

# **INNOVATIVE USERS GROUP DIRECTORY DATA SURVEY**

Revised edition  
April 2000

The Innovative Users Group (IUG) with the help of Innovative Interfaces, Inc. (III) has created an online directory of Innovative System users. The Directory uses the III software. It is online to all users whose III system is connected to the Internet. All users can be entered in the Directory, whether or not they are members of the Innovative Users Group. A printed version of the Directory is created each year for distribution to IUG members who want it. We encourage use of the Directory online as it contains the most current information.

The records in the Directory are entered based on information submitted in the attached survey. You must fill out a survey to be included in the Directory. Membership in the IUG does not automatically mean inclusion in the Directory. The survey may be returned to the Directory Manager listed below either by US Mail, fax, or email:

**Diana J. Davis**  
**University Library**  
**California State University, Fullerton**  
**Box 4150**  
**Fullerton, CA 92834-4150**

**FAX: (714)278-2439**  
**Email: [ddavis@fullerton.edu](mailto:ddavis@fullerton.edu)**

If your library is already in the Directory and changes are needed, please send them to the same address.

## **INSTRUCTIONS FOR GROUPS OF LIBRARIES SHARING AN III SYSTEM**

- OPTION 1:** You may choose to fill in one data survey for the whole group, making "added entries" for the names of member institutions. Use the attached form. If the consortium includes different types of libraries, we strongly urge that you do "OPTION 2".
- OPTION 2:** You may choose to fill in a data survey for each member institution and a special form for the group. Please use the attached form for each member institution and request a Special Consortium Form from the Directory Manager at the address listed above.

## **INSTRUCTIONS TO OTHER III USER GROUPS**

We would like to include information about other User Groups. If you are an officer in a specialized or regional III User Group, please request a Special User Group Form from the Directory Manager at the address listed above.

**INNOVATIVE USERS GROUP DIRECTORY DATA**  
**April 2000**

Please disregard number tags in ( ) and “1” codes. They are included to help our keyers.

1. **INSTITUTION NAME:**

Name: (AACR2 format, please) (110):

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Common Variations of the name or alternate names for the library/institution (710)

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2. **CODES**

**TYPE OF LIBRARY (+656)**

Check only one type. If there are separate schools with their own libraries, please Check “X” for consortium and complete a separate listing for each, e.g. — Main Library, Law Library, Medical Library.

	A	Armed Forces
	C	College/University
	G	Government
	J	Junior/Community College
	L	Law
	O	Other:

	M	Medical
	P	Public
	R	Religious
	S	Special
	X	Consortium/Mixed Group Consortium name:

**COUNTRY:** Three-letter cataloging code for state/country

\_\_\_\_\_ (If you don't know the code, write in the state, province or country)

3. **PRIMARY ADDRESS AND CONTACT PERSON (270)**

Institution Mailing Address:

	(1a)
	(1a)
City:	(1b)
State/Province:	(1c)
Country:	(1d)
ZIP/Postal Code:	(1e)
Telephone:	(1k)
FAX Number:	(1l)
Contact Person:	(1p)
Title of Contact:	(1q)
Email for Contact:	(1m)

4. **DESCRIPTION**

Please enter a brief description of your institution. Indications of type, size, and special characteristics would be helpful to Directory users. (500)

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5. **HISTORY**

Please enter the date you began using Innovative and the name of your previous automated/integrated system (if any). (545)

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6. **CONTACT PEOPLE**

Please attach an additional sheet listing contact people for functional areas. An example is given below and a list of functional areas generally of interest. You may add others if you wish. (700)

Give the following information about each person:

- Functional Area
- Name (Last, First)
- Title
- Telephone (if different from institution)
- Fax (if different from institution)
- Email address or addresses

Examples:

Cataloging: Smith, Jane; Head of Cataloging, (555) 555-2345, [jsmith@lib.college.edu](mailto:jsmith@lib.college.edu)

Functional areas: Systems Management, cataloging, circulation, reference, acquisitions, serials, administration

7. **EQUIPMENT:** Enter the type of cpu used in your system and if you have more than one machine put the total in ( ).

TYPE	BRAND/MODEL
(a)	(b)
Computer	

8. **MODULES & DATE INSTALLED**

Please note with an "m" next to the module if you are using the Millennium version. (505)

OPAC	Acquisitions
Cataloging	Approval Interface
Circulation	Serials Invoice Interface
Reserve Room	Electronic Ordering
Electronic Reserves	Interlibrary Loan
Booking	Serials
Electronic Mail	Export from OPAC
Gateway	Electronic Claims
File Transfer Software (FTS)	Partners Software
Inventory Control	Z39.50
INNView	Separate Accounting Units
WEBPAC	Other:
INNReach	Other:

9. **ADDITIONAL DATABASES**

Please enter any additional database(s) you have loaded or are about to load using Innovative software. Also, list the databases you have contracted for via INNView. (505)

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10. **CATALOG ACCESS**

Please describe how your OPAC can be accessed using internet, dial-in, or other means. Give telnet address, phone numbers, login, etc., as needed. (502)

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11. **AFFILIATIONS**

Please enter the names of any organizations or vendors you work with that DIRECTLY affect your use of the Innovative Interfaces System. (710)

Your bibliographic utility: (OCLC, RLIN, etc.)	
Your consortium name if you share an III System:	
Your major serials agent if you use III Serials:	
Your approval vendor if you use III Approval Software:	
Other III user groups you belong to:	
Other:	

12. **OTHER INFORMATION**

Please add any other information about your installation or institution that would be helpful to other users. (500)

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