

**ISearch – “Featured Titles” for Book River – NEW ITEM display**

**SEE:** <https://www.infohio.org/campus/learning-pathways/course/isearch-for-librarians/isearch-customizations#isearch-customizations-book-river> for details about ISearch

This report will let you generate a list of items in your library for many purposes (as desired). These titles will appear in your local library ISearch link as a “Book River”.

You may run this report whenever you want to update the list – the list should be updated overnight.

You can generate a **new report** each time, or set up a **template for a specific need** (such as CIVIL WAR items, or DR. SEUSS items). Or you can **set a date range** to select your NEW ITEMS for display in the Book River.

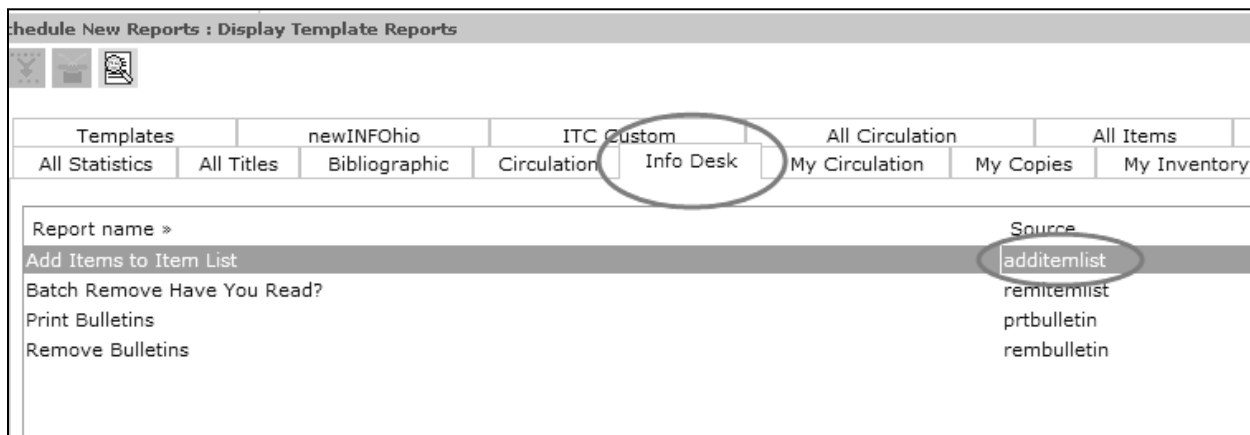
**NOTE:** Each library can have their OWN Book River selection in ISearch, selecting the items to be displayed as desired. EACH TIME YOU RUN A NEW REPORT, THE **OLDER ITEMS ON THE BOOK RIVER ARE REMOVED, THE NEW ITEMS ON THE BOOK RIVER ARE SET UP.**

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This report setup will set the book river to your **NEW items** – you will use the DATE CREATED selection in your report.

Procedure (set report for **NEW items** to the library):

1. **Notify** your ITC to turn on ISearch Book River. *ITC staff will need one day prior notification to set necessary policies/reports.*
2. **Select** from Schedule New Reports / **Info Desk** tab the “Add Items to Item List” (additemlist) report.



3. Selections for report:

- a. Basic tab - set name of report to “**ISearch NEW items**” (use a term you will recognize). In description line **add** *ITEM SELECTION TAB - USE DATE CREATED* as a reminder.

The screenshot shows a tabbed interface with the 'Basic' tab selected. The 'Report name' field contains 'ISEARCH NEW items'. The 'Description' field contains 'ITEM SELECTION TAB - USE DATE CREATED'. The 'Title' field contains 'Add Item List'. The 'Footer' field is empty.

- b. Information Desk tab:

**Select** YOUR library **ISRCH** code from the drop-down menu.

The screenshot shows the 'Information Desk' tab selected. The 'Information Desk' dropdown menu is open, displaying a list of codes: ISRCHDLFN, ISRCHDLHS, ISRCHDLLD, ISRCHDLMS, LOCALAUTH, MAGAZINES, and MYSTERY. The 'Type' field is also set to ISRCHDLFN.

c. **Select** the "Item" radio button.

d. **Item Selection** tab

Enter your **Library**.

Enter **Item Group**  
(if preferred): Fiction /  
Easy/Nonfiction ...etc.

Use the **Date Created gadget** to select the time period you desire: **after** a certain date or a specific date range selection.  
(You may wish to eliminate such items as **EQUIPMENT** or **TEXTBOOKS** from your **Item group** selection.)

Gadget: Date Range

On Before After

Range No date Any

Use data for this period [ ] thru [ ]

d. **Save** report as a template (**change DATE selection each time you run this NEW ITEMS template**).

**NOTE:** Before you actually run the Add Items to Item List report, you may wish to run a CAT: Shelflist with the same selection criteria to verify that you will be selecting the items that you expect.

e. **Run** the report. This will update the MARC records for ISearch. Older Book River titles (if they exist) will be removed and your new ones added.

f. The updated book river will appear in your library's ISearch the next day.

**NOTE:** You will not be presented with a list of titles in your finished reports. This report only updates the ISearch Book River.