Managing Marketplace Admin Tools

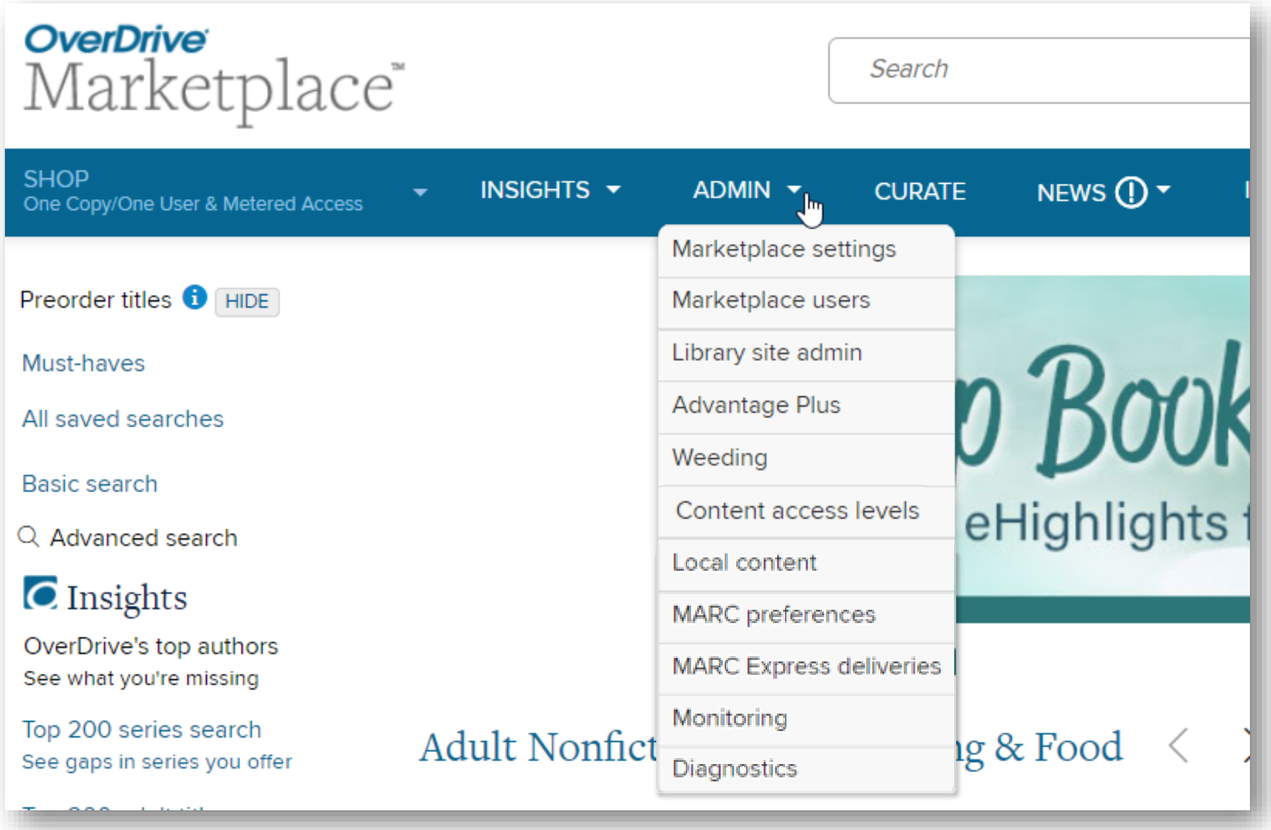
Rakuten OverDrive

Admin tab

Marketplace administrative (admin) tools help you manage various features of your Marketplace account and digital collection, and are available in one convenient location.

These features include:

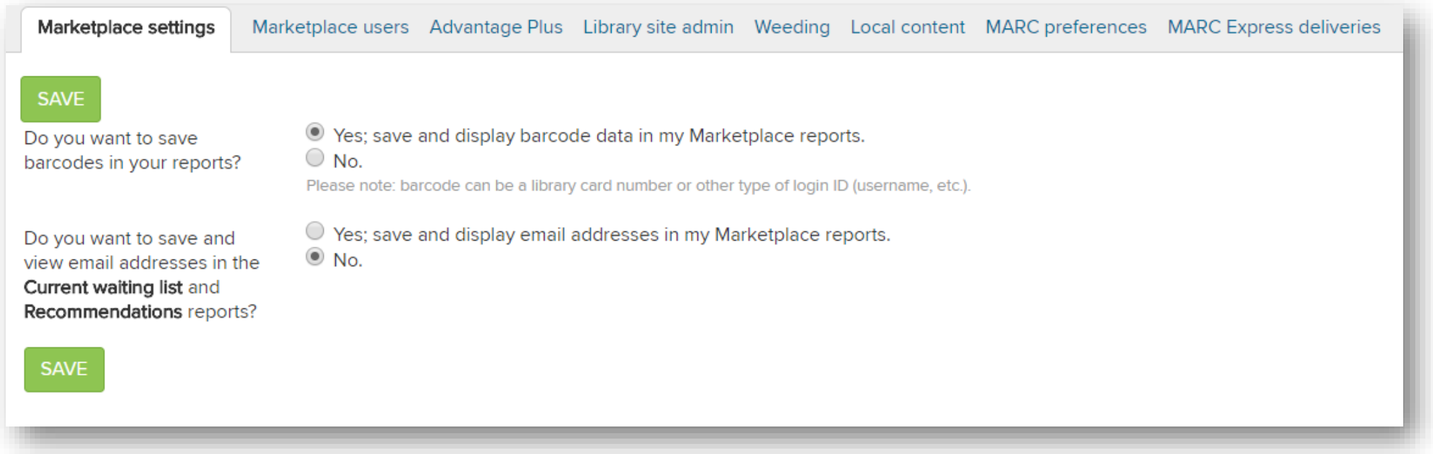
- Marketplace and website preferences
- Marketplace user creation
- Advantage Plus management
- Weeding
- Content access levels
- Local content management
- MARC records preferences
- MARC Express deliveries



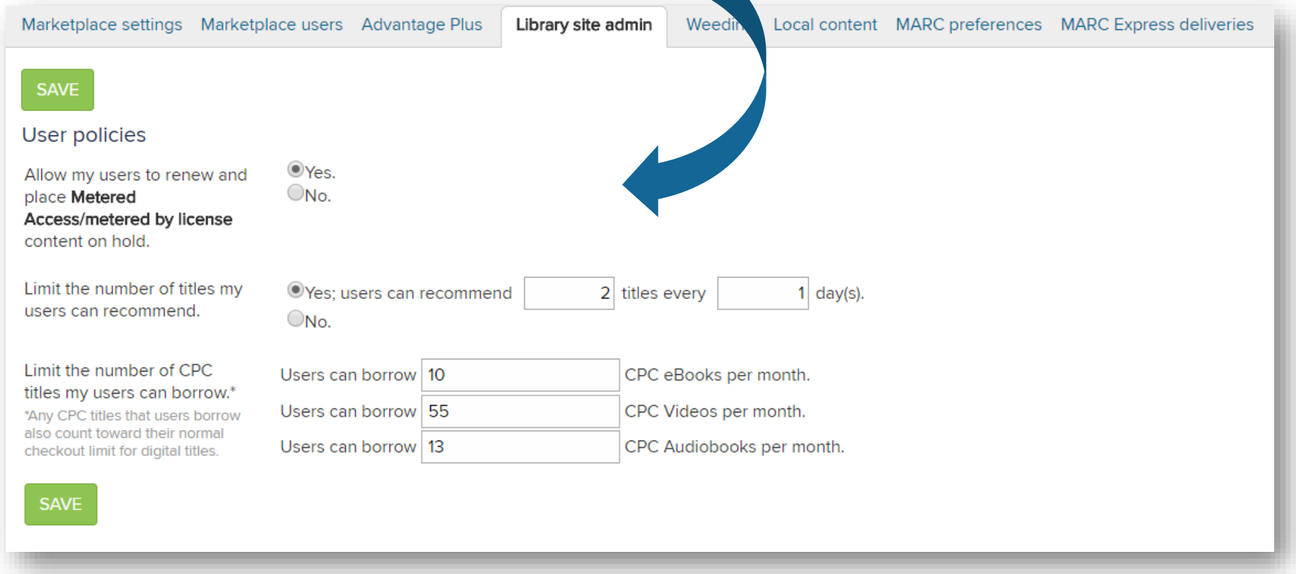
Note: 'Library/school site admin' and 'Marketplace settings' user permissions control access to these features.

Marketplace and library or school settings

Display or hide barcodes (library or student card numbers) and emails in reports.

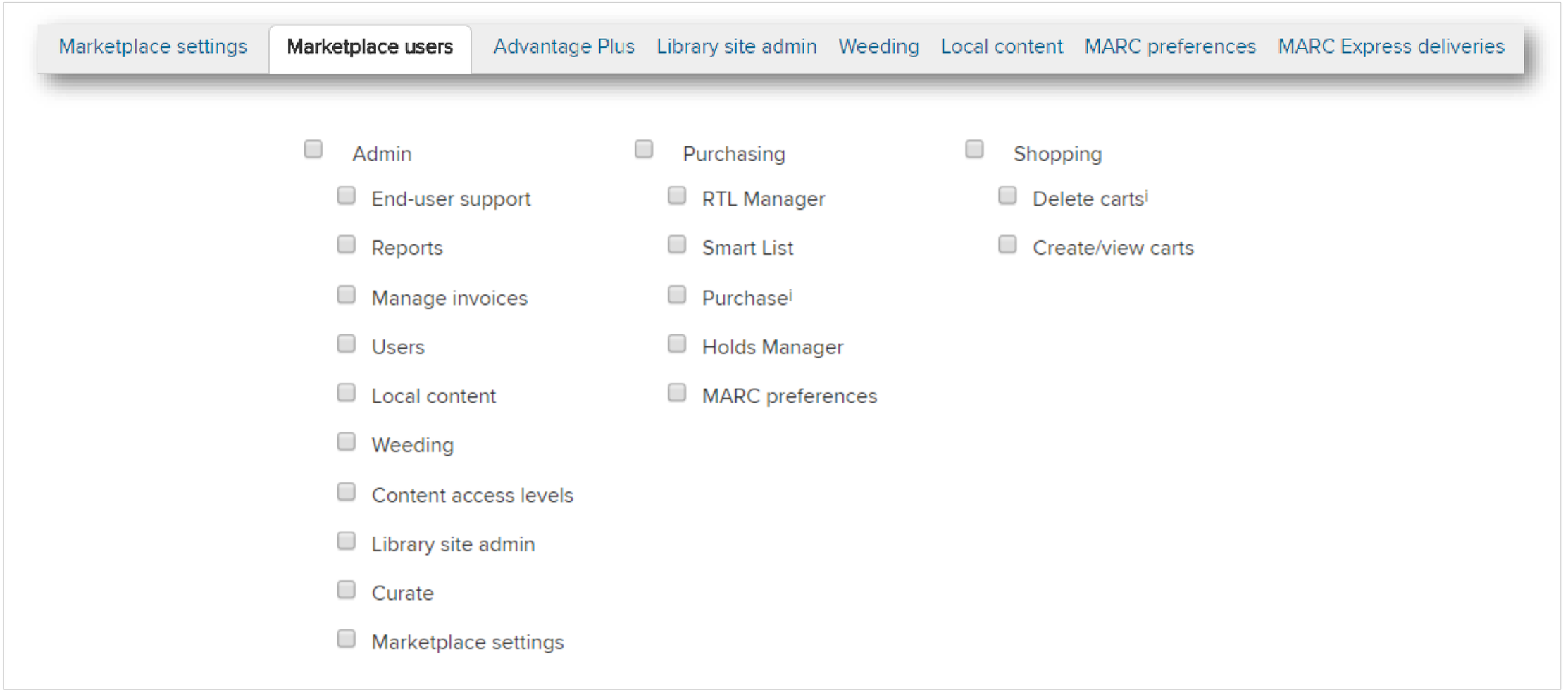


Restrict renewals and recommendations.



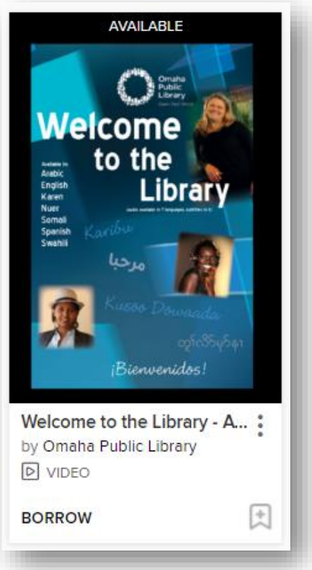
Creating Marketplace users

Administrators can easily manage user rights with role-based permissions.

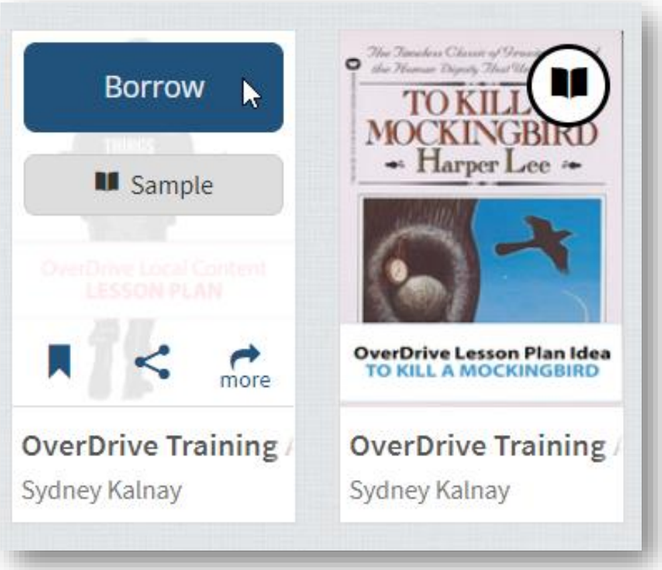


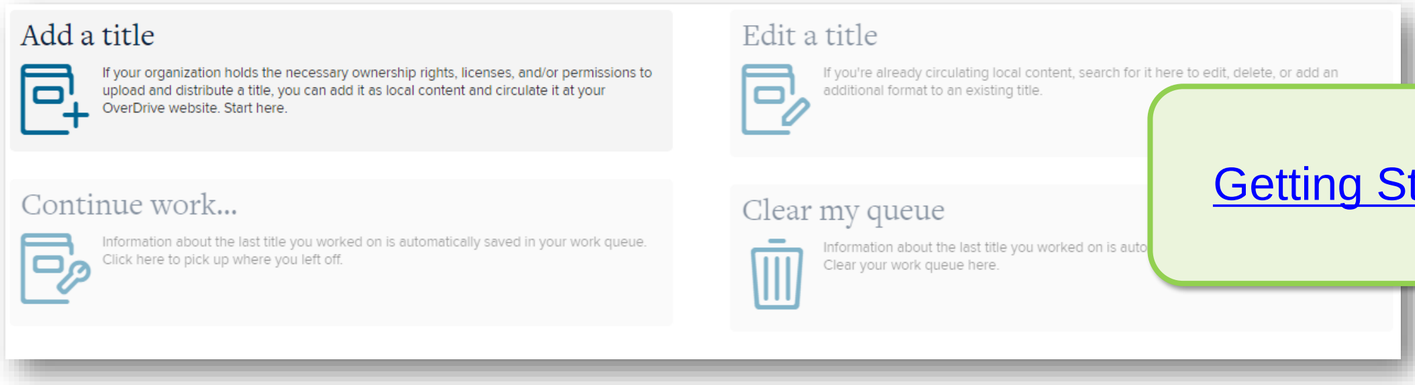
Local Content

Add locally created eBooks, audiobooks, and video to your digital collection



- Digital books by local authors
- Interviews
- Educational materials
- Historical documents
- Original video





[Getting Started with Local Content]

MARC records

eBibliofile:

- $1.00 USD / record
- Full, ready-to-load MARC records

OCLC

- $1.50 USD / record
- Full, ready-to-load MARC records
- Local editing available

BDS (UK only)

- Free with BDS subscription
- Full, ready-to-load MARC records
- Local editing available

OverDrive MARC Express

- Free
- Download right from Marketplace.
- Download consortium and Advantage MARC Express records in the same place.
- Download multiple MARC Express deliveries at once.
- Create ad-hoc MARC Express records by Title ID, Reserve ID, Cart ID, PO ID, Date Range.
- Simplify backdated or redelivery options.

MARC record ordering preferences

Where?

marketplace.overdrive.com.

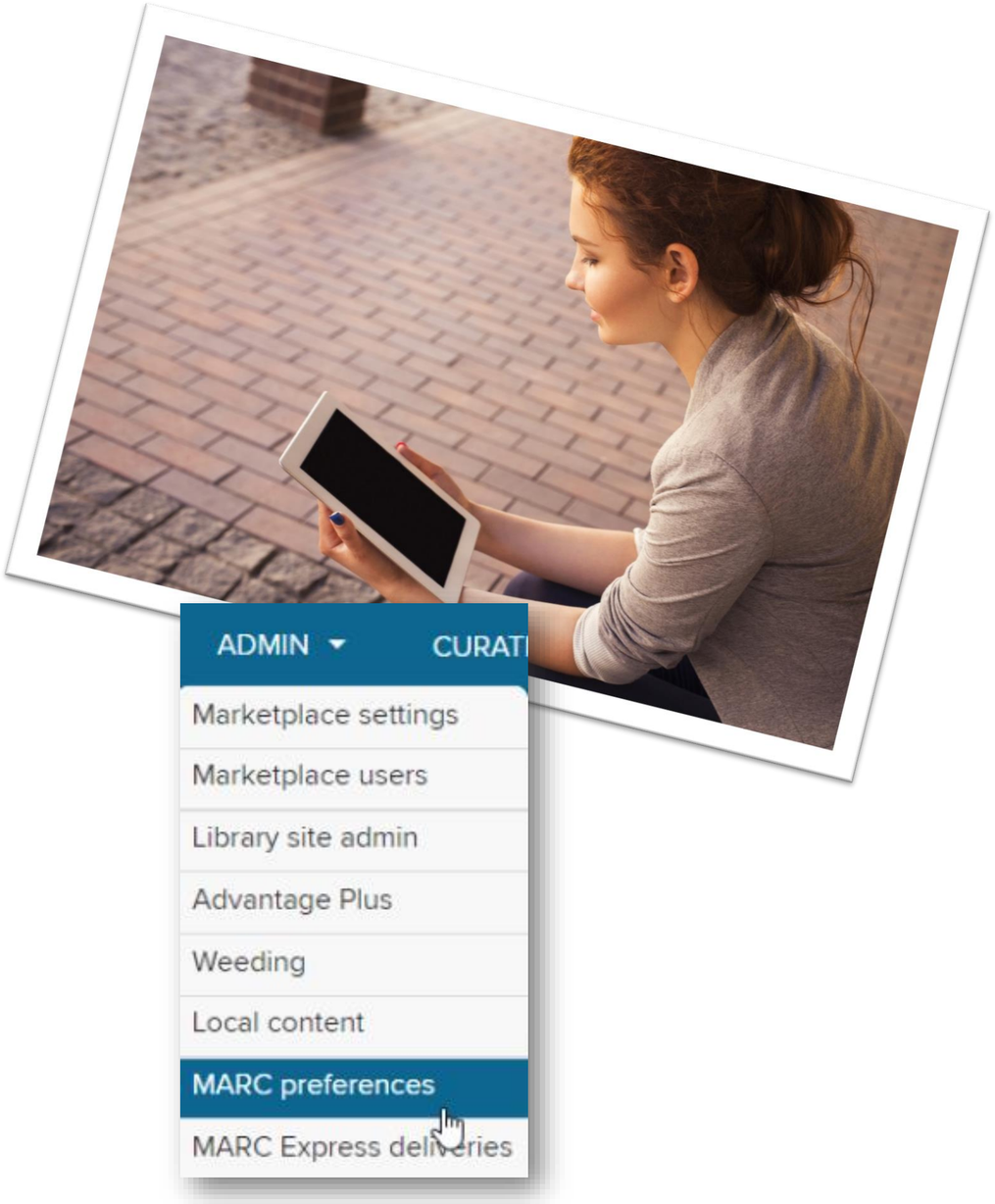
Admin > MARC preferences

What?

Choose whether to order MARC records for each lending model.

Explore your options for MARC record providers, and verify your current provider.

Note: This task requires ‘MARC preferences’ permission.



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MARC Express deliveries

Where?

marketplace.overdrive.com.

Admin > MARC Express deliveries

What?

Search deliveries to find, select, and download MARC Express deliveries.

Create custom file to search for specific titles and download those records.

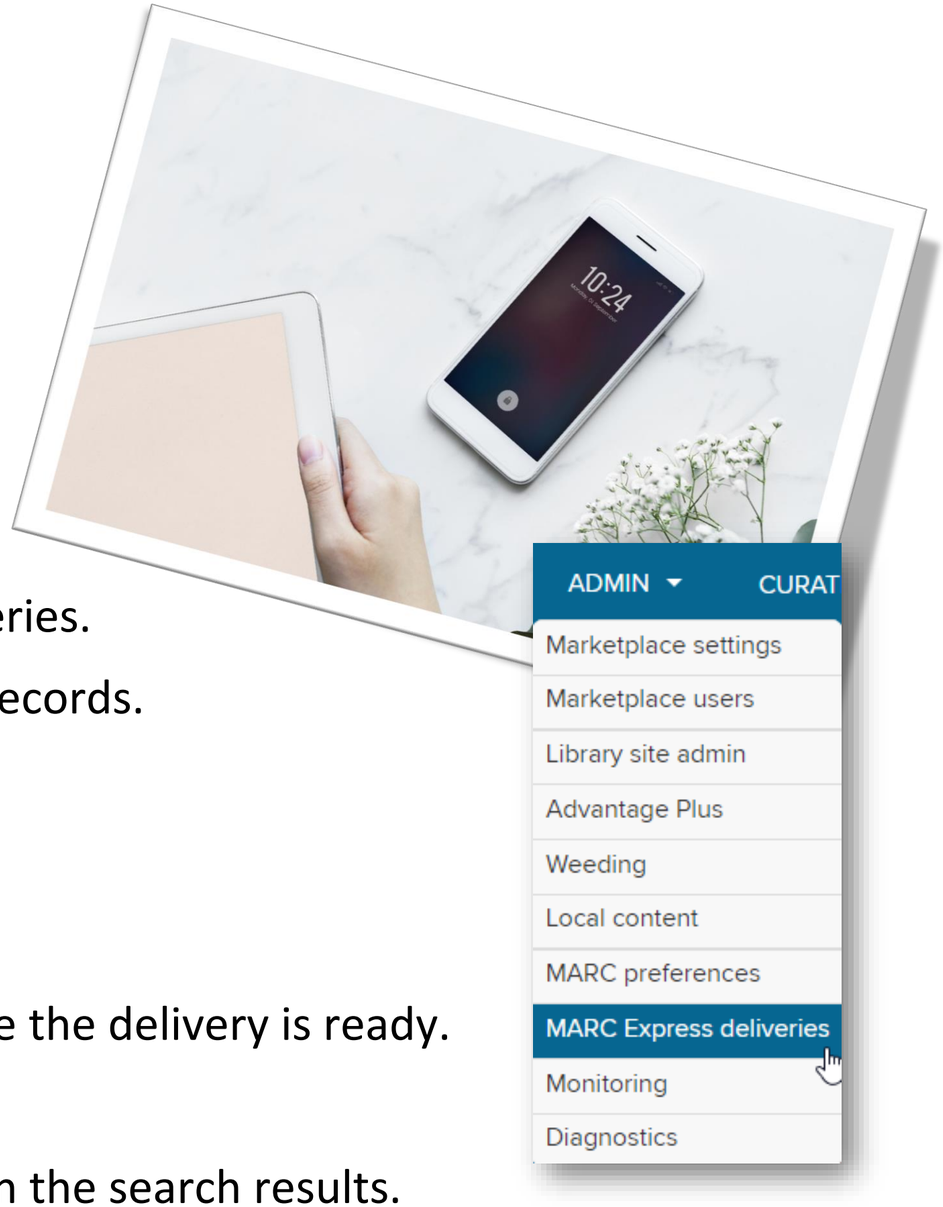
Create backdated file to download all records in your collection.

Notes

You'll receive one delivery per day and will be notified by email once the delivery is ready.

Records are downloaded in a .zip folder.

See all titles in a order by clicking on the hyperlinked delivery date in the search results.



Note: This task requires 'Download MARC records' permission.

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DEMONSTRATION

Next Steps

Learn more

Visit resources.overdrive.com > Staff Training > OverDrive Marketplace to view modules on:

- Advantage Plus
- Weeding
- Content access levels
- Local content
- MARC records preferences and MARC Express

Visit help.marketplace.overdrive.com.

Contact us

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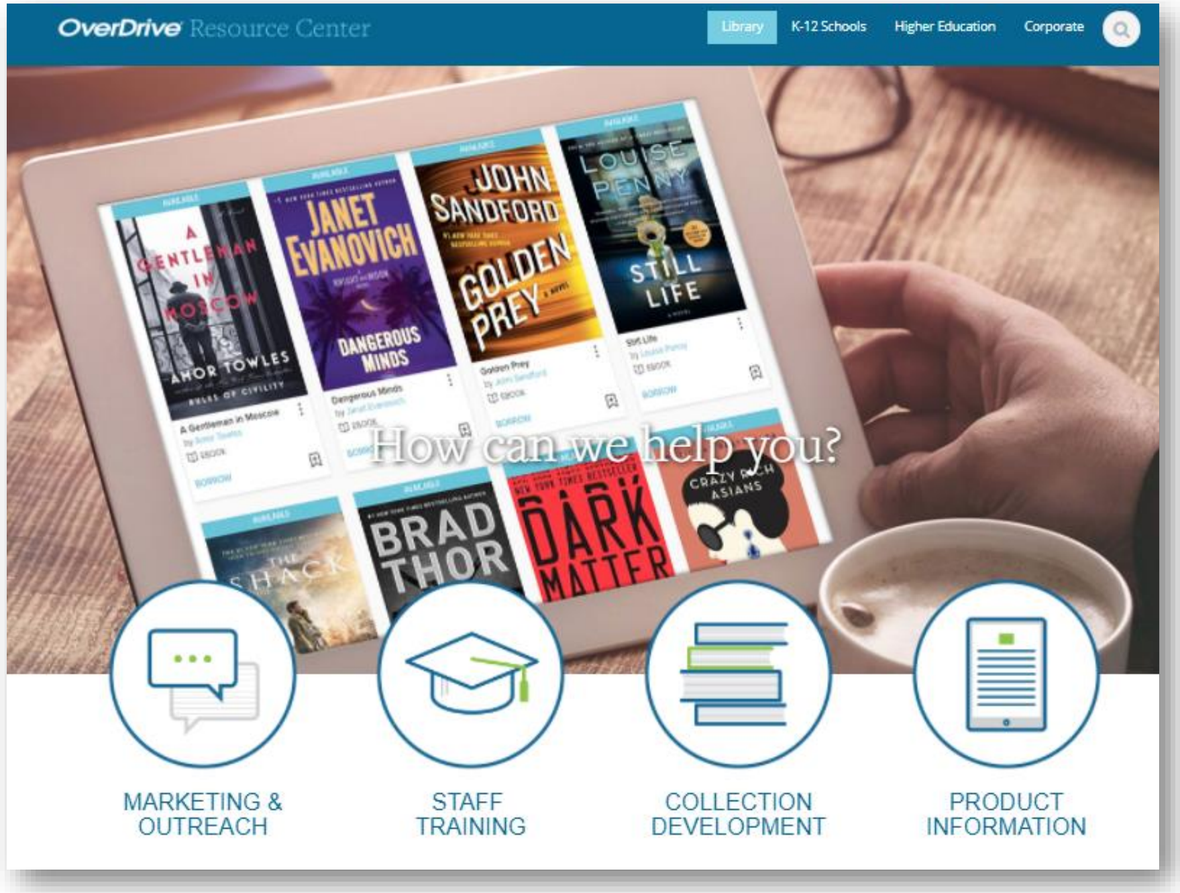

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THANK YOU

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