

[Please stand by for real-time captions] You have to understand at that time there was something electronic in the field or any of the arenas we were working in. It was very tricky. You would have to take a booklet with the item numbers and go over to another booklet which would allow you to decide which what with it. This is just for deselecting and managing your profile. In any event all the signals set up to run against each other and again incredible information in just a few seconds. We added the shipping list when they became available the PO did not have all of this information and data ready at one time. We were able to add shipping list and we had the union must. So people could say I only want to see on any giving shipping list what we select here. I want to get rid of a complete shipping list and see what I should have received here. That was a boon and from that it was possible to craft a shelf life because then you could see what had actually shipped. If you are saying it's an annual publication and we did not get 2008. Did they fail to ship it? Is our profile screwed up or what. You can look. If it's not there you knew the GPO simply did not ship it. Who knows why but the justification is you know there is a reason why you did not receive it. Okay, you get the gist of it.

Workload efficiency. I saw five people spending much time on busywork and pretty bright people that did not have to do that and I wanted to make decision-making easier in the story is a lot more effective for our administration because most people and docs understand they are not the favorite highlight in the library, necessarily unless we have a director that used to be in government documents. You have to have a story and you have to say we have space issues and here is how I decided to do some downsizing work or say here are some options . People around the table can make decisions about which way they want to jump. So after that we added the export to Excel feature allows people to keep their queries so they did not have to replicate them all the time or they could export. I will mention at this point that I'm not so much of a genius that I did all this work. I had a wonderful programmer who agreed to work on this project. It was at the University but not in the library. He worked for the national Institute of aviation research at Wichita State and then the commuting center and that's John Ellis. Anytime there is a problem it will only be fixed if John Ellis is touching his coating or his program all these years since 1998 when we announce the partnership with the government printing office or the FDOT, as it were. Everything that has been added that has been tweaked to perform better or was a strange problem. All of it has been handled and managed by John Ellis. I want to thank him publicly. I don't know how many people this patient with government information and I think I am done with an introduction. I want people to understand why it came into being. We went from document status minor two two minor three and is because the tools, 1998 until now we are talking about going on 25 years. The tools that were used to create DDM two no longer supported by the vendors. When the code breaks or something goes wrong it's more and more difficult or tedious for John to have to fix things. We had something at the library where we thought it might be wise to invest in current tools and redesign and so forth. DDM three has been a project ever since then. When that team left, John and I both retired, so to speak. We are both working but we are retired. We did not move so much further with DDM three we visited with Ashley Dale and and she had admired the efficiency of DDM three so we decided to move ahead with it. A lot of people take a look at it and see what they like. What could be perhaps enhanced . That's where we are today. I know Ashley will address

both of the features of DDM two and three. And Ashley thank you for letting me introduce myself.

No problem. Thank you Nan and John. Thank you both for joining us. Again, I am Ashley Don and I am an outreach library at GPO. This is a tool the University created and they have continued to provide updates to it. I will talk with you all about when I used to work in the repository library some of the things I find myself approaching new coordinators or library staff when a deal with libraries across the country. I very much miss traveling and doing on-site training. We miss those days. We will make do here and give you a virtual demo of a tool which I think you are use to documents data document to I think you will have new features and you have not heard about data minor two or three, not to worry. When you see the demo you have something to manage operations. Either way it's going to be a good tool! Let me start sharing my screen here.

I am not going to enable the checkbox. The checkbox has disappeared. You can go to the blue bar at the top and enabled the checkbox and I will have Jamie interrupt me if someone has a question they want to ask otherwise and won't see the chat as it is coming through.

We will do. The queue.

I would encourage you all to not go out to see it now. The website has not been stress tested. The fear is if I give you a URL and everyone tries to register and do everything the fear is this demo will not work because it could go down with a higher volume of people on. If you could all not go there now it would be awesome. I'm the person who creates the Webinar archives. I was sitting there thinking I have to find a way to get you a handout so you are not frantically writing notes. I created the archive for this Webinar even though it hasn't actually wrapped up yet. In the archives there is a link to its tutorial and it's got an overview of the different modules and how you might use it and it goes into a little bit of Excel work that we go over toward the end of this Webinar. I didn't want you to have to take notes rapidly while that was going on. The URL and Jamie will push it out to the checkbox. It's pretty cool and it's a really long URL. If you have enabled your checkbox you will be able to see it. Okay. Again, caution, do not go to the website during the demo. The difference between documents data minor two and three. You have to log into this tool. I will login very quickly. The e-mail address and then the password is one of those passwords that requires a capital letter and a special character and a number in it. I would recommend not saving the password. If you are like me you are accessing this tool throughout multiple places and you don't have to worry about the password. Do your best to remember that password. One thing to keep in mind here on the home page, you will notice there is a shipping list and files that come from GPO. If you are in a module something does not look right like the depository area, be sure to update records first because when the records are refreshed it will naturally take care of itself. The University does not make changes to the data here. Really quickly with got information, you need to contact them. If you had feedback about the tool feel free to click on the contact information and be sure to send an e-mail. This is just a menu that is a shortcut to these items here and then there is the tool. Shipping list has what you think it has. Individual shipping lists going back to roughly 1987 when GPO started

making them available. The shelf list is essentially the same thing as the shipping list data, except it is taken out of the silos of the shipping list so you can look at things differently. It's everything that's available for selection. The depository link here takes you to information about actual depository libraries. Mark records is where you can search for and view catalog records. The date varies and they are solid with records . I believe from 199074 but they predate that into the early 1990s. I believe there were some mapping records in there as well. And then the catalog where you can search for and view catalog records. Let me go into the demo and double-click on the shipping list. The shipping list module is a form you can fill out and fill out as much or as little as you want. The %-percent-sign is the wildcard character for most of these fields. You can filter shipping list by shipping list number if you want to manually type it in. If I want to put 2020 0 0 one P click submit. It tells me there is one record there and here is the entire shipping list. I can exported to Excel. Right now the download PDF is not working. I think GPO changed where our files are stored. We had some issues with our website a while back, you might have noticed. We have made changes to how things are downloaded. A quick reset and I go back and you can filter by the type of shipping list there is if you are only interested in a paper shipping list. You have several options for filtering by date and you can look at the last 15 days, the last 45 days. Of course this is a bummer of a time to demo a tool. We have not been shipping material out to you all because you all are shut down for the most part. These modules won't look too good right now. You can go into the last fiscal year or calendar year and click on the fiscal year and it gives me an extra box. So here are all of the shipping lists from 2019. If I export to Excel or CSV, I will get what I see on the screen. It is just going to be a list that everything I see here. If I want to see what is inside I have to click on the details. Making sure I have covered everything. Another thing that is pretty cool is it is a rare site where you can click the back button and I'm clicking on the back button here in my browser and it will retain the data that was there. The biggest thing you will use this resource for is the fact that you can filter by your library number. When I was trying to figure out how to demo this site best I was trying to find a library that selected an average amount of material. I played around with library numbers that kind of got me what I wanted. For whatever reason this is the number. By plugging in the depository number right here, suddenly it has filter the shipping list based only on the content that this library selected to receive content on. So there are much fewer shipping list available in here. And when I click on details there is only eight items off this shipping list, as opposed to 15 items on the shipping list in its original form. So the take away from that is, when you are in the shipping list module, when you plug your depository number in, you can get a list of material that you are profile to receive by shipping list and you don't have to review all the paper shipping lists. We are at a point now where a lot of libraries have narrowed down tangible selections. So they will get an envelope of like 20 or 30 shipping lists, they have to go through 20 or 30 shipping list and figure out that I profile for anything? No. Next list. And you have to go through the whole pile of paper to try to figure out did I get everything I should've gotten. This system allows you to see everything that was shipped out within a particular timeframe. It allows you to filter to your selection profile. There are a couple of caveats. One is keep your eye on when the files were last updated. Again this is a little wishy-washy because things have been in a people right now. It also only knows your profile. If you make a change to your system profile, and that update is reflected in you go in and you look at an older shipping list, data minus three will know you made that change. If you add in an item

number to your selection profile it will make you seem like you receive something years ago when you just recently added the number. Or the reverse could happen. If you just dropped an item number it doesn't know you selected two or three years ago. You have to take it with a grain of salt. It's a huge relief for a lot of people when they don't have to go through an envelope of 20 or 30 shipping list to figure out the profile. Click on the home tab. I should remind you. If you select 0 tangible format numbers let your COS no. If you select 0 meaning you don't select anything, we can stop your shipping list. You have to let us know.

The other thing to remember is the timing of it. You can go in periodically and scoured the shipping lists for contents you should have received . Remember you only have 60 days from the date on the shipping list to make a claim. If you go into the system and say wait a minute it says I should have received this congressional hearing and I'm looking at it and I don't have it, you only have 60 days from the date on the shipping list. Don't wait 60 days to go in and do this. You should do this on a regular or routine basis. Let's look at the shelf list module. Again, the shelf list module is shipping list information but without the silo of the shipping list itself. It gives us a little bit more freedom here. You do have the ability, again, to look at things that were shipped out all the way back to 1987 based on your current selection profile if you plug in your library number here or leave it blank. You can filter by shipping list ID. You can look at things like item order or stem or title words and things like that. You can filter by the type of shipping list it would have been shipped out on and you can look at start and end dates. This feature here way we find ourselves using it the most is we might actually plug in something like this. We plug in the suit knocks them and we have a percent level which is the wildcard and you click submit. What this does is it returns the results of every time the stem was found, going back to 1987 and you can quickly export to Excel. We will wait for it. Enough here . It keeps opening up on the other monitor. Just one second. If you are processing a box and you see I have volume 85 number 47, 48, 49 and I skip over to volume 45 or issue 45 and what is going on, you can actually sort, for example by the ship date which is coming from, I have a box in my corner that's blocking my sword. You can sort by the ship date and more of us get things in order. [Captioners Transitioning]

I would process the document and I would say, this is not right. I did this before. There was no call number. Maybe you had, an item number on the shipping list. I can put that out of the system and export to Excel but you can sort by clicking on the column header.

And then you are looking at going, okay, you changed from a decimal system from the cutter system, you get a better sense of the history. This brings back painful memories because I remember that process.

One of the advantages of using this module, you can use that to figure out what the heavy hitting ship out item numbers are, I will go over that later. We will poll the data like that at the distribution data.

I will give you another tip, you can get a head start on the waiting list, if you say here is the Meyer -- here's the library number, show me everything, that is on the waiting list potentially. There will be errors based on how you change the selection profile, but it is a good start.

Click on the home tab. The list of classes, if you're an experience coordinator you know that is where you go, it is a GPO publication and you go to see what is available for the deposit and there is material you can select. The advantage is you can look at the entire list of classes by clicking submit, everything is displayed.

This column is a beautiful column, it allows you to sort in proper order, most tools are unable to sort that way. This is a great column. It makes it easier to process materials into Envision when they are clustered.

Some of the things to point out, the union list, this is what they were talking about earlier, click on union, here is where I can see -- I did a search earlier, it remember that. Here are the nearby libraries that profile for the item number. It is profiling right now by the distance of 500 miles.

I can change that to say, surely the Northeast region, this is what I am using is located in Maryland. We are locating in South Atlantic. I can select the region here and it picks the region.

Here are the South Atlantic libraries that profile for the number, and filter by the state. If I want to see who in the state of Maryland, you can profile the number.

It is obvious to see how this is another pages think if you try to figure out who's profile. As a GPO person, wanting to caution is not to say, six libraries selected, but we have found, some states, one library will be selected and another item number, another nearby library select that and you say they did not select.

It is a domino effect, everybody is relying when everyone else to profile so they are not selecting and becomes a cage of hot potatoes. A little bit of communication to make sure somebody in the state select material is a good idea.

I covered the union. The ship will tell me the number of shipping lists that the number I'm sorry the title was shipped out. It tells me there were 11 shipping lists. It even though is an electronic item, it used to be print and was shipped out 11 times in the past. Now it is an electronic format.

The last time we shipped out according to the last date was in 2002.

Let me go back one more time and talk about active status. Was people will be coming to the list of classes to figure what is available. It gives you inactive items so there may be a time where you want to know what are things that used to be available in the past, you can look there. Another feature is the not shipped for four years, we have libraries where they may have 6000 items on the profile and that freaks out the administration and it shouldn't because

maybe out of those 6000 numbers, maybe only one third are for tangible formats. And of those, maybe 30, 40 were used within the last five years.

Your profiling for a lot but you're not actually getting content under all of that material. If you want to figure out where is the material that has not been shipped out in the last four years, that was on the library profile. These are those things. Some of these things, this is a paper item and has not been shipped as far as [Indiscernible] remembers it has not been shipped.

Ways GPO keeping this item number active? We are actively reviewing this with the classes and we've gone through and targeted projects to reduce the volume, there's a lot of numbers have been inactivated because we have not use them.

That happened a couple years ago, it's a constant struggle to stay on top of this. Remember the federal government is starting -- we do not go to the federal government agencies and say, we want you to ship out six different reports in this topic in the next 12 months. When the government is ready to produce material, they let us know and we make that available based on these things.

Some of the stuff may not have been issued in a while but it's not hurting anything to keep that on the selection profile. If something comes up, we decide to ship, yes we will ship because you selected that. When I consider converting that .

Is there a way to search or limit the formats?

To my knowledge, no, no distinction in the classes filed that identify exclusive numbers . Every once in a while you may see that question like is there a list of item numbers, I have not seen that question in a while but it might be worth getting out there again to say this and have a list of other numbers to profile.

It is not available in the list of classes module, some of then you can figure out they are maps and you can search.

I may have to play around with this for a bit but if map is in the title it should pull up.

The other thing that we do with a list of classes module is people need to see what profile is and what they are not profile for so if upon my number here and click submit, it will generate the list of classes for the items.

What if you need to see what you do and what you do not profile together? We will come back to that. I will walk you through how to do that.

We will click on the home button. Click on depository. This information is depository information search for institutions, city, state, the type, academic libraries, public library, you can plug-in the number. You can see for the current list to profile is for 50.5% of the material.

Click on details, you can see they pull down the direct data, every once in a while we will have a question saying my phone number or email address is out of date, can you update. This is where they say you need to update information on the depository directory.

They do not make the change here, they pull down GPO files for that. Another fun feature is the latitude and longitude. Another module -- we will go back to the homepage. Mark records. This is the module that I got excited about.

This is where you can get catalog records, you can do searches for records and pull up results you can also download them. If you are logged on early to the webinar Mehta picked up the back-and-forth conversation I had, as we've been pulling the presentation together we went back and forth and we found errors. There was data that was missing in this module. And John, he figured out what the problem was.

This module is about to get more beefed up. We found out what was going on. Let me show you what you can do.

Once you do a search when you click this it will get you all the Mark records that match whatever framers you specify. It will get you tangible format records, digital records, everything it matches. Sometimes, this is a sophisticated system. The wildcard character works for these fields, if you see the info field, click, that means there enhanced search feature.

If I want to look for swine flu, click on GitMark, you can see I have swine flu, SARS, stuff like that. In the face there are two URLs, click on the details and you can see the market record, download individual market record you can see it as a file most Kellogg's can take that and into the system and you are good to go.

You can also download all. When you download all you have 62 catalog records.

You can also if you're in the libraries we have multiple subject selectors, you can export that to Excel. This will pop up once it finishes.

Here is what it looks like. This is the Excel version and how I can see people diving into this, there are so many URLs I'm sorry, fields.

People decide what they want in the subject selector, maybe they decide on these records and these. The list get circulated around, it comes back to you and you delete those, nobody wants them. And what remains on the list is something you want to work with.

It is a way of sharing the data, the resources whether they are new or old, to figure out if there's something you want to have catalog.

Let me reset. If I did the same search, and I said GitMark URLs, this is only going to return results were there URLs. It will not get you a tangible format record that doesn't have a Perl or a URL.

In this interface you can click on the link, you can see if this the resource you want. You can export that to Excel and the difference in the output is -- I apologize. I thought it would print with the URL in it. That was an error on my part.

It was because I had the file open but it should print out with the pearls, you should click on the Pearl and review to decide if you want that to be catalogued. How can you use this site?

It is quite interesting because we've been talking about the people selecting tangible formats and scaling back the pre-collection because the collections have naturally aged over the years because it's not refreshed with new formats. As you weed out the tangible material, they have to build digital collections and in some cases you have the new topic or the new course offered so there's a new subject interest. Say COVID-19. You want to retroactively build collections that are digital. What you can do is you can type my home state. You can say get me Mark records related to Mike home state of Nebraska.

You can export that to Excel and many of these records have digital codes. It is a good way of identifying content that is the digital format that you can at any point retroactively catalog and you get the file all in one case and use whatever tool you use to manage the records.

You can will not the ones you do not want and keep what you do want.

We are in any, the ID field is here. You could say, showing all the catalog records that match the profile. You can do that for the last 45 days. You have to be careful to understand when the file got updated. It is a bummer right now, we have not been cranking out a lot of print material but we have been cataloguing digital material. It will give you a subset of records that are for your profile and I don't know if I'll get anything right now.

Let me do a longer timeframe. Calendar year, you have to go back and specify. Right now, 1341 records that match the selection profile. We have been talking and we know there are records missing and John is aware of what is going on so hopefully that will be fixed.

This is great for people to be able to quickly go to the records. I'm looking at my notes. One other thing, only put out the advertising, do not forget that it's not just for catalog, it's easier to demo this in the catalog tool. This is similar to the genic tool, it is more readable.

I will search for Nebraska. You can export these. This is not just for catalog purposes, we have a lot of people and the name method of making a digital content available is to put material out over social media. Or to put that on a guide.

You can use these filters to identify suitable documents and find out what the URL is and repurpose information in whatever platform you want. Facebook, twitter, subject guides, these are good ways for content. I briefly went over the catalog it is similar to what you get with the training area. You can search this and catalog records.

I have covered what is available in documents Data Miner 3 there are differences that I should cover. Three things I have identified In number two, when you were in -- looking at the selection profile, you had the ability to look for material that you did not select. You can run a query that says show me everything I select, you can say everything I don't select and match. That feature is not available in the list of classes. That is where you now look for the selection profile. There is no way to say what is not selected. It is inactive.

The other thing that is different, number two has access to an Excel version of the list. If you're working through the tangible collections and try to weed out the superseded list, the electronic Excel version is in data minor two.

The other main difference between number two and Data Miner 3 is if you work with number two data you knew that -- let me pull up an example. You can see how 147 is broken out into two different rows. There is one number for the format and the second for the electronic format. In some cases, you will have -- if you selected both items look out two item numbers.

That was not a good example. There are item numbers that are reported differently. In data minor two there is one row for this item number. It will be broken out on one line for the paper and the other for a second line for the format. It would list the number twice for both titles. In Data Miner 3 they have knowledge that is one blended format number. You will notice a difference between the selection counts.

That is what is going on, it went from two Rose to one row. There are different item numbers and will still report this on two different lines. Those are the things that are different that I picked up on. One other thing, address when I go to libraries, I want to do some more in-depth demos. We have a lot of people want to see if the list of classes, they want to see an indicator to say the library is profiled or doesn't.

There's an easy way of doing that.

Is an GPO getting ready blended items?

That's one of those many list of classes that we have done. We have whittled that down it used to be over 1000 numbers that were blended, now we have 300. When the agency will commit to issuing 100% of that title in a paper and title in electronic format, we will split the item number out the agency will not commit to publishing the same title in multiple formats, we cannot split that out because we have to assume you are interested in the title and you need information whether it is in one format or the other. We cannot gamble with your collection

like that. If they commit to splitting that we will but we cannot risk having holes in the collection.

I was going to show you the list of classes and to flag whether or not the library is selected. We are in the list of classes.

I will export that to Excel. I will pull that up. I have so many tabs open, I'm going to label this list of classes. The next thing I will do, click reset and I'm going to filter to a library that is Health and Human Services and click submit.

I will export that Excel. And it is pulling up this is a list of everything in the library here is the depository library number. These are the item numbers that they are profile for. I will highlight the column, control C. I'm going to pull up -- here is the list of classes.

This is the list of classes. I have to recopy that. I control V -- it tastes the item number and I will rename this. I'm going to highlight that so I can keep track of the numbers. I will go up to the data tab I will remove the duplicates. The item number can be was the multiple times if there are multiple stems associated. Is 1600 unique numbers. The next thing I will do, do not be typing notes, this is in the tutorial. Take equal and say this and it says in the prompt, below the cursor, it says the range. I need to click into the range and control down. You can say go down to 609.

It says this, and identifies the range. Now that I have typed in the,, criteria is involved. I identified my range, the criteria is I'm looking for the item number. I'm telling this formula, only to look for this item number anywhere in the blue range.

Right now and is looking for a number 0006 G and will look for this number in the cell below. I want to search the whole range top to bottom. I can make this -- it will now search for this night number and the entire range click enter. It says the library does not select this number. When I click on the cell and I go over the record, double-click. It has drawn the formula down the entire list of classes.

I will control C , there's the formula in the cell, there are a lot of formulas and I do not want that. Control C to copy and paste that. I would just paste that as a value.

When I click in the cell, it is just a number zero. There is no formatting. I will type in a header and select.

Zeros and one do not make a lot of sense. I do a find and replace. Look for zeros and replace that with no. When you look for the one, change that to this. That makes more sense to me. Highlight the cell. Anything that is equal to no, fill that up with red color. That means stop. Anything equal to yes, will be in green and that means go.

I will hide this. I no longer need that. Look what else happens. When you snuggle up the formats, in the tutorial handout that you have, I walk you through how to sort by the formats and colorcode the list of classes so it is easy to understand. Material maybe paper and whether or not -- I will really quickly [Indiscernible]

I forgot to do one step that is critical to my macro. I have to colorcode based on column H. I do this enough times, so many people ask for this information. Now I will freeze the top row. I will sort by this number and show you some things you can do with this.

That puts this improper order, let me scroll down to this. This is where I see the most value. Here's another example of something that we notice recently. GPO had an error in the file that we put out recently. We corrected the file but John still has the old information available. This should be going away but for now, what is going on here -- I should specify.

You can see the same title, same item number, that was GPO's error and I will remove the duplicates except for column F. When I scroll back up, I will hide these again. This is what I want to show you. Here we have a particular congressional committee that has hearings, three different item numbers, the paper format, microfiche and EL for that. They do not select paper, but they select the others.

You can see this go back and forth or maybe they select the paper and it is helpful to understand what formats your profile for. I colorcode microfiche as gray, with paper I think of that as the brittle and yellow so that is in yellow. The EL, I think of the globe which has a lot of blue water.

This is an easy way to understand what your profile for. It is a way to understand if you're trying to eliminate microfiche selections and try to figure out if there electronic equivalents, you can identify if there is an electronic format available. Stewart by this number and a single cluster together logically. That was one of the things I wanted to demonstrate.

Another thing is understanding what is been shipped out. We had a lot of people who look at the selection profile, we tell them to worry about what the profile is worry about the things that are heavily shipped. If you lost your staff you can no longer process the boxes, you need to pair out heavy hitting numbers, you do not need to be dealing or sweating bullets over item numbers that have not been shipped out for years. Worry about the things that are being shipped.

How do you figure that out? You will go to this list. The shelf list is everything that has been shipped since 1997. Work with the fiscal year at a time, some people like to work with three or four calendar years at a time. For the sake of simplicity I will pick one fiscal year. Go back and fill out which year. I will do 2019.

I will put in the library number. Click submit. Export that to Excel, this is what the library should have received per the current selection profile. I will copy the number column. Click on the new

spreadsheet tab and paste the column. I will go to the customs sort, don't forget to check the my data has headers. It will sort the number. It says do you want to sort 1008 next to 1008 /C. Keep that at the default sort numbers.

It puts this in proper order. The next thing, click on the data and you will say, subtotal. At each change in the field, count. Sometimes it will default to some but you want to count.

And the you can click okay. It has counted each time the number was issued. If you click on one it will expand and collapse everything. Click on two it will get you the summary level information, click on three and that will get you everything. This was counted 409 times last year. Hit control C. Open up the tab and paste, Excel remember everything else going on behind the scenes. I do not want to paste that. I want to paste the role data. Open the text tab, paste the same data. Copy. Paste it to a fresh spreadsheet. There is no extra things going on behind the scenes.

Go up to insert. Insert the pie chart. It doesn't look like much but select the column that has the total, sort the largest to the smallest. This is the I Popper that surprised a lot of people I'm going to the design tab and changing the format a little bit.

This is what happens when I do this for the library, 75% of the actual distribution of this library is coming from six item numbers. If you had to save shelf space or if you have to eliminate processing time, these are the numbers to focus on to figure out if there's an electronic equivalent we can use. If not, what else can we eliminate. Every once in a while I will get a library where it is minuscule pie slices like this because they have eliminated the heavy hitting item numbers.

It is up to you. It is a heads up, the pie chart highlights what people need to see and were the actual workload is coming from.

That is something we have to do at GPO, help people understand how you can eliminate the large boxes. We minimize this.

Let's go into the list of classes module. Plug in the library number. I'm looking at what the library profile is. I could've used one of the other open reports. We asked to help libraries identify what format they are profile for. They no longer want to receive microfiche or any CD-ROM. You can look at this in this list but another way of visualizing this, is to sort. Sort by the format. You can see the CDs, DVDs, and we cannot identify. The EL is digital material. You can do the same thing here, you can select the column and say data, subtotal, each change in format I want you to count it.

You can see 999 item numbers or titles are in the EL format. They still select 64 microfiche titles, that is the mixed format. A lot of unknown format, things like that. You can copy this into text pad or work had a paste that into a spreadsheet. You can see the profile but it doesn't

connect with what you are receiving. If you want to look at how many formats you have received, go over to the shelf list module to figure out what is shipped.

I have been talking for a long time. I will stop sharing my desktop. Any questions?

A couple came in. How often is the M3 refresh? Everything is up in the air right now. John Ellis is on the line so maybe he can jump in. Usually on the 15th of the month after they publish the data.

Sometimes the first of the 15th. I tried to do that on the 15th.

GPO has been up in the air. We have not been shipping a material. We are packing your boxes and creating the list, catalyzing as they come in we have not been shipping them out.

People are packing boxes at their home.

The material coming from GPO is going out to the distribution center and they compile the boxes. They are doing that on certain days and there are fewer people there and they are social distancing.

The list does not follow any format for publishing. You send them to me and I publish them the same day usually. If I was getting groups of shipping lists, six times a month, they would be published almost immediately. It is the list of classes and the union list that I do on the 15th and the depositories. The shipping lists are as they come in.

It is important that you understand the underlying data for DM3 is the exact same data so when John refreshes it is refreshing both of these utilities at the same time.

Yes. The same database. The distinction between DM2 and DM3 have to do with the design for the array of the data and the tools used to create the tools.

The data is the same. The person that mentioned the maps, I know they are out there. There is not a module for maps so I will look at that. I know they are out there. They do not show.

They are records from the Department of the Interior as I remember. We had a huge selection of maps at Wichita State.

Someone asked if we want to put the superseded list on DM3, yes, that will happen.

That has not changed in years. People may still want to see it. There's no reason it cannot be on DM3.

I can put that back out there.

We have questions about DM3 and it is live and the status of DM2, will it be going away .

Yes it will be going away. Not until we have the new one out. It will be in the next six months that DM2 will go away. We anticipate the University's title money and it will be looking for things to get rid of.

Will the special tools that were in DM2 be in 13 X?

Those that are activated? You can see in activated item numbers in the module. You can select inactive. We do not delete anything. We mark things as inactive. Because of that we can go back and show you a profile of four years ago 10 years ago.

If you add and delete, we might lose track of that. If you had something and deleted it, we can still see that back in the history.

When you say fiscal year do you mean the GPO fiscal year?

Yes. October through the end of September.

We are aware of the little areas in DM3 and the more clarification and we need a better tutorial. It is fine-tuning areas that we want to work on before DM2 goes away. In addition, I cannot remember what I was going to say.

In the shop module, what is the source of the ship ID and data?

The ship ID and date of the data, the shipping date is the date on the shipping list to scrape off the list itself. You have 60 days to make a claim based on the shipping date.

The ship ID is an alternate filename. One is the filename was an abbreviated version so and it can be the reverse.

Is an abbreviation of the shipping list number.

Enhancement using DM3 to submit claims to GPO?

I have not heard of that one.

Using the last example for the format sorting can this be used to fine print maps?

I don't know I have to search that. That was pulled from the list of classes there is no map format. It is in the shipping list.

Doesn't the map come in doc files? They were different.

Yes. You still see maps in the shelf list. You are right. USGS maps should be list has Microsoft Word format and I'm not -- pulling them in.

I'm sitting at home a lot I will check into that.

What about the new item numbers added to the list of classes for selection purposes?

If there's a new number, it is listed.

There are problems. There are numbers in the list of classes that do not show up in the union list. And vice versa. There are some discrepancies and we print off a list each month. There are some discrepancies.

From GPO's perspective, the same problem exists in our own files. It's a matter of the timing. If you're looking at the selection, we are deleting item numbers all the time. It's getting up to the profile or whatever, sometimes the selection profile -- nobody maybe selecting that it can show up in one file.

It's a matter of the timing.

It usually runs about 20 items, something like that.

Because of this new page, will records no longer be linked on the shipping list?

There's never been a connection. The list is just the shipping list it has no connection at all to the catalog records. Well it does, actually.

[Event has exceeded scheduled time. Captioner must proceed to captioner's next scheduled event. Disconnecting at 3:31 ET]

[Event Concluded]