Overview

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Migration Wiki page

http://tinyurl.com/UWLibGuidesMigration
Migration Timeline
Migration Timeline

Tuesday, October 28 - Friday, November 28
LibGuides v. 1 cleanup by guide authors
Update, refresh, and prepare for migration.

Friday, November 28
Freeze LibGuides v. 1
Changes made in LibGuides v. 1 after this date will NOT migrate

Tuesday, December 2
Springshare migrates content and guide author accounts to LibGuides v. 2

Wednesday, December 3 - Monday, December 8
LibGuides Team assesses content transfer
Migration Timeline (cont.)

Tuesday, December 9, 11am-12noon or Thursday, December 11, 1pm-2pm
LibGuides v.2 training, Memorial 231

Tuesday, December 9 - Monday, January 5
LibGuides v. 2 cleanup by guide authors
If something looks wrong or doesn’t migrate, we can fix it in LibGuides v. 2!

Tuesday, January 6
Go Live with LibGuides v. 2

Monday, June 1
Read-only access to LibGuides v. 1 ends
What the public sees ...

Thursday, November 13-Friday, November 28  LibGuides v. 1, live updates
Saturday, November 29-Monday, January 5  LibGuides v. 1, no updates
From Tuesday, January 6  LibGuides v. 2
Preparing for Migration
Checklist

- Deadline: Friday, November 28

No changes in LibGuides v. 1 made after this date will migrate!
Updating LibGuides

- Remove MetaLib/Xerxes metasearch boxes
- Update links to Library Web site pages
- Use Link Checker - remove/fix broken links  
  ○ May be some “false positives” in the report. See:  
- Refresh content - book and database links still active?, any new resources to add?, all content still relevant?
Guides and Accounts

- Remove unneeded guides (e.g., test, practice, unpublished, private)
  - Ask why guide is unpublished/private
  - Ask if guide can be deleted
  - See report on guide content
- E-mail Rebecca any unneeded accounts and she can delete
  - See report on guide authors
Account Information

- If you migrated to Office 365, change your account information to reflect your new e-mail address:

  firstname.lastname@wisc.edu

  e.g., rebecca.payne@wisc.edu
Consistent Links

- Use handles for database URLs
  - http://digital.library.wisc.edu/1711.dl/#
  - See List of Library Website URLs/Handles on Staff site > Web/Tech tab
  - See reports of xerxes URLs

- Use address bar links for catalog URLs
  - http://search.library.wisc.edu/catalog/ocm#
  - http://search.library.wisc.edu/catalog?q=WU:#### - OK too
Links in Rich Text boxes

- Consider converting links in Rich Text boxes to Links boxes instead.
- Note: *Links in Rich Text boxes do not show up in Link Checker reports.*
- Such links will not be content items ("assets") in the "Assets List" in LibGuides v. 2.
Boxes Not Migrating

- Remove or replace boxes not migrating:
  - Delicious
  - User Submitted Links
  - Feedback
  - Table of Contents

- See reports for each box type
Images and Tables

- **Images**
  - Update or remove outdated images or screenshots
  - Remove duplicate images or screenshots
  - Check size - Resize if not appropriate for Web
  - Note location of any boxes with rotating images & after migration convert to Gallery boxes

- **Convert any defined table widths to percentages (not pixels)**
Boxes with Custom Code

- Make note of any guides/boxes where you have custom code (e.g., tabbed boxes, rotating image boxes)
- These will not transfer into the new system as Gallery or Tabbed boxes and will need to be converted to these box types.
- Until converted they will be rich text content
Questions?
LibGuides v2 Preview

● One login for Springshare products (LibApps)
● Command bar reorganized and consistent
● Box types
  ○ fewer - Standard, Tabbed, Gallery, User Profile
  ○ more flexible, mix and match content types in one box
  ○ In Standard, can add Rich Text, Database, Link, Media/Widget, Book from Catalog, Document/File, RSS Feed, Guide list, Poll, Google Search
LibGuides v2 Preview

- Content will be copied box for box. Any combining of content into a box will need to be done manually after migration.
- Image manager not a separate “Add-on” module, included
LibGuides v. 2 Beta Site

http://wisc.beta.libguides.com/
Contact LibGuides Team

libguides-l@library.wisc.edu (pre-migration)
libguides-lib@lists.wisc.edu (post-migration)
for a limited time in early Dec. both will work!