

## Where To Start With ResourceMate<sup>®</sup>?

The following questions are designed to help you to determine which of our products will best suit the use and needs of your library. Feel free to print this checklist for your reference!

### 1. How many items do you have in your library or collection?

- a. Between 10,00 and 70,000 – go to question 2.
- b. More than 70,000 – go to question 7.

### 2. To determine whether our Essential edition will serve...

Are you barcoding now or in the future?	Y / N
Will volunteers enter items from home?	Y / N
Do you want circulation history?	Y / N
Do you want to track fines?	Y / N
Do you want to do a MARC import / export?	Y / N
Will you be doing a barcoded year end inventory?	Y / N
Do you want to have extensive security?	Y / N

Yes to one or more of the above = ResourceMate Essential Plus or Extended. Go to question 3.  
No to all of the above = ResourceMate Essential. On to question 3b!

### 3. To further determine whether you need Essential Plus or Extended...

Do you want to automatically retrieve Accelerated Reader or Scholastic Reading Counts information?	Y / N
Do you want to import or manage textbooks?	Y / N
Do you want patron privacy (clearing circulation)?	Y / N
Do you want circulation rules and restrictions?	Y / N
Do you want be able to prevent some resources from being checked out?	Y / N
Do you want to track changed made in the database?	Y / N

Yes to one or more of the above = Extended. Go to 3c.

3b. Essential and Essential Plus have a limit of 10,000 items. Capacity for an additional 10,000 items can be purchased for \$100.00. On to question 5!

3c. Extended has a limit of 20,000 items. Capacity for an additional 10,000 items can be purchased for \$100.00 On to question 4!

### 4. Will you be using more than one computer for circulation and another for cataloguing?

- Yes – you need to add on the Network capability to your version of RM. Go to question 5.
- No – continue to question 6.

### 5. Will you have Patrons looking for items a computer or computers in your library?

- Yes – you need OPAC licenses equal to the number of computers you will be using to search. Each OPAC license can be purchased for \$50.00.
- No – on to question 6, please!

**6. Do you want your collection accessible on the internet so that your patrons can search your catalog anytime and anywhere?**

Yes - Go to 6b.

No – continue to question 8.

**6b. You will need to subscribe to Web OPAC. How often will you want your Web OPAC data updated from ResourceMate?**

Daily                    Y / N

Instantly                Y / N

Go to question 8.

**7. To determine whether you need our Premium edition, please ask the following:**

Will you need to enter more than 70,000 items in your catalog?

Will you need to have up to three local computers connecting to your database at the same time?

Yes to one of the above – you should consider our Premium edition! Please continue to question 8.

No to all questions **3 – 6b**? Let's try again! Please go back to question **2** for review.

**8. Would you like to allow your patrons to check out and check in items on their own?**

Yes – Self Circulation Module.

No – continue to question 9.

**9. Do you want ResourceMate to backup your data automatically for you?**

Yes – Auto Backup & Offsite Storage

No – continue to question 10.

**10. Is your site new to ResourceMate? If so, we recommend our Training DVDs.**

Level 1

Level 2

Level 3

*(Level 1,2,3 Training DVDs can be purchased as a bundle!)*

Please continue to question 11.

**11. Do you need to present ResourceMate® in Spanish or French for cataloguing or searching?**

Yes – you need our Multi Language add-on.

*Please feel free to contact us by email sent to [info@resourcemate.com](mailto:info@resourcemate.com) or by telephone – 800-815-8370, ext 1  
Office hours are Monday – Friday 9AM – 5PM*