

## Appendix B: Functions and Data Elements for Managing Electronic Resources

For each of the systems analyzed, an "X" appears in the cell where a function or data element was identified. However, several of the systems interact with and support online acquisitions or cataloging systems, or systems for gateway page generation. Because of that, other codes, especially those for purchasing or financial functions and data elements, appear. For example, those libraries using their Innovative Interfaces acquisitions systems to manage online subscriptions show "III" where appropriate. Because the entries for Cornell are based on a planning document that identified functions and data elements as "Required," "Recommended," or "Optional" for a future system, those values were entered as indicated (Cornell 1999). Each of the profiled systems is complex; this highly schematic summary may tend to oversimplify or misrepresent them in some way.

## Appendix B

	Paper System	Systems in Production								Systems in Planning or Development			
Institution	Nevada-Reno	Michigan	MIT	Notre Dame	Penn State	Simon Fraser	Texas	Virginia	Yale	Cornell	Stanford	UCLA	Washington
Contact	Patricia Loghry	Judy Wilhelm	Ellen Duranceau	Carole Richter	Betty Nirnberger	Mark Jordan	Ronda Rowe	Paul Rittelmeyer	Kimberly Parker	Adam Chandler	Paul Zarins	Sharon Farb	Tim Jewell
Name of Project	Electronic Products Work Forms		VERA	New Web Titles	ERLIC	EJDB	Licemse Tracker	Electronic Resource License Information	E-Resources Masterfile	Metadata Initiative		Acquisitions database process	License Tracking
Online Acquisitions System/LMS		III			LIAS	III		SIRSI	NOTIS				III
Platform	paper system	License DB = Filemaker Pro	Filemaker	Filemaker Pro	MS Access	Perl, MySQL	LDAP	MS Access	ASP, NT SQL	na	Artesia/TEAM S and Oracle		Multimedia
URLs, etc.												X	
<b>1. A. Listing and Descriptive Functions</b>													
<b>"Production" Database List(s)</b>													
Alpha		Mirlyn	X	X	X	X	X		In process				
Subject		Mirlyn	X	X	X	X	X		In process		X		Dig. Reg.(DR)
Other		Mirlyn	X						In process		X		DR
<b>"Production" E-journal Lists</b>													
Alpha		Mirlyn	X		X	X	X	X	X		X		
Subject		Mirlyn	X		X	X	X		In process		X		DR
Package/Publisher		Mirlyn	X				X	X	In process				DR
Full-text Title Lists, Including Aggregator Contents		Mirlyn			X	X		X	Part of "Production" E-journal List		X		
<b>1. B. Descriptive/Bibliographic Data Elements</b>													
Title	X	Mirlyn,LMS,L	X	X	X	X	X	X	X		X	X	LMS,L,DR
See Reference		Mirlyn	X	X	X				In process				LMS
Description (for users, staff)	X	Mirlyn	X	X	X	X	X	X	In process	Optional		X	LMS
Appending to												X	
Database Type or Genre	X		X	X	X			X	In process	Required	X	X	LMS,L
Monograph/Serial				X				X		Required		X	LMS
Full-text, Bibliographic, Numeric, etc.	X		X (if FT)	X				X		Required		X	
ARL Supp. Survey Stat. Type			X	X								X	
Order Number(s)	X	LMS	X	X	X						X	X	LMS
Catalog Record Number/Link		Mirlyn		X	X		some		In process		X	X	
Publisher	X	Mirlyn, LMS,L	X	X	X	MARC 110,710	X	X	X		X	X	LMS
Vendor	X	LMS,L	X	X	X	"source"	X	X	X		X	X	L
Hide			X						In process		X		LMS
Includes Full-text	X		X		X			X	X		X	X	LMS
Coverage/Edition(s)	X	Mirlyn,LMS	X		X			X		Consider		X	LMS
Completeness of Holdings	X							X		Consider		X	LMS
Update Frequency	X									Consider		X	L,LMS
Add to Subject Web Page	X			X							X		DR
Add to Category Web Page				X							X		DR

Key to codes:

DR = Digital Registry (UW)

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<b>2. License-Related Data Elements and Display/Reporting Functions</b>													
Licensed?	X	L	X	X	X	X	X	X			X	X	L,LMS
Date Signed	X	L		X	X		X		In process		X	X	L
Duration	X	L						X		Optional	X	X	L
License Terms (integrated into lists)		L						linked to each	linked to				
General Statement/Disclaimer			X,P									X	
Key License Terms/Highlights	X	L	X,P				X,P	X,P	X,P	Optional		X,P	
Usable for Interlibrary Loan?	X	L	X			X	X,P	X,P	X,P	Optional	X,P	X,P	L
E-reserves	X		X			X	X,P	X,P	X,P			X,P	L
Course-packs	X	L					X,P	link	X,P			X,P	L
Downloading	X	L	X,P				X,P	link	X,P	Optional		X,P	L
Copy		L						link	X,P			X,P	L
Print		L						link	X,P	Optional		X,P	
Limited Sharing/Scholarly Purposes								link	X,P	Optional		X,P	L
Walk-ins	X	L	X						X,P			X,P	L
Commercial Use		L				X						X,P	L
User Guidelines for Each Resource					X			X					
Confidential?									X			X	
Special Terms	other	L	X,P	X				X				X	L
Archival/Ongoing Access Rights (if any)		L						link	In process	Optional		X	L
Link to PDF, Word Document, etc.?			X		X,P	X	X	X	X,P	Optional		X,P	
Location of Paper License	X					central mgmt	X					X	
Active/Inactive		L,LMS					X	X				X	

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<b>3. A. Financial Display and Reporting Functions</b>													
Expenditures by Title	X	LMS	X		X				LMS		?	X	LMS
Expenditures by Fund		LMS	X		X				LMS		?		LMS
Expenditures by Location		LMS							LMS				
ARL Statistical Summary					X				LMS				
<b>3. B. Financial/Purchasing Data Elements</b>													
Selector(s)	X	LMS,L		X	X				X	Required		X	LMS
Negotiator	X	L		X				X		Required		X	L
Requester	X			X						Optional		X	
Pricing Information	X			X					LMS	Required		X	LMS,L
Discounts (consortial, time-based)		LMS		X					LMS	Required		X	LMS,L
Cost Components (content, print, electronic)	X	LMS		X					LMS	Required	X?	X	LMS,L
Print Subscription Requirement	X	L		X	X			?	In process	Required	X?	X	L
Funding (budgets involved, etc.)	X	LMS		X	X				LMS	Optional	Type?	X	LMS,L
Fund Code(s)	X	LMS		X	X				LMS	Optional			LMS,L
Gift?			X,P		X							X	
Endowment Fund(s)		LMS			X					Optional		X	
Payment History		LMS			X				LMS	Required	X	X	LMS
Duration of Purchase/Renew Date	X	LMS		X	X				LMS		X	X	L
Subscription or One-time		LMS		X	X				LMS			X	
Taxable?		exempt		X								X	
Supporting E-mails	X	paper copies		X	X					Consider		X	L
Basis for Decision (trial, flyer, etc.)										Consider		X	
Description/Evaluation Information for Staff										Consider		X	

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<b>4. Process/Status Information and Tracking</b>													
Action (Trial, Purchase, etc.)	X			X	X								LMS
Order Status	X	LMS		X	X	X			X		X	X	
Trial Information									In process				
Dates		Mirlyn					X		In process			X	
Local Trial Contacts, etc.							X		In process				
Comments from Trial													LMS
Trial/Under Consideration Pages		Mirlyn, O							X				
Signature Needed				X								X	LMS,L
Dates											X	X	L
Generic License Received											X		
Rejected									X			X	LMS
Signed				X					X		X	X	L,LMS
Mailed/Faxed													
Countersigned									X			X	
Last Contact													
Routing Notes (who has it?)				X	X		X			Optional		X	
Follow-up Notes					X								LMS
"Follow-up Needed" Reports				X	X		X						LMS
Post-signature "To Do" List													
Added to Licensing Web Page													
Descriptive Pages Done?													
Available Yet?								X	X		X	X	LMS
Decision (yes/no/reconsider?)	X									Consider	X	X	
Reason for Decision										Consider		X	
Future Product													
Upcoming Renewal Reports	X		X		X	X	X	X			X	X	L
Deselection Responsibility										Consider			
Preservation Plans/History										Consider			

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<b>5. Systems/Technical/Access Information</b>													
Platform	X				X	X	X				X	X	
Hardware Requirements	X				X	X			In process	Optional		X	
Software Requirements	X				X				In process	Optional		X	
URLs	X	Mirlyn		X	X		X		X		X	X	LMS,DR
Staff Access		Mirlyn	X		X	X			In process		X	X	L
Public Access		Mirlyn	X		X	X			X		X	X	L
Authentication				X	X		X		In process		X	X	L
IP Ranges Licensed	X (y or n)	L	X	X	X	X	X		In process	Req. or Opt.	X	X	L,DR
Username/Password(s)	X	L	X	X	X	X	X		In process	Optional	X	X	L
Proxy	X		X	X		X				Optional	X	X	L
Domain Name(s)		L			X		X					X	
Concurrent Users Allowed	changes in	L,LMS		X	X	X	X		X	Required	X	X	L
Access Limits		L,Mirlyn		X	X		X			Required			L
By IP			X										
By Location	X	L,Mirlyn	X		X	X	X			Required	X	X	L,LMS
By User Status	X	L,Mirlyn	X	X	X	X				Required		X	L
Remote Access Permitted	X	L			X	X	X			Required	X	X	L,DR,LMS
Interface			X										
Format	changes		X	X	X					Optional	X	X	L,LMS,DR
Availability/Problem Status		O	X		X	X		X	X		X	X	
Broken Resource			X								status?	X	
System Okay			X										L,DR
Problem Reports/History		O											
<b>6. Contact and Support Information</b>													
Vendor Technical Support Information		L	X	X	X	X	X	X	In process		X	X	L,LMS
Vendor Sales/Billing Information	URL	L,LMS	X	X	X	X	X	X	LMS	Optional	X	X	LMS
Local Coordinator/Contact		L	X	X	X	X	X	X	In process			X	
Support Information for Users (classes, help contact,			X		X	X		X	In process		X	X	
Documentation Available							X		In process			X	
<b>7. Usage Information</b>													
Data					X								
Description (where/how available, etc.)					X				X	Optional		X	
Reports		O	X		X				Link to:				

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