open the newly created text file in Notepad and insert a row on the top line in the following format:**
 - **1|<time>|<date>|<branchID>|<userID>|<workstationID>|20**



- » **Rename the text file to the following format: Begin file name with PTF_<date yyymmdd><time hhmmss>_<workstation name>.TRN**
- » **Example:**
 - **PTF_20150115100000_LYANDELL.TRN**
- » **Copy the file to C:\ProgramData\Polaris\<current version>\OfflineTransaction**
- » **Open Polaris and click Circulation->Bookmobile**



BookMobile - Polaris

File View Tools Help

Transaction files to be uploaded:

C:\ProgramData\Polaris\5.0\OfflineTransaction\PTF_20150115103700_L2-LYANDELL.TRN

Free days

0 Pick a date... Find File View File Upload File

Transaction files already uploaded:

C:\ProgramData\Polaris\5.0\OfflineTransaction\PTF_20150115100000_L2-LYANDELL.LOG

Find Report View Report Delete Report

For Help, press F1 NUM



Remove the blocks!

- Once the records are imported, you must remove the default block placed on each account. This is the real suck part. Create a record set with the following SQL in the find tool in Polaris:
- `SELECT Patrons.PatronID FROM Patrons WHERE Barcode Like '55555%' and systemblocks > 1`
- Tell Polaris you would like to open the record set. Make note of the record set ID # found at the top of the new record set, in this example the ID is 12365:



Record Set 12365 - Polaris

File Edit View Tools Help

Name: FPS-Append-01152015_20150115095546 Owner: lyandell Record type: Patron

Note: Number of records: 248

Patron Record Set

Barcode	Name	Street	City	State	Postal...	Library
55555000029453	Hays, Hayvin	Fayetteville Schools I-C...	Fayetteville	AR	72701	Fayetteville Publi...
55555000029454	Garay, Adrianna	Fayetteville Schools I-C...	Fayetteville	AR	72701	Fayetteville Publi...
55555000029455	Allen, Sa'daja	Fayetteville Schools I-C...	Fayetteville	AR	72701	Fayetteville Publi...
55555000029456	Ndungu, Collinis	Fayetteville Schools I-C...	Fayetteville	AR	72701	Fayetteville Publi...
55555000029457	Johnson, Evan	Fayetteville Schools I-C...	Fayetteville	AR	72701	Fayetteville Publi...
55555000029458	Metzler, Michael	Fayetteville Schools I-C...	Fayetteville	AR	72701	Fayetteville Publi...
55555000029459	Wright, Tyler	Fayetteville Schools I-C...	Fayetteville	AR	72701	Fayetteville Publi...
55555000029460	Molina, Annie	Fayetteville Schools I-C...	Fayetteville	AR	72701	Fayetteville Publi...
55555000029461	Flake, Kamaria	Fayetteville Schools I-C...	Fayetteville	AR	72701	Fayetteville Publi...
55555000029462	White, India	Fayetteville Schools I-C...	Fayetteville	AR	72701	Fayetteville Publi...
55555000029463	Alabbad, Haidar	Fayetteville Schools I-C...	Fayetteville	AR	72701	Fayetteville Publi...
55555000029464	Duncan, Bryan	Fayetteville Schools I-C...	Fayetteville	AR	72701	Fayetteville Publi...
55555000029465	Maudlin, Kaden	Fayetteville Schools I-C...	Fayetteville	AR	72701	Fayetteville Publi...
55555000029466	Molina, Marley	Fayetteville Schools I-C...	Fayetteville	AR	72701	Fayetteville Publi...
55555000029467	Brown Williams, Zoe	Fayetteville Schools I-C...	Fayetteville	AR	72701	Fayetteville Publi...
55555000029468	Garay, Jasmine	Fayetteville Schools I-C...	Fayetteville	AR	72701	Fayetteville Publi...

For Help, press F1 248 of 248 record(s) retrieved



Remote to the production server and open SQL Server Management Studio. Open a new query and copy/paste the following SQL and change RecordSetID = ##### to whatever your recordset ID is, i.e. RecordSetID = 12365:

```
begin tran
update Polaris.Patrons
set SystemBlocks = SystemBlocks - 512
where PatronID in
(Select PatronID from Polaris.PatronRecordSets where RecordSetID = #####)
and SystemBlocks >= 512
```

Execute the query.

Look at the number of “rows affected” – it should match the number of records in your recordset. If the numbers match, commit. If number don’t match, rollback.



I-Card | Fayetteville Public Lib

Secure | https://www.faylib.org/i-card

Apps Cisco NCS FPL Flurry Analytics 8e6 Bibliotheca TSYS Kiosk Volunteer WLAN AWE SingleWire Solar Other bookmarks

My FPL Events Browse Research & Learn For You FPL Info

I-CARD

The I-Card - Students Start Here

Students can get their I-Card numbers and pins using our online retrieval portal.

Use Your I-Card

Get Homework Help and check out listings of Music, eBooks, and Magazines.

Create Account For a Teacher

Teachers can set up I-Cards for themselves or for new students here. Please keep in mind that all Fayetteville teachers are eligible for a regular library card that gives access to online resources in addition to physical materials at FPL.

Library Apps

Find library apps with direct links to download from the Apple or Google Apps stores.

Create Account for a New Student

Teachers can sign new students up for an I-Card account here. Please note that this is only for students who have recently moved into the district or school.

Teacher Resources

Find listings of resources for teachers

f t y i n



I-Card Portal

fplwebapps.faylib.org/icard/

Apps Cisco NCS FPL Flurry Analytics 8e6 Bibliotheca TSYS Kiosk Volunteer WLAN AWE SingleWire Solar Other bookmarks

I-Card Portal

Your School:

Your Grade:

Your Birthdate:

Your First Initial:

Your Last Name:



Distributing account numbers

- » Opt out list
- » Ordering cards: We decided that Middle school and younger would receive physical cards. Private schools also received physical cards. Other students would access via the portal.
- » Card distribution set up through school librarians
- » Database demos offered to teachers



Student accounts have the same address

Patron Records - Patron code Find Tool

File Edit Tools Options Help

General Settings Scoping Branches Collections Databases

Object: Patron Records Limit by: (None)

Search by: Patron code Value:

Type: Exact match (implicitly truncated)

Sort by: (None)

For: |

Search Mode
 Normal
 Power
 SQL

Count Only

Search
Stop
New Search
Clear
Help

Barcode	Name	Street	City	St...	Zip	Birth ...	Library
555550000...	Douglas, Alyrica	2018 Student I-Card	Fayetteville	AR	72701	7/26/...	Fayetteville Pu...
555550000...	Campbell, Miranda	2018 Student I-Card	Fayetteville	AR	72701	7/26/...	Fayetteville Pu...
555550000...	McEntire, Kaydence	2018 Student I-Card	Fayetteville	AR	72701	1/5/2...	Fayetteville Pu...
555550000...	Sheldon, Aden	2018 Student I-Card	Fayetteville	AR	72701	5/18/...	Fayetteville Pu...
555550000...	Rosales, Janellie	2018 Student I-Card	Fayetteville	AR	72701	7/18/...	Fayetteville Pu...
555550000...	McEntire, Anica	2018 Student I-Card	Fayetteville	AR	72701	9/22/...	Fayetteville Pu...
555550000...	Barroso, Baleria	2018 Student I-Card	Fayetteville	AR	72701	3/30/...	Fayetteville Pu...
555550000...	Yepez, Stephanie	2018 Student I-Card	Fayetteville	AR	72701	10/10...	Fayetteville Pu...
555550000...	Cervantes, Adan	2018 Student I-Card	Fayetteville	AR	72701	5/26/...	Fayetteville Pu...
555550000...	Drummon, Aurora	2018 Student I-Card	Fayetteville	AR	72701	12/8/...	Fayetteville Pu...
555550000...	Shaker, Yousif	2018 Student I-Card	Fayetteville	AR	72701	10/18...	Fayetteville Pu...
555550000...	Poole, Rachel	2018 Student I-Card	Fayetteville	AR	72701	6/5/2...	Fayetteville Pu...
555550000...	Martinez, Allison	2018 Student I-Card	Fayetteville	AR	72701	5/25/...	Fayetteville Pu...
555550000...	Dent, Gracey	2018 Student I-Card	Fayetteville	AR	72701	1/13/...	Fayetteville Pu...

For Help, press F1 Stay on Select 172 of 10598 record(s)



Teacher accounts have the same address

Patron Records - Address Find Tool

File Edit Tools Options Help

General Settings Scoping Branches Collections Databases

Object: Patron Records Limit by: (None) Search Mode: Normal Power SQL

Search by: Address Value: Search

Type: Exact match (implicitly truncated) Count Only

Sort by: (None) Help

For: fayetteville

Barcode	Name	Street	City	St...	Zip	Birth ...	Library
555550000...	Morris, Kristi	Fayetteville Teacher I-Card	Fayetteville	AR	72701	12/18...	Fayetteville Pu...
555550000...	Romero, Den...	Fayetteville Teacher I-Card	Fayetteville	AR	72701	8/19/...	Fayetteville Pu...
555550000...	Redwine, A...	Fayetteville Teacher I-Card	Fayetteville	AR	72701	5/14/...	Fayetteville Pu...
555550000...	Hevin, Cean	Fayetteville Teacher I-Card	Fayetteville	AR	72701	8/11/...	Fayetteville Pu...
555550000...	Adams, M Ir...	Fayetteville Teacher I-Card	Fayetteville	AR	72701	3/4/1...	Fayetteville Pu...
555550000...	Austin, Cand...	Fayetteville Teacher I-Card	Fayetteville	AR	72701	2/24/...	Fayetteville Pu...
555550000...	Wilbern, Reb...	Fayetteville Teacher I-Card	Fayetteville	AR	72701	7/16/...	Fayetteville Pu...
555550000...	Craft, Charris...	Fayetteville Teacher I-Card	Fayetteville	AR	72701	12/19/1979	Fayetteville Pu...
555550000...	Maxey, Bill	Fayetteville Teacher I-Card	Fayetteville	AR	72701	12/15...	Fayetteville Pu...
555550000...	Alley, Cindy	Fayetteville Teacher I-Card	Fayetteville	AR	72701	11/13...	Fayetteville Pu...
555550000...	Brandt, Julie	Fayetteville Teacher I-Card	Fayetteville	AR	72701	11/8/...	Fayetteville Pu...
555550000...	Reynolds, Ja...	Fayetteville Teacher I-Card	Fayetteville	AR	72701	7/6/1...	Fayetteville Pu...
555550000...	Jones, Ashley	Fayetteville Teacher I-Card	Fayetteville	AR	72701	3/10/...	Fayetteville Pu...
555550000...	Harmon, Kar...	Fayetteville Teacher I-Card	Fayetteville	AR	72701	6/22/...	Fayetteville Pu...

Done Stay on Select 60 of 150 record(s) retr...



Managing requests that come via portal

- » Use next barcode number in sequence and keep track of teacher vs. student cards
- » Email student/teacher i-card number and information
- » Check opt out list
- » Make sure school is participating



Barcode	First Name	Last Name	Gender	Birthdate	School
55555000029839	Magan	Randall	F	5/21/1988	Fayetteville High School (teacher)
55555000029840	Samantha	Johnson	F	2/26/1988	Fayetteville High School (teacher)
55555000029842	Brady	Carman	M	10/13/1983	Root (teacher)
55555000029843	Chelsey	Carter	F	3/3/1988	New School (teacher)
55555000031041	Susanna	Luther	F	10/16/1988	Farmington
55555000031042	Hunter	Foust	M	8/28/1990	Farmington
55555000031043	Caitlin	Noe	F	8/16/1990	Farmington
55555000031044	Crystal	Fennell	F	1/3/1990	Fayetteville High School
55555000029846	Brandy	Pledger	F	12/31/1978	Owl Creek (teacher)
55555000029847	Laurie	Gavrilova	F	3/3/1988	Owl Creek (teacher)
55555000029849	Gayle	Bowman	F	9/20/1988	Owl Creek (teacher)
55555000031045	Lily	McDaniel	F	8/31/1988	Asbell
55555000031046	Dustin	Stewart	M	1/2/1988	McNair
55555000031047	Andrew	Gui	M	6/16/2000	Vandergriff
55555000031048	Olivia	Pardue	M	9/16/2000	Vandergriff
55555000031049	Diego	Pardue	M	6/25/2000	Vandergriff
55555000041200	Samuel	Scott	M	3/15/1988	Vandergriff
55555000041201	Quentin	Goodie	M	5/13/1988	Vandergriff
55555000041202	Macey	Blake	F	8/14/1988	Vandergriff
55555000029853	Staci	Selmon	F	3/14/1988	Vandergriff (teacher)
55555000029854	Brett	Mabry	M	5/31/1988	Vandergriff (teacher)
55555000029856	Hadley	Williams	F	6/12/1988	Vandergriff (teacher)
55555000029857	Robin	Yoakum	F	8/6/1988	Vandergriff (teacher)
55555000029858	Missy	Brewer	F	3/17/1988	Vandergriff (teacher)
55555000029859	Andrea	Broshears	F	3/3/1988	Haas Hall (teacher)
55555000041203	Aidan	Messerschmitt	M	6/11/1988	Vandergriff
55555000041204	Lewis	Luttrell	M	7/1/1988	Fayetteville High School
55555000041205	Elizabeth	Kenney	F	3/4/1988	St. Joseph
55555000029862	Sarah	Jewell	F	1/1/1988	Holt (teacher)
55555000041206	Madison	Stewart	F	9/4/1988	Woodland



Database maintenance

- » Purge at the end of the year BEFORE the accounts expire
- » It's easy to identify accounts to purge via address field
- » If your e-books are integrated with Polaris, some accounts won't delete automatically because e-books are checked out
- » Make sure staff who work with the students/teachers are apprised of deletions
- » Teacher i-cards are not purged. At the beginning of each year, school staff rosters are checked to ensure teacher is still with the district



Questions?