IDS Project
New Member Orientation
Tuesday, August 8th, 2006

9:00	**Registration**	**Main Foyer**
	Pictures for website/community section	
	Coffee, Juice, Soda, Water, Fruit, Cookies	**Room 105**
9:30	**Problems with old ILL methods--Ed**	**Room 105**
	Project background--Ed	
	IDS Community--Ed	
	Support from Nylink, OLIS, OCLC, Atlas Systems	
	Lessons learned--Ed	
	Orientation to website--Kate	
	Explain IDS Project contract--Ed	
10:30	**Break**	
10:40	**Discussion of firewall and other tech issues--Mark**	
	How to read the statistical charts--Mark	

eSerials Holdings Service background--Ed

Go over Checklist Items—Jon Penn (Nylink), Mark, Ed
- **Submit contact names, email addresses, and photos for Director, Project Coordinator, Borrowing/Lending staff, and IT support to IDS Webmaster**
- **Subscribe appropriate staff to SUNYIDS listserv**
- **Note URL and password for IDS website**
- **Sign Nylink records release statement**
- **Submit the following information to Mark Sullivan at Geneseo: (sullivm@geneseo.edu)**
  - **Read-only account on SQL server for ILLiad data**
  - **IP number of SQL server**
  - **Open firewall Port 1433 to 137.238.1.47**
    137.238.1.48
    137.238.1.49
    137.238.1.29

- o **Set up custom holdings for all IDS project libraries**
- o **Test Odyssey and update Trusted Sender chart**
- o **Set up Direct Request Profile and turn on Direct Request (see guidelines)**
- o **Join OCLC's eSerials Holdings Service**
- o **If you choose to use 'Deflection' do not deflect the IDS Project Libraries**
- o **Keep OCLC Union Listing up-to-date**

11:30   **Pizza!!**   **Room 105**

Noon   **Optional tour of the Geneseo IDS Department**   **Room 209**

1:00   **Regular IDS Conference Begins**   **Room 104**