



ATLAS
SYSTEMS, INC.
*Promoting Library Excellence
Through Efficiency*

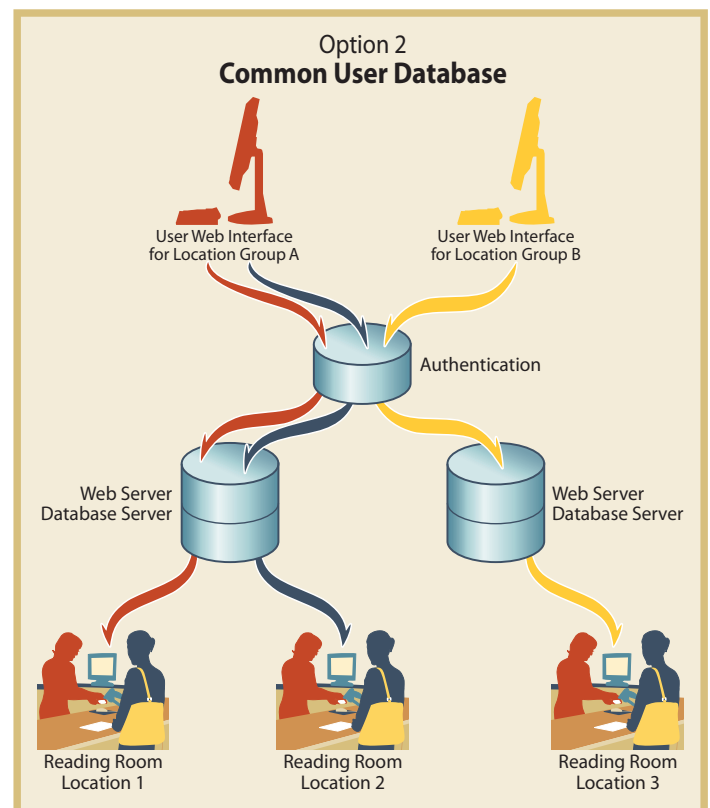
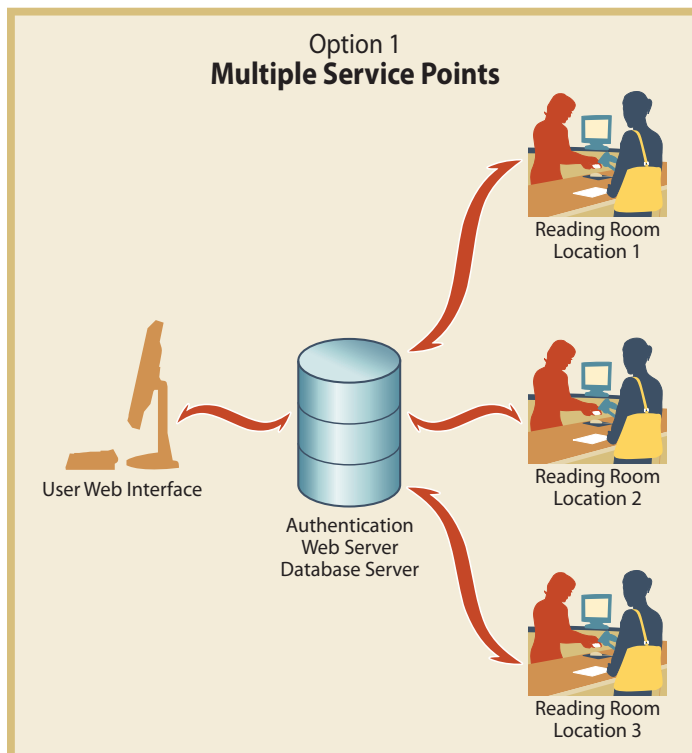


Aeon
Managing Special Collections

Setting up Aeon 3 in a multi-site environment

Which option is best for you?

Some special collections libraries and archives have multiple reading rooms. Some institutions have multiple special collections and archives in different buildings. Some institutions participate in a consortium that may wish to provide its users with a common means of accessing the various special collections and archives held by the consortial partners. Highly customizable and scalable, Aeon 3 can be configured to meet the user access and staff workflow needs in any situation.



Aeon 3 offers two distinct installation options:

- ▼ **Multiple Service Points**—several service locations/reading rooms share an Aeon web server and installation of the Aeon database software.
- ▼ **Common User Database**—each service location/reading room has its own Aeon web server and transaction database configured around its specific workflow needs.

A multi-site implementation can include any combination of these installation options. Atlas will work with you to determine the configuration that will best meet your specific operational needs.

Option 1: Multiple Service Points

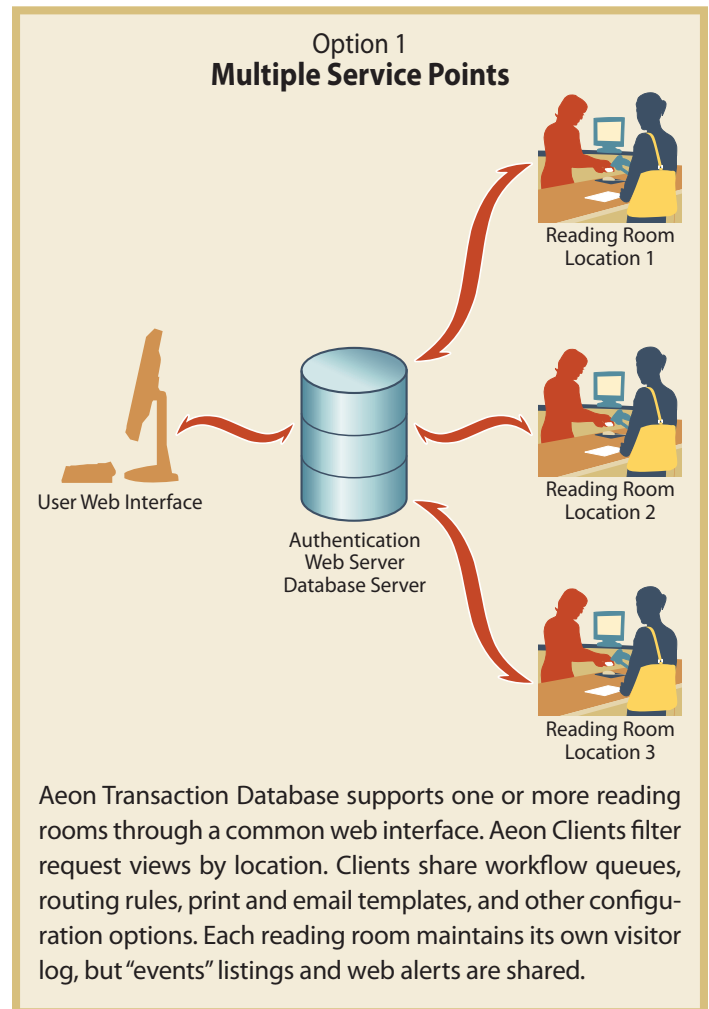
Institutions that want to integrate the operations of multiple special collections and archives reading rooms or service locations might find that a shared Aeon web and database server installation offers certain functional advantages at a lower cost and lesser need for local IT support. With a Multiple Service Points installation, users login to submit and monitor their requests through a common web interface. Staff at the respective service locations view and manage only those requests that pertain to their collections while sharing common workflow options.

Advantages

- ▼ Lower annual maintenance cost
 - One annual software licensing subscription and implementation fee covers all service locations.
 - If Atlas server hosting is selected, only one hosting fee is required. If the institution chooses to host the Aeon software locally, it only needs to provide hardware and IT administration to support a single Aeon web server and database instance.
- ▼ The need for local IT support is minimized because customization options are more limited.
- ▼ Patrons can enjoy the convenience of being able to submit and monitor their requests through a single web account, regardless of whether they place requests with one service location or several.
- ▼ Although many configurations and customizations are shared, each service location can maintain its own electronic visitor log.

Limitations

- ▼ All service locations share a common set of user registration forms.
- ▼ Separate web request forms can be created for each service location, but they must be integrated into a common web interface that is shared by all locations. Because the web interface is shared by all sites, all sites share the same web styling and a common set of web form validation rules, default values, status and error messages and automated session timeout setting. In addition, there can be only one set of “web alert” messages and RSS feeds.
- ▼ Certain settings in the Aeon Customization Manager must be shared by all sites; these include:
 - Outgoing email server (i.e., there can be only one outgoing and “reply-to” email address)
 - Default local contact information
 - Remote and local authentication configuration options
 - User expiration settings
 - User request limits
- ▼ Other settings in the Aeon Customization Manager can be configured to include customized settings and forms for individual sites, however all options will appear in the Aeon Staff Client and so must be labeled accordingly in order to distinguish their application; these include:
 - Custom queues and routing rules



- Callslip and other printed form templates
- Email templates
- Cancellation reasons
- EAD/XSLT stylesheet transformations and “group by” settings
- Z39.50 catalog connections
- Photoduplication billing contexts and payment gateway
- ▼ All collaborative “events” will appear in all staff clients (i.e., it is not possible to set up “events” that are visible only to individual locations).
- ▼ All locations must upgrade Aeon Staff Clients at the same time to keep them properly synchronized when the Aeon database software is upgraded.

Option 2: Common User Database

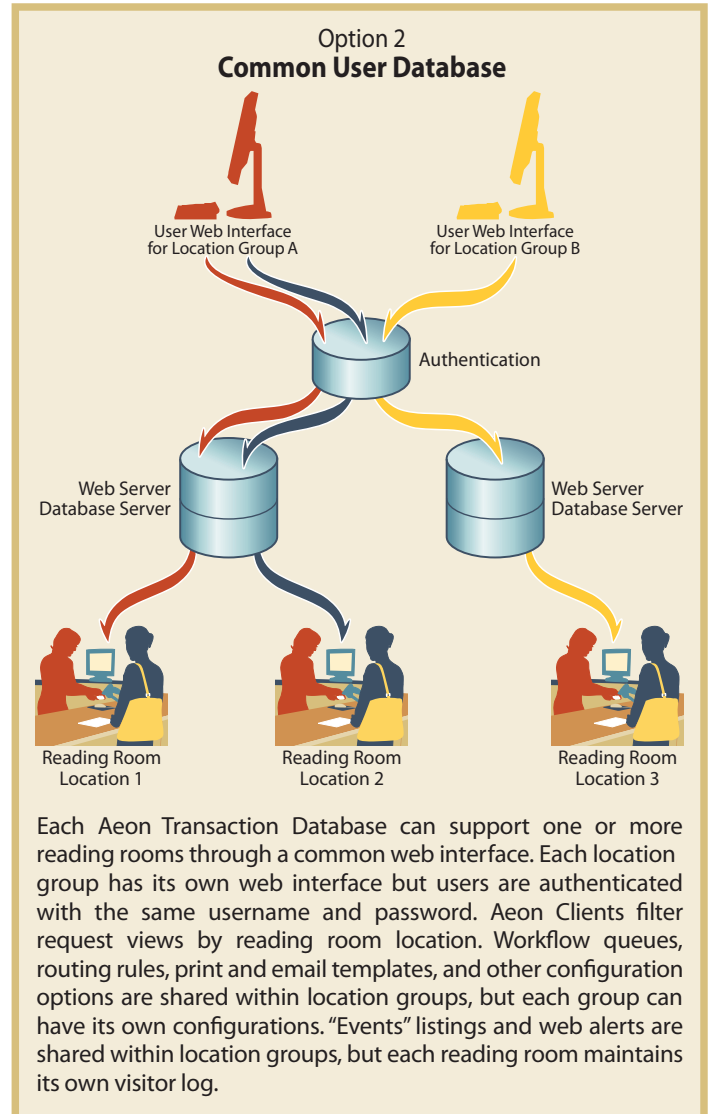
Institutions and consortia that want to provide each of their special collections and archives site the greatest degree of independence and flexibility might consider licensing and installing the Aeon web and database server software individually for each site. In such cases, it is still possible to enable users to sign into their accounts with the same username and password, and for all sites to share a common user database.

Advantages

- ▼ Each site creates and maintains its own patron registration forms and web pages and can establish independent web styling, web form validation rules, default values, status and error messages, and automated session timeout setting. Each site can also create its own set of “web alert” messages and RSS feeds.
- ▼ Each site maintains an independent electronic visitor log.
- ▼ Each site can create its own unique settings in the Aeon Customization Manager. These customization settings include:
 - Outgoing email server (i.e., each site can have its own outgoing and “reply-to” email address)
 - Default local contact information
 - Remote and local authentication configuration options
 - User expiration settings
 - User request limits
 - Custom queues and routing rules
 - Callslip and other printed form templates
 - Email templates
 - Cancellation reasons
 - EAD/XSLT stylesheet transformations and “group by” settings
 - Z39.50 catalog connections
 - Photoduplication billing contexts and payment gateway
- ▼ Each site can create and maintain its own set of collaborative “events.”
- ▼ Each site can install Aeon software upgrades on its own schedule, independently of other sites at the same institution.
- ▼ Each site can also have multiple service points as described under Option 1.

Limitations

- ▼ Higher annual maintenance cost
 - An additional annual software licensing subscription priced at the next lowest pricing tier is applied to each additional site until a site license cap is reached; Atlas will determine a licensing cap based on the overall size of the institution or consortium.
 - An additional one-time implementation fee is applied to each additional site to cover site specific configuration and training.



- If Atlas server hosting is selected, an additional hosting fee (equal to one half of the standard hosting fee) is required for each additional site with no limit or cap. If the institution chooses to host the Aeon software locally, it must provide sufficient hardware and IT administration to support each Aeon instance.
- ▼ Potentially greater need for local IT support to create and maintain individual site customizations; initial configuration of automated OpenURL and EAD requesting may also require more effort to accommodate multiple sites.
- ▼ Potentially confusing or burdensome for patrons who may use one of more of the institution’s special collections libraries or archives since they will have to use a separate web account to submit and monitor requests placed at different sites.

Aeon System Requirements

Which configuration best meets your needs?

Following are the minimum requirements and optimum configurations for the Aeon server and client software. Sites that choose to host their own Aeon database and web server must furnish their own server hardware and software. Atlas Systems also offers complete Aeon server hosting services; inquire for details and pricing.

Optimum System Configuration

Hardware

- ▼ Intel Xeon 3GHz or greater processor
- ▼ 4GB of RAM
- ▼ 72GB high-speed hard drive
- ▼ Ethernet connectivity to the internet/intranet
- ▼ Compatible backup device

Software

- ▼ Windows Server 2008 (Standard)
- ▼ Internet Information Server 7.0
- ▼ Microsoft SQL Server 2008 (Standard)
- ▼ External SMTP Server for sending emails

Client Hardware

- ▼ Intel Pentium 4 2GHz or greater processor
- ▼ 256MB of RAM
- ▼ 5GB of free hard drive space
- ▼ Display resolution of 1280x1025 or larger
- ▼ Ethernet connectivity to the Internet/Intranet
- ▼ Access to printer

Client Software

- ▼ Windows Vista
- ▼ Internet Explorer 6.0 or higher installed
- ▼ Microsoft Word 2007

Minimum System Requirements

Hardware

- ▼ Intel Pentium 4 2GHz or greater processor
- ▼ 1GB of RAM minimum; more RAM will substantially increase system performance
- ▼ 36GB hard drive
- ▼ Ethernet connectivity to the internet/intranet
- ▼ Compatible backup device

Software

- ▼ Windows Server 2003 (Standard) using Internet Information Server 6.0 or Windows Server 2008 (Standard) using Internet Information Server 7.0
- ▼ Microsoft SQL Server 2005 (Standard) or Microsoft SQL Server 2008 (Standard)
- ▼ External SMTP Server for sending emails

Client Hardware

- ▼ Intel Pentium 4 2GHz or greater processor
- ▼ 128MB of RAM minimum; more RAM will increase system performance
- ▼ 5GB of free hard drive space
- ▼ Ethernet connectivity to the Internet/Intranet
- ▼ Access to printer.
- ▼ Minimum display resolution of 1024x768 required

Client Software

- ▼ Windows XP Professional or Windows Vista
- ▼ Internet Explorer 6.0 or higher installed
- ▼ Microsoft Word XP/2003/2007



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