



HLISD

Health Library and Information
Services Directory

Julie Ryder March 2006

The Project

This initiative involves three interested parties:

- HLG - Directory 11th Edition 2002/3
- RCN - 'Libraries for Nurses' website
- NLH - My Library project

Coverage

Agreed that coverage would be the same as the HLG Directory:

- All UK
- Republic of Ireland
- All sectors



Who is the Directory for?

It is for Library and Information Service Staff

It is for nurses and the whole range of people working within the health sector

But also as a website it will be available to the public, among whom will be the above groups, maybe accessing remotely



Phase 1

- Inputting data from the two directories
- Deletion of duplicates
- Establishment of a potential network of editors
- Agreement on editing model



Phase 2

- Agreeing the data model
- Agreeing the branding and design of front end
- Populating the database
- Rolling out editing to Network Editors
- Going live



Summary Record – Web view

- Name of library
- Name of organisation
- Address; tel; fax; email
- Home page
- Sector
- Access Policy
- Opening times
- Directions
- Subject coverage
- Resources Overview
- Special Collections
- Additional Services



Show Full Record – Web view

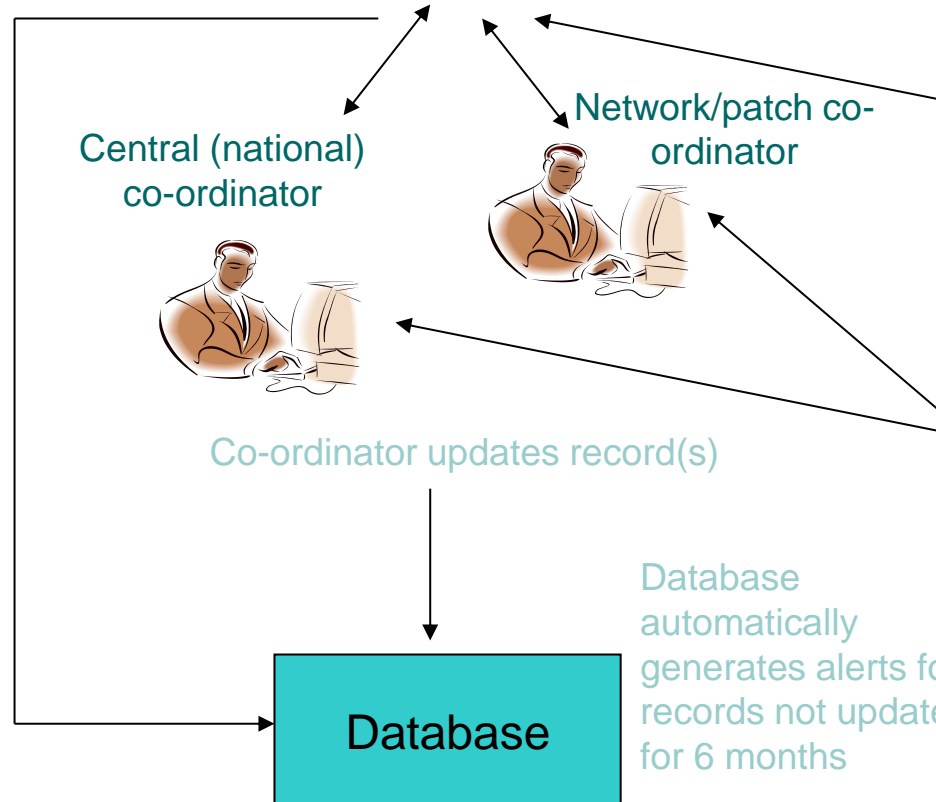
- Key Contacts
- Classification
- Library Management System
- Collaborative Networks
- Branches
- Library Code
- ILL Code
- (Athens ID not on web view)

Selected Editing Model

Libraries not part of a network can update directly via CMS or via central contact



Libraries within networks send updates; Coordinators verify/update



Network Communication Strategy

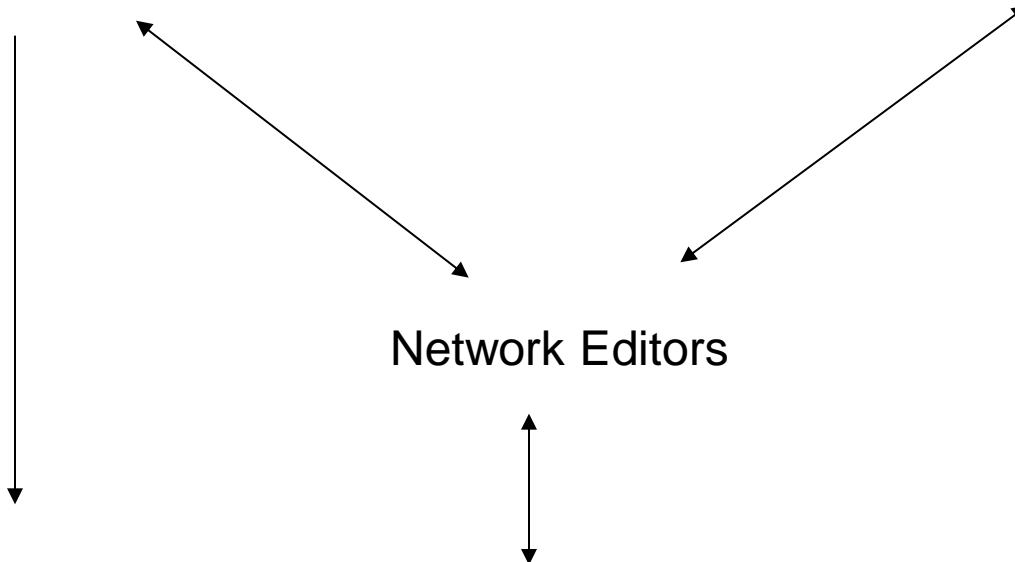
Julie Ryder (Administrator covering Editorial matters)

Matt Stevenson (Administrator covering IT matters)

Network Editors

Entries not covered by Network Editors

Local Editors



Implementation working group established

Pilot established with three networks

- NHS Kent, Surrey, Sussex
- NHS North West
- NHS London



Current Stage

- Entries being allocated to Networks
- Editors' log ins arranged
- Entries to be rolled out to editors
- Editors to update entries on the system



Allocating Entries

There are four elements to this:

- Comparing the pre-cursor database with network directories
- New entries from your directories
- Negotiations on those entries in our directory but not in yours
- Duplicates where entries are on two of yours



Stages for data entry

Stage 1

- Basic fields from the old print directory and the 'Libraries for nurses' website will be added to the entry: library name, organisation, post code, address, tel, fax, email, weblinks and Athens ID. Editors will be asked to update those fields and then the entry can go live

Stage 2

- The rest of the fields to be added when possible



Editing Screens - currently

The Web view and Front end are in development at present.

We will be moving into the Sharepoint Environment in April.

Various search options will be available – including keyword, map

Network Editors Log in

Administration - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites Media Print Mail News RSS Feeds

Address <http://193.195.221.108/Admin.aspx> Go Links >>

Google Search 8 blocked ABC Check AutoLink AutoFill Options

NHS
Health Libraries Group

Account Management

- Libraries
- Editors

Approval Queue

Log Out

My Details

Name

Email Address (login)

Contact Details

Change Password?

New Password

Confirm Password

My Details
Helpdesk
FAQ

start Guidance for Network... Administration - Micro... 18:43

List of Libraries in a Network



NHS Health Libraries Group - Administration - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address: http://193.195.221.108/Admin.aspx

NHS
Health Libraries Group

Account Management
■ Libraries
■ Editors
Approval Queue
Log Out

Library Management
Select a Library to edit from the list below

My Details
Helpdesk
FAQ

Library Name ↑↓	Last Modified ↑↓
Aintree Library and Information Resource Centre	25/01/2006
Bateman Centre Library	25/01/2006
Blackburn Royal Infirmary Education Centre Library	25/01/2006
Central Manchester & Manchester Children's University Hospitals NHS Trust - Booth Hall Children's Hospital Medical Library	25/01/2006
Central Manchester & Manchester Children's University Hospitals NHS Trust Library Service	25/01/2006
Central Manchester & Manchester Children's University Hospitals NHS Trust Medical Library	25/01/2006

Done Internet

start NHS Health Libraries ... Inbox - Outlook Express Guidance for Network... 13:09

Library Details

The screenshot shows a Microsoft Internet Explorer browser window titled 'Administration - Microsoft Internet Explorer'. The address bar displays 'http://193.195.221.108/Admin.aspx'. The page content includes the NHS logo and 'Health Libraries Group'. A navigation menu contains links for 'Account Management', 'Library', 'Sectors', 'Classifications', 'Services', 'Networks', 'Branches', 'Athens Codes', 'Contacts', and 'Web Links'. A sidebar on the left lists 'Libraries', 'Editors', 'Approval Queue', and 'Log Out'. The main content area is titled 'Library Address Details for Aintree Library and Information Resource Centre' and contains the following form fields:

Library Name:	<input type="text" value="Aintree Library and Information Resource Centre"/>
Organisation Name:	<input type="text" value="Aintree Library and Information Resource Centre"/>
Address:	<input type="text" value="1st Floor, Clinical Sciences Centre
University Hospital Aintree
Aintree Hospitals NHS Trust"/>
Postcode:	<input type="text" value="L9 7AL"/>
Country:	<input type="text" value="Channel Islands"/>

The browser's status bar at the bottom shows 'Done' and 'Internet'. The Windows taskbar at the very bottom includes the Start button, a taskbar with 'Guidance for Network...' and 'Administration - Micro...', and a system tray with the time '18:46'.

Key Contacts

The screenshot shows a web browser window titled "NHS Health Libraries Group - Administration - Microsoft Internet Explorer". The address bar displays "http://193.195.221.108/Admin.aspx". The main content area is titled "Key Contacts" and features a large empty table on the left. To the right of the table is a form with the following fields: "Forename", "Surname", "Responsibilities" (a text area with scrollbars), "Telephone", "Fax", and "Email". Below the table and form are five buttons: "New", "Edit", "Save", "Cancel", and "Delete". The browser's status bar shows "Done" and "Internet". The Windows taskbar at the bottom includes the Start button and several open applications: "NHS Health Libraries ...", "Inbox - Outlook Express", and "Guidance for Network...". The system clock in the bottom right corner shows "15:12".

Administrator Log in

Administration - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media Print Mail News AutoFill Options

Address <http://193.195.221.108/Admin.aspx> Go Links >>

Google Search 8 blocked ABC Check AutoLink AutoFill Options

NHS
Health Libraries Group

Account Management

- Libraries
- Networks Management
- Editors

System Data

- Sectors
- Classifications
- Additional Services
- Collaborative Networks
- Athens Codes
- Library Networks

Approval Group

My Details

Name

Email Address (login)

Contact Details

Change Password?

New Password

Confirm Password

My Details
Helpdesk
FAQ
Print Network

Your Google Toolbar can fill this in for you. Select AutoFill

start Network Tagging ... Super user scree... Administration - M... Windows Media Pl... 15:56

Assigning Entries to a Network

The screenshot displays the NHS Health Libraries Group Administration interface in Microsoft Internet Explorer. The browser window title is "NHS Health Libraries Group - Administration - Microsoft Internet Explorer". The address bar shows the URL "http://193.195.221.108/Admin.aspx".

The main content area is titled "Library Networks Management". It features a "Network" dropdown menu currently set to "UMSLG". Below this, there are two lists of libraries:

- Assigned Libraries:** A list of libraries currently assigned to the UMSLG network, including:
 - Bart's and The London: Queen Mary's Medical School West Smithfield Li
 - Brighton & Sussex Medical School Library
 - Cairns Library - John Radcliffe Hospital
 - Eastman Dental Institute Information Centre
 - Edinburgh University Library - Erskine Medical Library
 - Institute of Child Health - Friends of the Children of Great Ormond Stree
 - Institute of Laryngology & Otology Library
 - Institute of Neurology - Rockefeller Medical Library
 - John Rylands University Library of Manchester
 - Keele University Site Library
 - King's College Institute of Psychiatry Library
 - King's College London - New Hunt's House Information Services Centre
 - King's College London - St. Thomas' Medical Library
 - King's College London - Warner Dental Library
 - London School of Hygiene & Tropical Medicine Library
- Available Libraries:** A list of libraries available for assignment, including:
 - Aberdeen University Medical Library
 - Ailsa Hospital Medical Library

A "Delete" button is visible next to the Assigned Libraries list. The left sidebar contains navigation links for Account Management, System Data, Approval Queue, Homepage Content, and Communication. The Windows taskbar at the bottom shows the Start button and several open applications, including "HLISD Presentation F..." and "NHS Health Libraries ...". The system clock indicates the time is 11:08.

Approval Queue

Administration - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <http://193.195.221.108/Admin.aspx>

NHS
Health Libraries Group

Account Management

- Libraries
- Networks Management
- Editors

System Data

- Sectors
- Classifications
- Additional Services
- Collaborative Networks
- Athens Codes
- Library Networks

Approval Queue

To view and approve or reject a directory edit, click an entry in the list below.

Library Name	Network	Submitted By	Submitted Time
Action for Myalgic Encephalomyelitis	Central	sysadmin@nhshlg.org.uk	08/03/2006 16:10:41
Aintree Library and Information Resource Centre	NHS North West	shanannis.nhs@nwda.co.uk	09/03/2006 10:45:26
Ashworth Hospital Library	NHS North West	shanannis.nhs@nwda.co.uk	09/03/2006 10:52:53
Bateman Centre Librarv	NHS North	shanannis.nhs@nwda.co.uk	09/03/2006 11:12:29

My Details
Helpdesk
FAQ
Print Network Directory

Done Internet

start Network Tagging ... Super user scree... Administration - M... Windows Media Pl... 16:06

University Entries

There are:

- 128 University entries in the current HLISD database
- 57 in the UMSLG directory
- 38 in NHS England, Wales, Scotland and N Ireland directories

How do we handle this?

Network or Local Editors?

To sum up

We've discussed :

- Who the Directory is for
- The workflow for Editors
- The allocation of entries
- Questions to be resolved for University entries