Implementation Guide

Soutron
GLOBAL

Soutron
GLOBAL

Managing Library Transformation™

SoutronGlobal.com

"The management of the Intellectual Property Archives at Rochester Electronics requires an extremely flexible database with strong security. Soutron Global did not flinch at our requirements and was genuinely interested in the success of our very non-traditional library. I am confident that our partnership will result in the robust catalog and tight access control that we have promised to our clients."
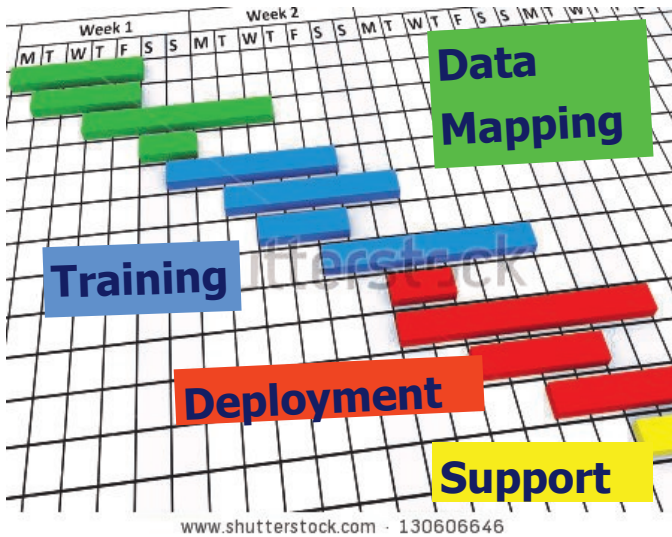
- *Teresa Powell, IP Archives Technical Librarian, Rochester Electronics, LLC*

Welcome

Welcome to Soutron Global!

It's our goal to make your Soutron implementation process as transformative for your library as possible along each of the four stages of your implementation project: Project management, data mapping, deployment, training and ongoing support.

We look forward to a transformative, successful partnership for years to come!

> "The Salvation Army Archives, Canada and Bermuda is pleased to partner with Soutron Global in the management and distribution of its on-line heritage *War Crys*"
>
> *- Colonel John Carew, Director of The Salvation Army Archives Canada and Bermuda Territory*

Implementation Guide

During your calls with your assigned Project Manager, an initial project plan will be created. This project plan will service as a checklist that will be used throughout the rest of the project.

Your Soutron Global Project Manager will guide you through the data mapping phases of the implementation process, and work with your and your staff to coordinate sample data delivery and determine the specifications for the data mapping. Your Project Manager will design and develop custom data mapping scripts to convert your data quickly and easily to our industry-standard, state-of-the-art database .

Sample of a MARC data mapping

MARC TAGS	Subfields	EOS Field name	Soutron Field	Notes		
000						tag is contained in 10 or less records
001						Control Fields
003						Questions
005						Not converted
008						Field needs to be added to Soutron
022	a		ISSN			
060	a	Call Number	Shelf reference			
100	a		Authors			
245	a		Title			
	b		SubTitle			
246	a		Alternate Titles			
250	a		Edition			
260	a		Publisher			
	a		Place of publication			

Upon completion of the data mapping conversion process, your project manager will create a test Soutron database for you to review to identify an issues. If any changes are necessary, your Project Manager will Implement another conversion/review process until you are satisfied and sign-off on the conversion process.

As the data mapping phase of your implementation process progresses, you will receive training customized to suit your needs so that you are ready to review the data in your new Soutron database.

www.shutterstock.com · 78224590

"Soutron Global went out of their way to meet and exceed my business requirements. I look forward to working with Soutron Global's exceptional and responsive team and tapping into Soutron's robust ILS and document management capabilities."

- Jennifer Doran,
Research Librarian, CableLabs

Support

A dedicated support staff and commitment to exceptional client service, including a service guarantee, regular updates, and effective training options.

For those clients interested in exploring the boundaries of library transformation Soutron Global offers a Platinum Membership which includes the following services:

www.shutterstock.com · 173080511

⇒ Annual Budget Review and Recommendations

⇒ Collection Management and Maintenance

⇒ Intranet / Portal Content Design and Maintenance

⇒ Library Maintenance with Soutron assistance