

## An Introduction to the NExpress Patron Catalog

The patron catalog is sometimes referred to as the OPAC: Online Public Access Catalog.

The screenshot shows the NExpress Regional Library Catalog homepage. At the top, there is a navigation bar with links: Catalog Home, About NExpress, NEKLS Website, Audiobooks, Music, and More, and Research & Reference. The NExpress logo is prominently displayed. Below the logo, the text 'Regional Library Catalog' is visible. A search bar contains 'Library Catalog' and a dropdown menu shows 'All Libraries'. There are buttons for 'Go', 'Cart', and 'Lists'. Below the search bar, there are links for 'Advanced Search', 'Tag Cloud', and 'Purchase Suggestions'. The main content area features a 'Library Anywhere' section with a link to download the mobile app from the App Store or Android Market. A 'Log in to Your Account' section includes fields for 'Login:' and 'Password:', and a 'Log In' button. A 'Research and Reference' section lists various services like Chilton Auto Repair, Heritage Quest Online, LearningExpress, and Gale Virtual Reference Library. At the bottom, it states 'A service of The Northeast Kansas Library System | The Kansas State Library | The Institute for Museum and Library Science'.

Play (TEST) Catalog: <http://catalog-test.nexpresslibrary.org/>  
Work (LIVE) Catalog: <https://catalog.nexpresslibrary.org/>

### Part I

Videos and Posts are available throughout the training at:

<http://www.nexpresslibrary.org/>

Please watch: **Catalog Overview**

- This is just one of the many training videos you can access at <http://www.nexpresslibrary.org/training/>.

Complete the following tasks:

1. Go to the public catalog and locate the following items:
  - a. What is LearningExpress? \_\_\_\_\_
  - b. What is Audiobooks, Music, and More? \_\_\_\_\_
  - c. *Bonus* – what is the NEW name for that service? \_\_\_\_\_
  - d. What are Lists? \_\_\_\_\_
  - e. Find three places a patron can log-in

2. Search for Beverly Lewis. How many items are there? \_\_\_\_\_
3. Sort the Beverly Lewis items by publication date, resort by acquisition date. What's her newest book? \_\_\_\_\_
4. Can't tell? Open one of her newer titles, go to "More Searches" and What is the first book in this series? \_\_\_\_\_
5. How many Dean Koontz Books on CD are listed? \_\_\_\_\_

## **Part II**

Watch the ***My Account Overview*** video

Complete the following tasks:

1. Log into the test public catalog <http://catalog-test.nexpresslibrary.org/>.
2. How many items do you currently have checked out?
3. Are any items overdue?
4. Are there any fines on the account?
5. Are the personal details current?
6. Change the password (or locate where to change the password).
7. Make a purchase suggestion.
8. Search for a title and place a hold.

## **Part III**

Select one additional video from the Patron Training Page:

<http://www.nexpresslibrary.org/training/>.

### **The Public Catalog: Notes and Discussion**

- What happens to the purchase suggestions a patron makes?
- In order to use the catalog, you have to know the catalog exists. How can a library get the word out about the catalog and the capabilities?
- Can the library use the email addresses from NExpress to promote upcoming events?