

Working with journals

Enter 1 - 5; 1 being poor;
5 being excellent

Script Number	Detailed Function(s) Number	Script	Rationale	A (Available) or D (In development)	Ease of Process	Overall impression (i.e., gut feeling)	Additional Comments
1	IX, XVII	Search by title for the journal <i>Time</i>.	journal search in the general title index				
1A	I d, II a, II o	Is the index screen clearly labeled?	review of index/result screen				
1B	I a, I d, II a, II q-r	Is there enough information on the index/results screen to determine what title to select?	review of index/result screen				
2	XVII	Search for the latest issue of the journal <i>Science</i>. (Answer questions 2B-G using the detailed record.)					
2A	IX	Can you search journals only?	journal title only search				
2B	I g, II d, II l, II p, III, III f	Is the issue information easy to find?	review of the detailed record for journals				
2C	I g, II d-f, II r, III, III a-c	Is the shelving location (and call number) of current journal issues clearly stated?	review of the detailed record for journals				
2D	I g, II d, II m, II p, VII, XLIII	Is the format information (e.g., microfilm, paper, electronic) easy to find?	review of the detailed record for journals				
2E	I g, II d, II m, VII, XLIII	Are all different formats easily identifiable?	review of the detailed record for journals				

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2F	I g, II d, II j, III, XXX	Are there links to electronic versions?	review of the detailed record for journals				
2G	I g, II d, II l, II o-p	Is it apparent how to locate the detailed holdings?	review of the detailed record for journals				
3	XVII	Search for the 1992 bound issues of the journal <i>Proceedings of the National Academy of Science</i>. Go to the detailed record.	journal search in the title field				
3A	Ig, II d, II l, II p, III, III d, III f	Is the bound volume information easy to find?	review of the detailed record for journals				
3B	I g, II d-f, III, III a-c	Is the shelving location, including call number, of bound journal clearly stated? (Go to the copy holdings screen.)	review of the detailed record for journals				
3C	I e, I g, II b, II i, II l, II r, III d-f	Can you determine if the 1992 volume is in the library?	review of the copy holdings screen				
3D	I e, II b, II d, XVI	Can you sort the copy holdings records by year/volume	review of sorting function				
3E	I e, II b, XVI	Can you move to a specific volume/date in one command?	review of the copy holdings screen.				
4	IX, XIX c	Search for a journal by ISSN (0033-3107).	standard number search				
4A	L, LI	Do you go directly to the detailed record?	navigation				

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4B	I g, II d-f, II h, II p, III a	Are the title and call number of the journal easy to find?	review of detailed record for journals				
5	XI, XII, XIII	Find the journal on environmental issues published by the American Chemical Society. Use the subject keyword search of "environ? AND periodical?"	publisher search / keyword search for journals				
5A	X, XVII	Can you search by publisher?	searchable fields / MARC record				
5B	XIII, XXI	Can you search with truncation in the subject keyword?	review of search features				
5C	XII	Can you combine publisher and subject keywords with "AND" logic?	review of Boolean search options				
5D	XXXI I	Can you print the bibliographic record?	review of print capabilities				
6	XVII	Find the journal <i>The Atlantic Monthly</i>	searching journals with many title changes				
6A	I d, II a, II h, II q, V	Are multiple titles listed on the index/results screen?	review of index/result screen				
6B	I d, II a, II h, II r, III	Can you determine which title to select? (Select one.)	review of index/result screen				
6C	I g, II d, III	Are the title changes clearly labeled on the detailed record (e.g., previous title, became part of)?	review of detailed record for journals				
6D	III, X, XXIX	Are the title changes linked to allow you to get to the "other titles" easily?	navigation				

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6E	I a, V, III	Can you display the MARC record from this screen? (Do so.)	navigation, review of MARC record				
6F	I a, III	Can you return to the detailed screen easily?	navigation				

Working with books

Enter 1 - 5; 1 being poor; 5 being excellent

<i>Script Number</i>	Detailed Function(s) Number	Script	Rationale	A (Available) or D (In development)	Ease of Process	Overall impression (i.e., gut feeling)	Additional Comments
7	XVII	Find books written by Samuel Clemens.	personal author with cross references				
7A	I h, III, VI b, XIX	Were the cross references clear?	review of cross references				
7B	I d, I g, II a, II d, II h, II p, II r, III, XIV b	Were the titles listed alphabetically on the index/results screen?	review of index/result screen				
7C	X a	Can you sort the titles by date?	sorting of index/results				
7D	X a	Can you sort the titles by author?	sorting of index/results				
7E	X a	Can you sort the titles by title?	sorting of index/results				
8	XVII	Find a 20th century non-English language work by Herman Hesse.	author search				

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8A	IX, X, XXIII c	Can you limit by date?	review of limiting features				
8B	IX, X, XXIII a	Can you limit by language?	review of limiting features				
8C	IX, X, XXIII	Can you limit by both in one search?	review of limiting features				
8D	XXIII a, XXIII c	Can you limit in the initial search?	review of limiting features				
9	XVII	Find materials written by the IEEE	corporate author search				
9A	I h, VI b	Were cross references clear?	review of cross references				
9B	I b, II i, XXIII e	Can you find out what is currently on order for this author?	web interface options				
10	XVII	Search for works by James Baldwin including those in compilations. Use the keyword search option.	searching authors in the notes				
10A	XV	Did it pull up records with James Baldwin in the note field?	functionality of keyword searching				
10B	VI a, XVII	Did you pull up records with James Baldwin as the author (e.g., main	functionality of keyword searching				
10C	XXIII h	Can you limit the search by the note field?	review of limiting features				
11	XIX	Log into the system as a staff member. Search by standard numbers in the PAC.	review of search features				
11A	XIX b	ISBN (0031146739)	review of search features				
11B	XXXVIII	Can you move to the circulation record for this item?	authorized move between modules				

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11C	XIX d	OCLC number (12345678)	review of search features				
12	X	Find books about death penalty. Use the subject search option. Include phrase searching using proximity searches (e.g., penalty (3w) death)	subject search using advanced features				
12A	I i, VI b	Were the cross references clear? (Select a subject heading, then choose an item.)	review of authority records / cross references				
12B	I g, II d, VI	From the detailed record were you able to search by subject headings using a hyperlink? (Do so. Then combine the two searches using "OR".)	review of detailed record for monographs and functionality of subject headings				
12C	XX	Were you able to use proximity operators?	review of proximity operations.				
12D	XXVI	Were you able to combined multiple searches using the search history to create one index/result screen?	use of search history for searching and review of Boolean				
12E	XXVII	Were the instructions for this process readily available?	review of help resources				
12F	XXXVI	Can you print the search history?	review of printing options				
13	XVII	Do a subject search on F. Scott Fitzgerald.	subject search on a personal name				
13A	I i, VI b	Were cross references clear? (Select a subject.)	review of authority records / cross references				
13B	X	Are you able to sort the index/result screen by author?	advanced search features				

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13C	X	Are you able to sort the index/result screen by title?	advanced search features				
13D	II q, II r	Was there enough information on the index/result screen to choose which item(s) you wanted to find on the shelf?	review of index/result screen				
14	XII	Find books about Martin Luther written since 1950 that are not checked out.	keyword search of personal name				
14A	I h, VI b	Were the authority record cross references clear?	review of authority records / cross references				
14B	X a	Were you able to sort the index/result screen by date?	advanced search features				
14C	III e, XXIII g	Was there any mechanism to sort or limit by circulation status? (select an item and go to the detailed record)	limits and advanced search features				
14D	II g	Can you find the author easily?	review of author field				
14E	II k	Can you find the publisher easily?	review of publication information field				
15	XXI	Find any and all books with women, woman, or sister(s) in the title (e.g., wom!n of sister?)	review of truncation				
15A	XXI	Was internal truncation available?	review of truncation				
15B	XXI	Was right hand truncation available?	review of truncation				
15C	XXI	Was the system response time good?	functionality				
15D	XXI	Are the system limits for truncation reasonable for this type of search?	review of truncation				
15E	XXI, XXVII	Were the instructions for this process readily available?	review of help resources				

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16	XVII	Find books about the Myers-Briggs tests/system (do an author search, then do a keyword search.)	multiple author/keyword search				
16A	XI, XIV a	Were you able to combine authors' last names with "AND" logic?	review of Boolean searching options				
16B	XI, XVII	Were you able to combine keyword searching with "AND" logic?	review of Boolean searching options				
Working with multimedia and reserves					Enter 1 - 5; 1 being poor; 5 being excellent		
<i>Script Number</i>	Detailed Function(s) Number	Script	Rationale	A (Available) or D (In development)	Ease of Process	Overall impression (i.e., gut feeling)	Additional Comments
17		Find all Miles Davis videos, CDs or cassettes. Place a hold on any item currently checked out.	author search				
17A	I g, II d, II m, III, VIII, XLIII	Are all formats clearly labeled?	review of detailed record				
17B	I g, II m, II q-r, III, VIII, XLIII	Are all formats clearly displayed?	review of detailed record				
17C	II i, II p, II r, III, III e	Was the circulation status clearly displayed on the detailed record ?	review of status information				

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17D	XXVII	Were instructions readily available?	review of help resources				
18	VII	Find a DVD on a famous person (e.g., Gandhi [sic])?	misspelled author				
18A	I d, I i, II a	Did the index/result screen allow you to move to the appropriate screen easily?	navigation of index/result screen				
18B	XXIII b	Were you able to limit by format?	review of limiting features				
18C	I e, I b, III e	Can you tell if the DVD was checked out?	review of status information				
18D	I e, II d, III h	Can you see if the item is reserved for a class?	review of status information				
18E	XXXVII e	Can you reserve the item for a class?	patron initiated function				
19	LIV b	Find the <i>Civil War</i> video(s) by Ken Burns.	author/title search				
19A	XIV a, XI	Can you search by the author and title in the same search?	review of Boolean searching options				
19B	I d, II a, II m, II q	Can you tell from the index/result screen which item is the video series (Go to the detailed record)?	review of index/result screen				
19C	I g, II d, II g, II q, III	Are the volumes summarized on the detailed record ?	review of detailed record for series/multi-vols.				
19D	I g, II d, II i, II q, III e	Is the circulation status of any volumes noted on the detailed record (e.g., volume 3 checked out)?	review of detailed record for series/multi-vols.				
19E	I e, II b, II l	Is each volume listed separately on the copy holdings screen ?	review of copy holdings screen				
19F	I e, II b, II i, III	Is the circulation status of all volumes listed on the copy holdings screen ?	review of status information				

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19G	XXXVII a	Place a hold for one volume charged out.	review of patron initiated functions				
19H	XXXVII a	Place a hold (for pickup) for one volume in the library.	review of patron initiated functions				
19I	XXXVII a	Place a hold for the set.	review of patron initiated functions				
19J	XXXVII a	Change your mind and remove the hold for the volume charged out.	review of patron initiated functions				
20	IV	Search for locally held photographs or images with a link to a database outside the library catalog. Go to the detailed record.	review of links with non-catalog database				
20A	XXIII d	Can you limit the search by collection (e.g., archives)?	review of limiting features				
20B	IV	Can you find the link to the image on the detailed record? (Go to the image).	review of detailed record and non-catalog links				
20C	IV	Can you return to the library catalog easily?	navigation with non-catalog links				
21	XVIII, LIV	Go to course reserves?	review of reserves				
21a	IV	Is it easy to find the course reserves?	navigation				
22	XVIII, LIV e	Are electronic reserves integrated (if not please note in comments how they are accessed)?	review of reserve				
23	LIV e, XVIII a	Find a book or article on reserve by course number	review of reserve search options				
24	LIV e, XVIII b	Find a book or article on reserve by faculty name	review of reserve search options				
25	LIV e, XVIII c	Find an article on reserve by author's name	review of reserve search options				

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26	LIV e, XVIII f	Find an article on reserve by journal title.	review of reserve search options				
27	LIV e, XVIII d	Find a book on reserve by title.	review of reserve search options				
28	LIV e, XVIII e	Find a chapter of a book on reserve by chapter title.	review of reserve search options				
29	LIV e, XVIII f	Find a journal on reserve by journal title.	review of reserve search options				
30	LIV e, XVIII g	Find an article on reserve by article title.	review of reserve search options				
31	XXXVII b	Locate your patron information screen.	review of patron information screen				
31A	II i, XXXVII b	Can you tell which items are due next week?	review of patron initiated functions				
31B	II r, VIII	Can you adjust the screen to see a long title or author?	review of user customizing				
31C	XXXVII c	Can you renew an item?	review of patron initiated functions				
31D	XXXVII c	Can you renew all videos which are due today?	review of patron initiated functions				
Working with general searches						Enter 1 - 5; 1 being poor; 5 being excellent	
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32		Find encyclopedias in the reference collection?	general subject term				

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32A	X, XXIII d	Can you limit by collection (e.g., reference)	review of limiting features				
33	XIX a, XXIII f, XXIV	Can the system generate a shelf list with user set parameters?	call number search				
34	VIII, LII	Can the user set display parameters?	functionality				
35	XXIX	Is there a stop button or icon on each screen?	review of navigation features				
36	XXIX	Is there a backup button or icon on each screen?	review of navigation features				
37	XXIX	Does the web browser's navigation button or icon work?	review of navigation features				
38	X, IX, XXIX	Can you use the "enter" key to send a search command?	functionality				
39	IX, II p	Is the search button or icon easy to find?	functionality				
40	IX, X	When search fields are needed are they indicated with a pull down box?	functionality				
41	XLVII	Is it easy to fix your input errors?	functionality				
42	LII, XXVII	Are the help screen indexed?					
43	XXVII	Can you navigate through the help screens easily?	review of help resources				
44	XXVII	Is there a help button or icon on each screen?	review of help resources				
44A	II p, XXIX a	Is the button or icon in the same place on each screen?	review of navigation features				
44B	II s, XXIX b	Is the button or icon legible?	review of navigation features				
44C	XXVII	Are there context sensitive help messages?	review of help resources				

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44D	XXVIII	Can the help messages be modified by PLU library staff?	review of help resources				
44	XXXI	Access a record with links to a full text journal.	Demonstrate authentication features				
	LVI, XLIX	Access the full text.					
44B	IV	Can you return to the library catalog	navigation				
44C	LVI b	There was no need to enter additional passwords from on campus.	IP management				
44D	LVI a	Off campus access was granted through use of Sage e-mail account and password (e.g. LDAP).	password management				
44E	LVI c	An appropriate message was displayed when too many people were connected.	simultaneous users management				