AUTO LIBRARIAN™ Textbook.net
Web-Based
Textbook Management Software

AUTO LIBRARIAN™ Textbook.net is a full-featured Web-based Textbook management system using the latest Web 2.0 technology. By popular demand we have retooled our AUTO LIBRARIAN™ Textbook 2.0 MS-DOS application from the ground up and created a fast, easy to use, and affordable web-based system that can be used at any school site. The system utilizes optional bar codes which allow users to track Textbooks through acquisition, check-out and check-in. A two-tiered level of access to the program for one Super User and multiple Admin Users per organization insures fast check out of Textbooks at the beginning of the semester or year. One Master Text record is added for each unique title of textbooks and Textbook records are generated from the Master Textbook information without reentry of information. Batch check-in at semester or year end of all returned Textbooks is an important feature which frees up valuable staff hours in preparation for the next semester or year's Textbook checkout session.

FEATURES

TWO TIERED ACCESS

Two-tiered access for one Super User and multiple Admin Users will allow check out and check in of textbooks from multiple computers within the school. All that is needed is a computer with Internet access, Internet Explorer 7, 8 or 9 (not 10) and an access code. There are no special forms, very little paper is generated, and since the software is web-based users are not responsible for software installation, service packs, database maintenance or backup. Best of all access is unlimited to the AUTO LIBRARIAN™ Textbook.net program. Textbooks can be checked out and in from multiple computers anywhere in the organization. Barcode generator is included.

EASY ACCESS AND SEARCHING OF TEXTBOOK AND BORROWER DATABASES

A Master Textbook database with the following fields: Title, Publisher, Subject, Edition, ISBN, Purchase Date, Department, Type of Text, Copyright, Cost, Budget Category, Vendor's Information including: Name, Street, City, State, Zip, Phone and Email and a Notes field.

Automatic generation of Textbooks from Master Texts and assignment of unique Textnums for each generated Textbook record. For example, up to twenty-five Algebra 101 Textbook records are automatically generated from one Algebra 101 Master Textbook record with a single command, additional groups of up to 25 records can be added as needed.

Grid Listing of Master Texts allows viewing of number of Textbooks generated, as well as counts of Textbooks checked out, available or missing at the click of a button. Textbooks are checked out for a semester or year time period, linked to a Staff Member's class period, as either a class set or checked out to an Individual student borrower. Listing of Textbooks checked out to borrowers printed or on screen. Amazon.com book reviews and more information link for each Master Textbook.

One Super User per organization is given universal access to all AUTO LIBRARIAN™ Textbook.net operations. Duties of the Super User are to add the User accounts (Student and Admin Users), add Master Texts and generate Textbook records, Add Grade Levels and Fine Categories and Amounts, and move students from one grade level to the next at year end.

An Admin User database includes a unique Staff#, Last Name, First Name. Admin Users have the following capabilities: Check Out Textbooks linked to their Staff# to Student Users, view Checkouts to themselves, Check in Textbooks, flag Textbooks as Not Returned, Charge Fines, and pay off Fines.   If the Super User gives an Admin User Assistant Super User status they can also check books out linked to other Staff Members.

Other Admin Users can assist with Textbook check out and check in, assess and pay fines for textbook damage, as well as flagging Not Returned Checkbooks so that the Super User can do a Batch Check in of Textbooks at year end to ready the collection for the next school year or semester Textbook checkouts. With the assistance of multiple Admin Users and Assistant Super Users Textbook circulation is extremely efficient and manageable.

A Student User borrower database includes a unique Borronum, Last Name, First Name, email address and Grade Year. Fines notices, and Not Returned Textbook Notices can be emailed to the Student User. In the grid listing of Student users a snapshot view of Textbook activity in a borrower record by clicking a View button can also be sent to a printer for the student to take away. Student Users have no access to AUTO LIBRARIAN™ Textbook.net.

FAST AND EFFICIENT CIRCULATION MANAGEMENT
Express check out of "class sets" of Textbooks checked out to teachers or Textbook Check Out to individual Student Users by Super User and multiple Admin Users from multiple computers with Internet access. Quick Batch check in of all textbooks at semester- or year-end by the Super User after Not Returned Textbooks are flagged by the Super User and multiple Admin Users.

Fines can be assessed to borrowers by Admin Users and the Super User from a listing of fines for Textbook damages set up by the Super User.

LISTS AND NOTICE REPORTS
The Super User has access to all Lists and Notices. Lists and Notices generated on screen or sent to a printer for Textbooks checked out sorted by Teacher and Period indicating Student Borronum, Name, Textnum, Title and Check Out Period Year or Semester. List and Notices of Textbooks Not Returned indicate Borronum, Name, Textnum, Title and Cost of the Textbook for a single student or all students. Fines Lists and Notices to Borrowers with Fines for a single student or all students can be printed or emailed. All reports are printed on regular paper (NO SPECIAL FORMS ARE NEEDED). Fines notices can be emailed to Student Users as they are assessed. Not Returned Textbook Notices can be emailed to Student Users as they are flagged. System information window lists a snapshot view of the number of records in all of the databases including Checkouts, Fines and Missing Textbooks.

EASY TO USE REMOTE INVENTORY
Easy step by step Inventory system whereby all of the Textbooks' bar codes are scanned with a portable handheld TriCoder bar code reader programmed and sold by MC^2 SYSTEMS. Data from the portable unit is then uploaded to the Auto Librarian™ Textbook.net to compare with the Textbook database. A printed list of missing texts is produced. Inventory discrepancies can be reconciled individually. Texts are tagged with a MISSING label when searched from the TEXT database if they were not scanned during the physical inventory.

ONBOARD HELP/GETTING STARTED MANUAL
Help is available by clicking on a ? button within the program. Admin Users can email the Super User for help with a link to a form. Getting started help gives step-by-step instructions for the Super User to get up and running quickly and efficiently.

BARCODE LABEL GENERATOR INCLUDED
Barcode Label 39NT, a Windows-based program allows for printing of Code 39 barcodes on the AVERY 5160 label for laser printers (1" x 2-5/8", 30 to a sheet). Barcode program prints a bar code label with the name of the school up to 20 characters and numbers up to 12 digits with readable numbers for use with or without a bar code reader. Bar code labels can be printed for Borrowers and Textbooks.

NO DATA BACKUP OR MAINTENANCE
AUTO LIBRARIAN™ Textbook.net data is safe and backed up daily on our server. There is no need for the user to backup or otherwise maintain the data. Since the application is web-based there is no software to install, no service packs to download and install and no data is stored on your computer or your school's network hard drives. AUTO LIBRARIAN™ Textbook.net takes the hassle out of Textbook database management.

SYSTEM REQUIREMENTS
BROWSER: Internet Explorer 7, 8 or 9 (not 10) or Firefox 2.0 with Internet Explorer Tab add-on.
OPTIONAL: TriCoder tm portable bar code reader or non-portable bar code reader. The portable bar code reader serves both as a non-portable reader for circulation and as a portable reader for year-end inventory. The LZ-360USB triggered laser gun reader is used for circulation. No special hardware is needed to connect to the computer - it interfaces through the USB port.

TRY the AUTO LIBRARIAN™ Textbook.net Demo <u>FOR FREE</u> FOR 30 DAYS
We are so sure that you will love this service that we are making the following offer: Sign up now for the demo use the AUTO LIBRARIAN™ Textbook.net demo version absolutely FREE for 30 days. After 30 days if you decide to utilize AUTO LIBRARIAN™ Textbook.net a new account will be set up to login to use to automate your textbook collection. You will be invoiced for the annual service at $225.00/year plus one-time $100.00 set up fee. Each year thereafter you will be billed for the following year's service.

NEED EVEN MORE REASONS TO CHOOSE AUTO LIBRARIAN™ Textbook.net?
- **Unlimited Technical Support** - Technical support is available at *no additional cost* via email.
- **Affordability** - AUTO LIBRARIAN™ Textbook.net is priced well within even the tightest school budget.   There are no hidden costs. For the cost of a few textbooks, a year of AUTO LIBRARIAN™ Textbook.net service will streamline the tracking of textbooks and fines for textbook damage. It will reduce the dollars spent on replacement textbooks thus paying for itself and freeing up money normally spent on textbooks to be used elsewhere within the school. **Annual service costs just $225.00/year with a $100.00 set up fee (first year only).**
- **Import Data** - Existing student data can be imported from a comma-delimited text file.
- **Quality and Reliability** - MC² SYSTEMS has been in the library management software business for over 25 years. We created the AUTO LIBRARIAN™ family of library management software first for MSDOS computers, then Windows-based computers and for the Internet with AUTO LIBRARIAN.net™, COURSE PICKS™ online course selection, and now our latest offering AUTO LIBRARIAN™ Textbook.net. Thousands of school, corporate, public and correctional institutional librarians in the U.S. and overseas trust us to build and support reliable, affordable and easy-to-use software applications and you can too!

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