



CHAPTER 1

INTRODUCTION / COMPUTER & BROWSER SETTINGS / AGcat CLIENT

Each member of Library Management Network, Inc. (LMN) is responsible for cataloging their titles and adding items. The LMN Cataloging Procedural Manual serves as the official standard policy and guideline for purposes of cataloging in the LMN's shared bibliographic database.

Examples used are based on MARC 21 and RDA bibliographic and authority formats. MARC is the acronym for **M**achine-**R**eadable **C**ataloging and is a set of standards for identifying and storing cataloging information. RDA is Resource Description and Access created in 2010 and implemented worldwide in 2013.

Library Management Network, Inc. (LMN) uses the software of Auto-Graphics, Inc. (AG). AG provides additional client software called AGcat which provides cataloging:

- ≈ to edit, overlay, upgrade bibliographic records in LMN's database, and
- ≈ to add new records from resource utilities (OCLC) or other databases.

AGcat is an application written specifically for Windows PC. AGcat does not work on Apple MAC computers. Libraries using Apple products for cataloging must use a windows emulator or edit the records first and then load them through Cat Admin - Bib Tool Admin.

Computers and browsers using AGcat software must be configured with the following settings.

~~~~~ **BROWSER SETTINGS**

open browser > Privacy & Security > Permissions > Pop-up

A screenshot of a browser's privacy and security settings page, specifically the "Pop-up" permissions section. There are two checked checkboxes: "Block pop-up windows" and "Warn you when websites try to install add-ons". To the right of each checkbox is a grey button labeled "Exceptions...".

Enter <https://lmn.agverso.com> and select Add

A screenshot of a "Allowed Websites - Pop-ups" dialog box. The title bar says "Allowed Websites - Pop-ups" with a close button (X). The main text says: "You can specify which websites are allowed to open pop-up windows. Type the exact address of the site you want to allow and then click Allow." Below this is a text input field labeled "Address of website" with an "Allow" button to its right. At the bottom, there is a table with two columns: "Website" and "Status".

Website	Status
http://lmn.agverso.com	Allow
http://webmail.cpanel-box2103.bluehost.com	Allow
https://lmn.agverso.com	Allow



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CLEARING CACHE

FireFox:

Options > Privacy & Security > History.

A screenshot of the Firefox History settings page. On the left, there is a sidebar with icons for General, Home, Search, and Privacy & Security. The main content area is titled "History". It shows a dropdown menu set to "Never remember history". Below this, there is a text box stating "Firefox will use the same settings as private browsing, and will not remember any history as you browse the Web." To the right of this text is a button labeled "Clear History...".

Options > Privacy & Security > Cookies and Site Data.

A screenshot of the Firefox Cookies and Site Data settings page. On the left, there is a sidebar with icons for Search, Privacy & Security, and Sync. The main content area is titled "Cookies and Site Data". It shows a text box stating "Your stored cookies, site data, and cache are currently using 7.1 MB of disk space." To the right of this text is a button labeled "Clear Data..." which is circled in red. Below this text is a button labeled "Manage Data...". At the bottom, there is a checkbox labeled "Delete cookies and site data when Firefox is closed" which is checked. There is also a button labeled "Manage Permissions..." on the right.

To clear the cache: select Clear Data.



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AGcat Client

AGcat is the cataloging software module. When a newer version of the AGcat client is available, a pop-up box will display with the wording,

“AGCat version 3.xx is now available. Please download the latest version. Your current version of AGCAT is 3.XX”

Click **OK** to continue with downloading the newer version.

A screenshot of the MARC Display interface. The background shows a MARC record with fields like Control Number, Last Modified, Leader, and Quality. A pop-up box is overlaid on the record, containing a yellow warning icon and the text: "AGCat version 3.24 is now available. Please download the latest version. Your current version of AGCat is 3.21". The "OK" button in the pop-up box is circled in red.

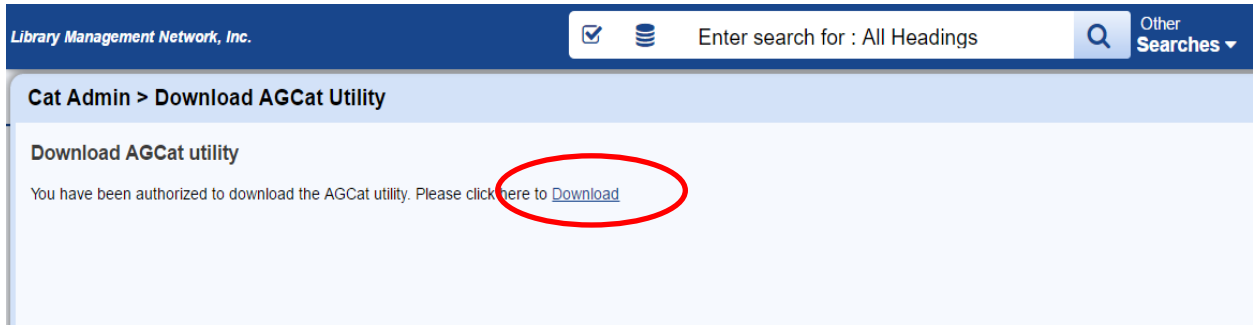
To download the AGcat client,
Select **Staff Dashboard**.
Under **Cat Admin**, select **Download AGcat Utility**.

A screenshot of the Library Management Network, Inc. Staff Dashboard. The dashboard has a light blue header with the company name and a search bar. Below the header, there are navigation links: "Staff Dashboard" (circled in red), "Search History", and "ExternalResources". The main content area is titled "Search Staff Dashboard" and contains several quick links. Under the "Cat Admin" section, the link "Download AGCat Utility" is circled in red.

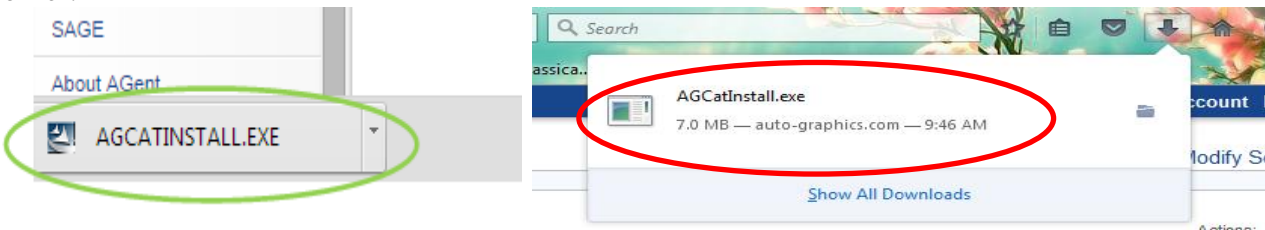


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Click the hypertext **Download**.

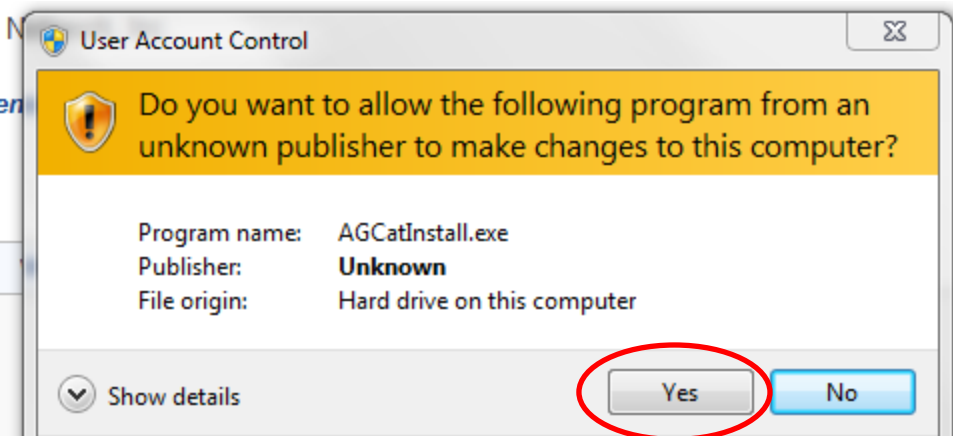


The download to your computer will begin and should display in the lower left or upper right corner.



(Depending on the computer, the next few messages may or may not appear)

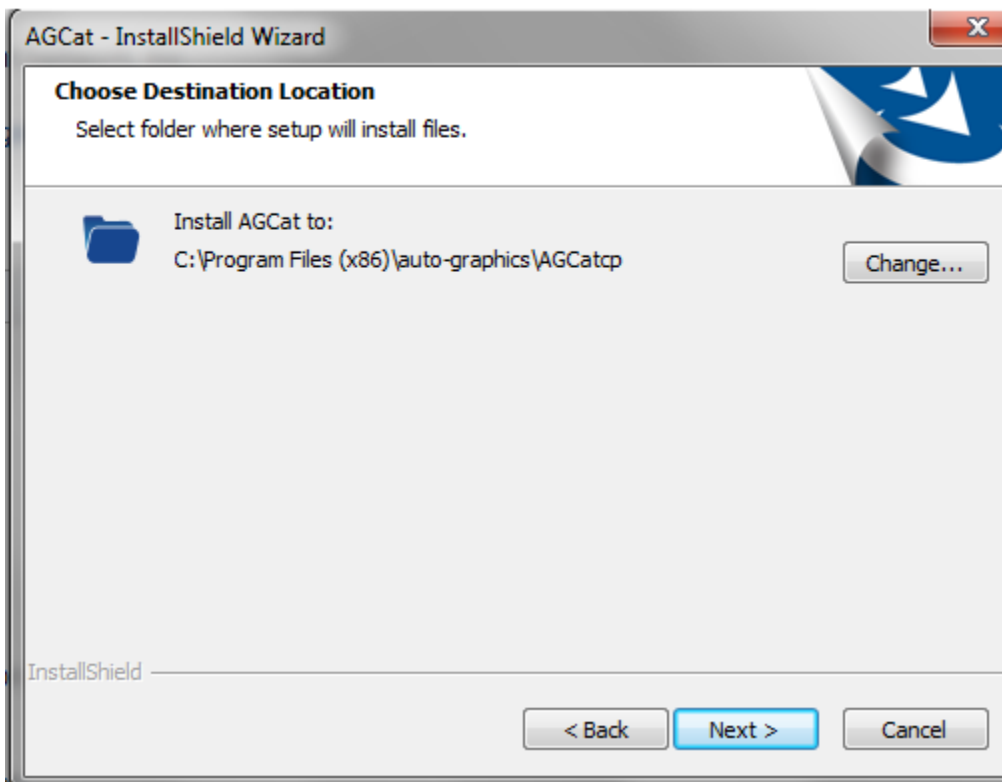
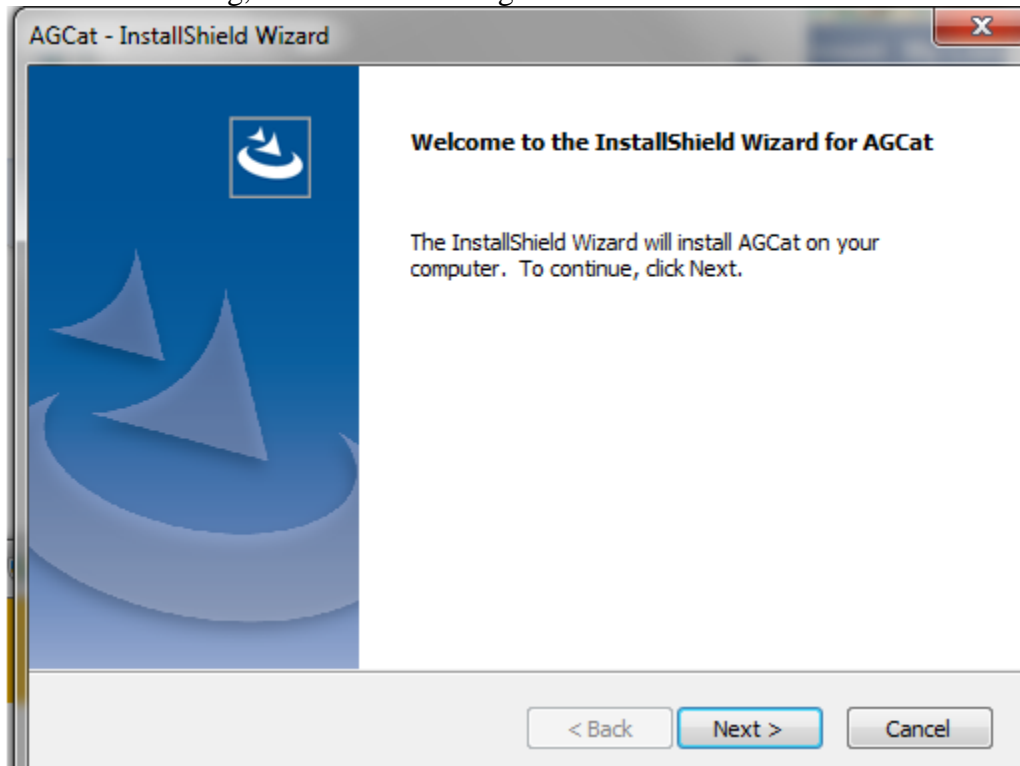
When the File Download box appears, click **Run**





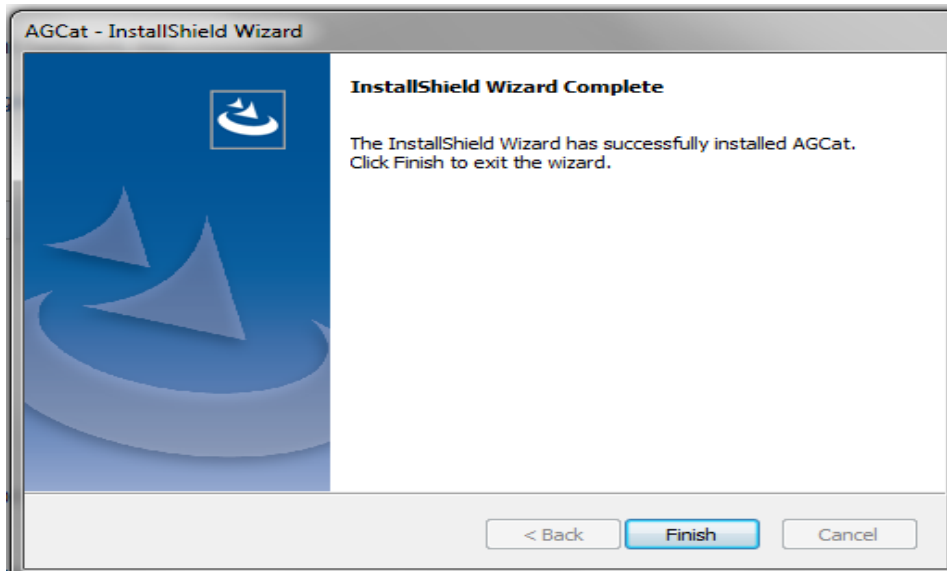
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After downloading, installation will begin.





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Log out of Auto-Graphics and log back in as the staff user.
To verify the new version is in effect, **search** for a title, then from the full bib record screen, select the **MARC Display** tab, then **Edit Bib Record** which will open AGcat.

Sea of grey : an Alan Lewrie naval adventure

Author: Lambdin, Dewey
Found in: Library Management Network, Inc.
★★★★☆ 9 total review(s)



MARC Display Details More About This Title Where To Find It Reviews

Control Number: 494346
Last Modified: 1/28/2016 12:49:04 PM
Leader: cam Ma
Quality: 0

001	**	ocn904664241
003	**	OCoLC
005	**	20160128154727.0
008	**	131119s2002 nyua d 000 0 eng
020	**	a 9780786248919 q (large print)
020	**	a 0786248912 q (large print)
035	**	a (OCoLC)904664241

[Edit Bib Record](#)

AGcat opens. On the top line, click **HELP**, > **About AGcat**

AGCat - [Source: LMN_ - AGCN=537507, Record Type = BK Chancers :]

File Edit Record Insert View Tools Window Help

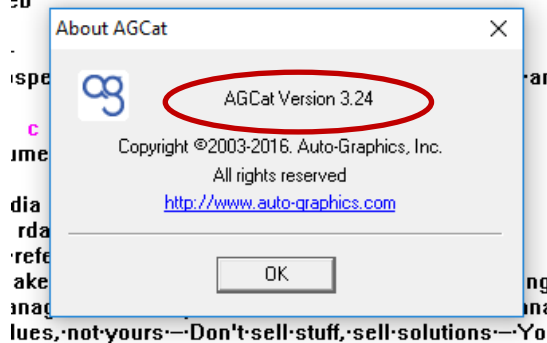
Help Topics LCR
About AGCat...

LDR Leadercam.....La.....
UDB 0
001 Control Nbr. c ocm45733202-
003 Control Nbr. ID OCoLC
005 Latest Trans. 20160419133325.0
006 Fixed-Len Data m.....o..d.....
007 Phys. Desc. cr-cn|||||||
008 Fixed Field 001009s2000.....oku.....s000-1-eng-d
020 ISBN .. a 9780585271873 q [electronic-bk.]
020 ISBN .. a 0585271879 q [electronic-bk.]
020 ISBN .. a 9780806171852 q [electronic-bk.]
020 ISBN .. a 0806171855 q [electronic-bk.]
020 ISBN .. a 0806132663 q [alk-paper]
035 Sys Control Nbr z [OCoLC]45733202 z [OCoLC]533082757 z [OCoLC]551787595
043 .. n-us-ca
050 LC Call Nbr. 4 PS3572.I9 b C47-2000eb
082 Dewey Call Nbr. 04 813/.54 2 21
100 Author/Creator 1. Vizenor, Gerald-Robert, d 1934-
245 Title 10 Chancers: b a-novel;/ c Gerald-Vizenor.
260 Imprint .. a Norman: b University-of-Oklahoma-Press, c ©2000.



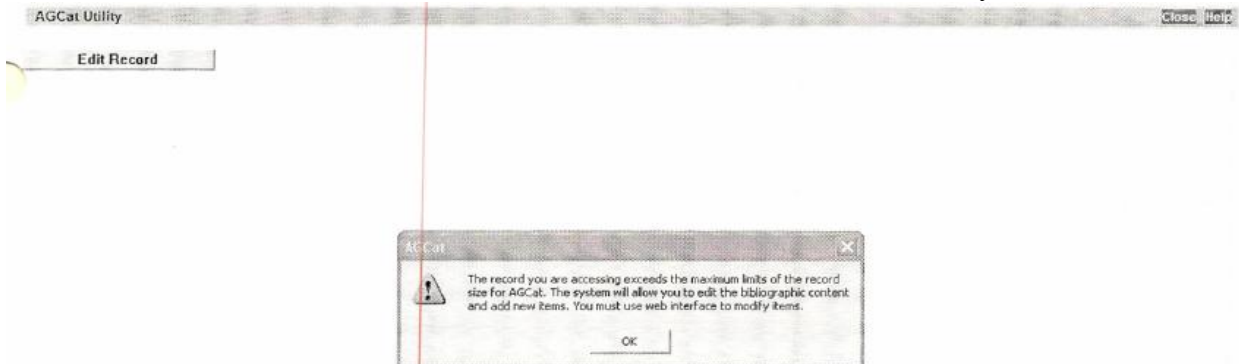
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A pop-up box will display with the new version number.

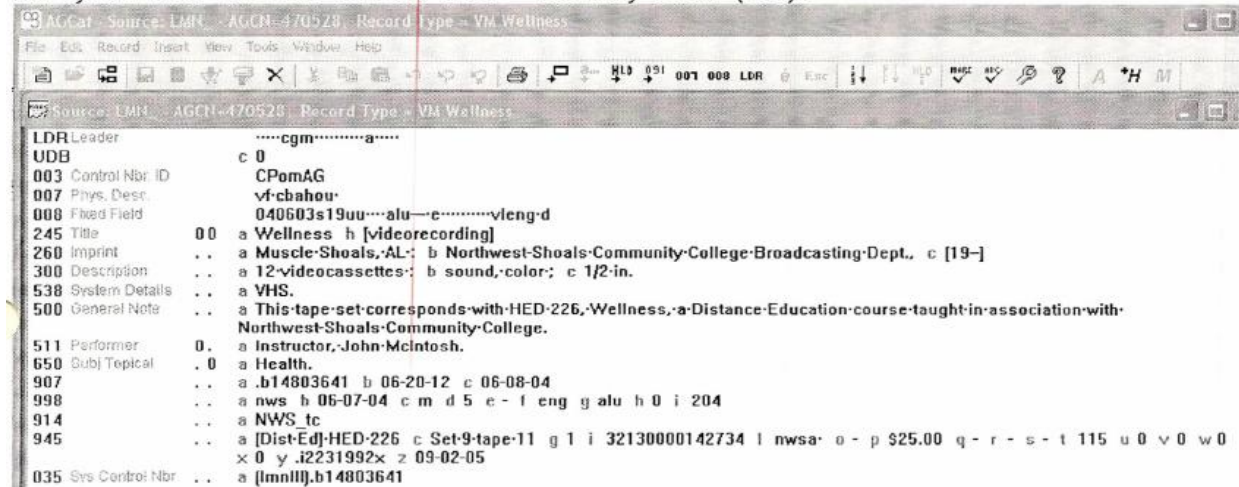


ERROR MESSAGES

“The record you are accessing exceeds the maximum limits of the record size for AGcat. The system will allow you to edit the bibliographic content and add new items. You must use web interface to modify items.”



The system does not like the bib size - too many items (360).





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“mycontrol.OnEditRecord is not a function”
“Object doesn’t support property or method “OnEditRecord”
“Unsupported AGcat plugin”

Any of these three messages indicates the need to download AGcat utility.exe on the computer.

If Norton Symantec is on the computer, Norton may detect an invalid signature and the following pop-up may display.

If AGcat.exe has the IP addresses correct between your computer and AG, then Options should be “Allow always.” The correct TCP port is 80 for AGcat.

