

Bowker®

Books In Print®

GLOBAL EDITION

管理者手冊



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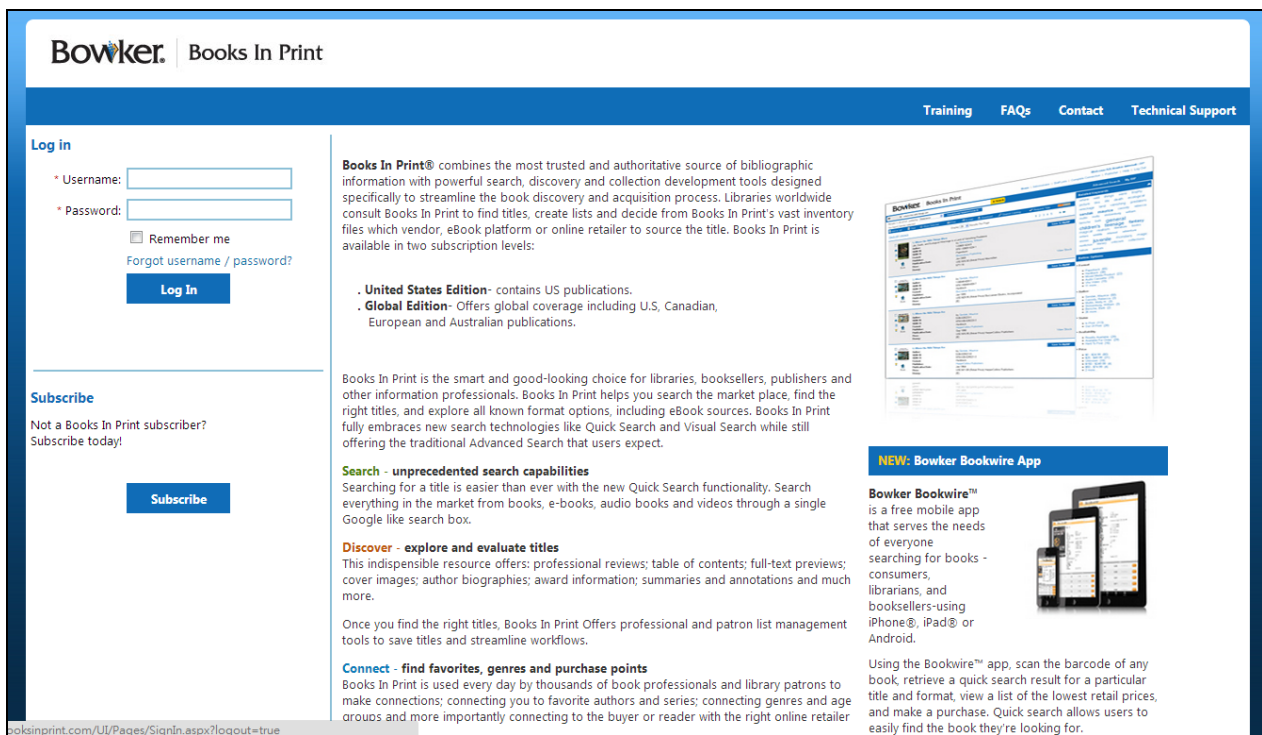
電話：(02)2571-3369 傳真：(02)2571-3119

網址

Books in Print® – Global Edition 的網址為: www.booksinprint.com

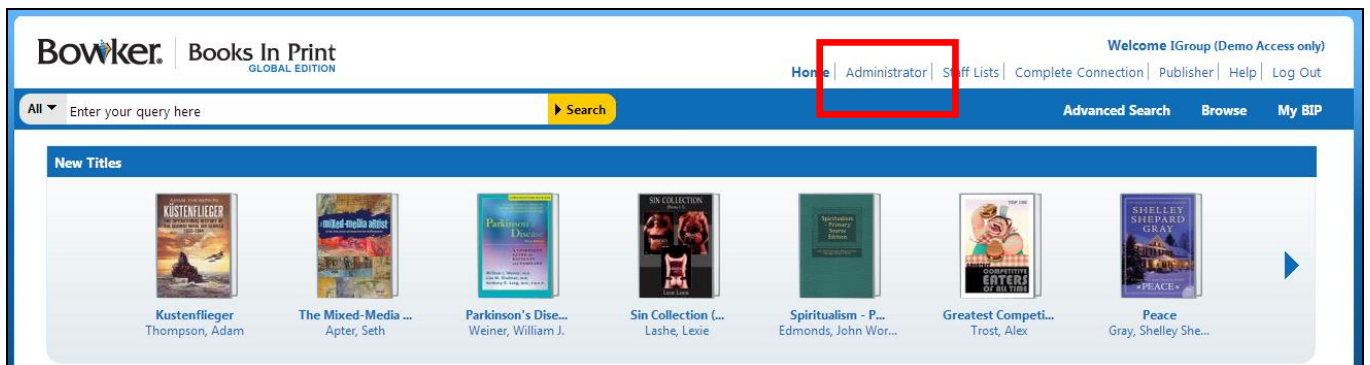
管理者首頁簡介

進入 GBIP 首頁頁面（圖一）之後，輸入帳號和密碼，點選 **Log In**，即可見到圖二。



圖一

點選頁面上方的 **Administrator** 之後可進入管理者的網頁，如圖三。



圖二



Bowker Books In Print GLOBAL EDITION Welcome IGroup (Demo Access only)
Home | Administrator | Staff Lists | Complete Connection | Publisher | Help | Log Out

All ▾ Enter your query here ▶ Search **Advanced Search** Browse My BIP

Administrator: IGroup (Demo Access only)

Fields marked with * are mandatory.

Billing Address: *
*
*
*
Singapore

Customer Type: SINGLE

Product: Global Books In Print with Reviews

Subscription Start Date: May 29, 2008

Subscription Expire Date: Dec 31, 2013

User(s): Unlimited

License Administrator: Brian Wu

E-mail: brian@igroupnet.com

Admin Phone: *

Admin Username: [input]

*** Admin Password:** [input]

Z3950 User Name: [input]

Z3950 Password: [input]

Bookwire App UserName: [input]

Bookwire App Password: [input]

CDN Performance: Enabled ▾

Click [to access Monthly Usage Statistic Reports](#)

Click [to set up Default Advanced Search Criteria](#)

Market Filter: USA
 Canada
 United Kingdom
 Australia
 New Zealand
 Spain
 South Africa

For Libraries:

Patron Request E-mail: [input]

Related Keywords Settings: Disabled ▾

Click [to manage your institution codes](#)

Click [to create or modify your Z39.50 Catalog Profile for Hooks to Holdings \(Search My Library's Catalog\)](#)

- OR -

Click [to create or modify your Predictable URL Profile for Hooks to Holdings \(Search My Library's Catalog\)](#)

This link will also be used for Library Catalog Linking in Fiction Connection

NOTE - you may use either Z39.50 linking **OR** Predictable URL linking, but not both.
If both profiles are completed, Predictable URL linking will be used when the user clicks **Search My Library's Catalog**.

Access:

* Name	* ID	* Password	Phone	E-mail	Action
Brian Wu	igroup	9419214129	* [input]	brian@igroupnet.com	
[input]	[input]	[input]	[input]	[input]	<input type="checkbox"/> Add
[input]	[input]	[input]	[input]	[input]	<input type="checkbox"/> Add
[input]	[input]	[input]	[input]	[input]	<input type="checkbox"/> Add

Save

圖三

① 每月使用統計報告

點選 **to access Monthly Usage Statistic Reports**，進入後再選擇欲查看之月份連結，可查看該月份之使用統計。



All ▾ Enter your query here ▶ Search Advanced Search Browse My BIP

Back to Administrator

Usage Statistics Report: IGroup (Demo Access only)

200805	200808	200811	200812				
200909							
201003							
201105	201108	201111					
201208	201210	201211	201212				
201302	201304	201305	201307	201308	201309	201310	201311

Hide Report Dates

Usage Statistics Report Detailed

www.booksinprint.com
Reporting Period: Nov - 2013
Account Name: **IGroup (Demo Access only)**

登入次數及其百分比

LOGINS

User/Location	Logins	% Logins	Turn-aways	% Turn-aways
Brian Wu	2	100%	0	0%
TOTAL	2	100%	0	0%

Daily activity logins

User/Location	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Brian Wu (GBIP)	0	0	2	0	0	0	0
TOTAL	0	0	2	0	0	0	0

每日登入次數

SEARCHES

User/Location	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Brian Wu	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0

每日檢索次數

DETAILED VIEWS

User/Location	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Brian Wu	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0

細部瀏覽次數

HOURLY ACTIVITY

Number of Searches by Hour of the Day

User/Location	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00
Brian Wu	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

*** Time is in Greenwich Mean Time ***

各小時查詢次數
 *表上所列時間為格林威治時間加上 8 小時為台灣時間

Save Report in CSV

點選 **Save Report in CSV** 可下載該月份的使用統計，可利用 Excel 檔案開啟此 csv 檔

② 進階檢索設定

點選 **to set up Default Advanced Search Criteria**，可以設定在 Advanced Search 中欲呈現的檢索欄位。



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Welcome IGroup (Demo Access only)
Home | Administrator | Staff Lists | Complete Connection | Publisher | Help | Log Out

Advanced Search

Search All
 AND Keyword in Title
 AND Keyword in Subject

Add a row | Remove a row

Sort Results By:

Type

Select All

Fiction

Non Fiction

Status

Select All

In Print

Out Of Print

Forthcoming

Market

Market-All

Select Any

United States

United Kingdom

Canada

Audience

Select All

Trade

Young Adult Audience

Elementary/High School

Juvenile Audience

Format

Audio - All

Book - All

Video - All

Audio Formats

Audio tape

Country of Publication

United States

United Kingdom

Canada

Australia

New Zealand

Language

English

Spanish

German

Italian

French

Award

Award-All

Select Any

ABC Children's Bookselle...

ACT Book of the Year Awa...

AIM Children's Book Awar...

Reviewed By

Reviewed By-All

Select Any

API Reviews

BIOSIS

Booklist

Media Mention

Media Mention-All

Select Any

BBC Open Book

BBC Radio 4 Book Club

Business Week

Price Range

To

Date Range

To

Lexile™ Measures

To

Age Range

To

LC Class

To

Dewey Range

To

③ 館藏連結

1. 點選 For Libraries 欄位中的 **to create or modify your Z39.50 Catalog Profile for Hooks to Holdings (Search My Library's Catalog)**，即可進入館藏查詢的功能設定頁面。



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Home | Administrator | Staff Lists | Complete Connection | Publisher | Help | Log Out

All ▾ Enter your query here Search Advanced Search Browse My BIP

Local Server Information:
Back to Administrator
New Profile

Location: [Delete Profile](#)

The following information is needed to connect to your Z39.50 compliant catalog. Please review this information carefully to ensure you are inputting it correctly.

Fields marked with * are mandatory.

* Location Name:
 * Address of Local Z39.50 Server:
 Server Port for Z39.50:
 * Z39.50 Database Name:

OCLC First Search:
 OCLC First Search Authorization:
 OCLC User ID:
 OCLC User Password:

Z39.50 Server Configuration Information
 Listed below is information needed to accurately search and display information from your local server using the Z39.50 protocol. Your local system vendor should be able to supply this information for you.

ISBN Searches
 * Use Attribute:
 Relation Attribute:
 Position Attribute:
 Structure Attribute:
 Truncation Attribute:
 Completeness Attribute:

ISSN Searches (optional)
 Use Attribute:
 Relation Attribute:
 Position Attribute:
 Structure Attribute:
 Truncation Attribute:
 Completeness Attribute:

LCCN Searches
 (if ISBN field profile left blank, this field is required.)
 * Use Attribute:
 Relation Attribute:
 Position Attribute:
 Structure Attribute:
 Truncation Attribute:
 Completeness Attribute:

TITLE Searches (optional)
 Use Attribute:
 Relation Attribute:
 Position Attribute:
 Structure Attribute:
 Truncation Attribute:
 Completeness Attribute:

Local Holdings Data
 Does the Z39.50 server for your local system return holdings information when searched? yes no

What record format does the server use to return holdings data?

If your server returns holdings information in a USMARC record please indicate the tags and subfields the data appears in:

Location Tag:	<input type="text"/>	Location Subfield(s):	<input type="text"/>
Call Number Tag:	<input type="text"/>	Call Number Subfield(s):	<input type="text"/>
Status Tag:	<input type="text"/>	Status Subfield(s):	<input type="text"/>

輸入圖書館自動化系統的相關資料，包括 Server 位置、Server Port、資料庫名稱，相關資訊請洽詢貴單位圖書館自動化廠商

輸入 OCLC FirstSearch 授權帳號與密碼 (請與您的資料庫廠商聯絡)

ISBN 參數設定

ISSN 參數設定

LCCN 查詢設定

TITLE 查詢設定

查詢後是否利用貴館之 Z39.50 Server 回覆館藏訊息

選擇館藏格式為 USMARC 或 OPAC 格式

若選擇 USMARC，請於空格中填入欄號與分欄資料

設定完成後請按 Save 儲存



2.或是點選 [to create or modify your Predictable URL Profile for Hooks to Holdings \(Search My Library's Catalog\)](#)，亦可連結進入館藏查詢功能的設定。

Links to records in the library's catalog are available to libraries whose Web OPACs support predictable URL searching.

To customize the Web OPAC link you wish to be active for your account, please enter your library's information in the box below, then **click Save**.

The link "Search My Library's Catalog" will display in Fiction Connection.

The following parameters may be used in your URL structure: Title, Author, ISBN. The formats for these parameters are as follows: #TITLE#, #AUTHOR#, #ISBN#. These strings will be replaced with the values for that item when the URL is dynamically generated.

*** Please include "http://" in the beginning of your url.

Save

請輸入館藏查詢的 URL 參數，可使用 Title、Author、ISBN

注意：Z39.50 的館藏連結和 Predictable URL 館藏連結不可以同時使用，請擇一設定。若兩個都有設定，資料庫會以 Predictable URL 作為 Search My Library's Catalog 的連結。

④ 其他使用者帳號與密碼

管理者可在此設定其他使用者的帳號與密碼(如下圖)。

Access:

Name	ID	Password	Phone	E-mail	Action
<input type="text" value="Brian Wu"/>	<input type="text" value="igroup"/>	<input type="text" value="9419214129"/>	<input type="text" value="*"/>	<input type="text" value="brian@igroupnet.com"/>	<input type="checkbox"/> Add
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Add
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Add

