

SimplyE @Amigos Library Implementation Form

Complete and return the following form to technologysolutions@amigos.org. Please let us know if you have any questions!

All items with an asterisk (*) are required.

General Information

*Library Name: _____

*Website URL (main website, not necessarily the ILS/catalog site):

Brief description or tagline

*This will be displayed under your library's name in the list of libraries in the SimplyE app.
An example is included on the last page.*

*Patron support email address

*The SimplyE mobile apps include an option for users to submit an "issue" to the library.
This email address is used for that communication.*

*No-delivery email account

*This is an email account for which email is either immediately deleted or rejected, e.g.,
no-reply@amigos.org. If you have one, type it below. If you do not or are not sure, use
ours – no-reply@amigos.org.*

*Color scheme (choose one)

- | | | |
|------------------------------------|--------------------------------------|---------------------------------|
| <input type="checkbox"/> Amber | <input type="checkbox"/> Dark Orange | <input type="checkbox"/> Orange |
| <input type="checkbox"/> Black | <input type="checkbox"/> Dark Purple | <input type="checkbox"/> Pink |
| <input type="checkbox"/> Blue | <input type="checkbox"/> Green | <input type="checkbox"/> Purple |
| <input type="checkbox"/> Blue gray | <input type="checkbox"/> Gray | <input type="checkbox"/> Red |
| <input type="checkbox"/> Brown | <input type="checkbox"/> Indigo | <input type="checkbox"/> Teal |
| <input type="checkbox"/> Cyan | <input type="checkbox"/> Light Blue | |

URL for privacy policy: _____

Logo

- *It is best if the logo provided does not include additional text, as the library name will appear next to it.*
- *Dimensions: approximately square, up to 135px x 135px*
- *Format: PNG with transparent background preferred*
- *The logo is optional*

Contact Information

*Library Contact (primary)

First Name: _____

Last Name: _____

Job Title: _____

Email Address: _____

Phone Number: _____

Library Contact (secondary, if desired)

First Name: _____

Last Name: _____

Job Title: _____

Email Address: _____

Phone Number: _____

*Technical Contact (primary)

First Name: _____

Last Name: _____

Job Title: _____

Email Address: _____

Phone Number: _____

Technical Contact (secondary, if desired)

First Name: _____

Last Name: _____

Job Title: _____

Email Address: _____

Phone Number: _____

ILS & Patron Authentication

Complete the following section with the details of your integrated library system (ILS). If you do not have these details, please provide the name of your ILS, and we will request this information for you.

*ILS Name: _____

*IP/URL for library's SIP or authentication service: _____

If SIP:

Is a login and password required? _____

Login: _____

Password: _____

Port Number: _____

Location code: _____

Is your SIP service encrypted with SSL/TLS? _____

Labels:

Label to be used for barcode ID field for patrons: _____

Label to be used for PIN field for patrons: _____

Default loan period (14 days if left blank): _____

Patron Test Accounts

Please provide two patron test accounts below, one in good standing (can check out) and one restricted or blocked (cannot check out). We use these accounts for testing and troubleshooting, and we should be able to use this information to log into your ILS as a patron.

*Test barcode – in good standing:

Barcode number: _____

PIN: _____

*Test barcode – blocked account:

Barcode number: _____

PIN: _____

Collections

Tell us about the ebook and audiobook collections you have by completing the items below.

OverDrive

Are you a part of an OverDrive consortium? Yes No

If so, provide:

Name of the consortium: _____

Name and email address for the consortial contact, if available:

Name: _____

Email address: _____

Number of titles available to your patrons by format:

- # ebooks _____
- # audiobooks _____
- other formats (identify each format and number of titles)

Do you have an Advantage collection? Yes No

If so, provide:

Number of titles available to your patrons by format, e.g., # ebooks, # audiobooks:

Baker & Taylor Axis 360

Are you a part of an Axis 360 consortium? Yes No

Do you have your own Axis 360 subscription? Yes No

Number of titles available to your patrons by format:

- # ebooks _____
- # audiobooks _____
- other formats (identify each format and number of titles)

Bibliotheca cloudLibrary

Do you have your own cloudLibrary subscription? Yes No

Are you a part of a cloudLibrary consortium? Yes No

Please note: Only cloudLibrary titles that your library owns will be available in the SimplyE. Shared consortia titles will not be available in SimplyE.

Number of titles available to your patrons by format:

- # ebooks _____
- # audiobooks _____
- other formats (identify each format and number of titles)

Bibliolabs Biblioboard

Are you a part of a Biblioboard consortium? Yes No

Do you have your own Biblioboard subscription? Yes No

Number of titles available to your patrons by format:

- # ebooks _____
- # audiobooks _____
- other formats (identify each format and number of titles) _____

Palace Exchange

Are you a part of an Palace Exchange consortium? Yes No

Do you have your own Palace Exchange subscription? Yes No

Number of titles available to your patrons by format:

- # ebooks _____
- # audiobooks _____
- other formats (identify each format and number of titles)

NoveList Select

Do you have an active NoveList Select subscription? Yes No

List other ebook and audiobook providers you use:

