Gold Rush Staff Toolbox

Settings Module Documentation

Gold Rush Settings Module

The Settings module is the place you go to work with Gold Rush related information for your site and your IP addresses. The module has two sections *Public Customization* and *User Management*.

Public Customization

Gold Rush version 3.0 introduces many new possibilities for customizing the public interface. There are new settings that affect how Gold Rush looks, and some settings that affect how Gold Rush behaves. Some settings can be over-ridden by a user for an individual web session, and some cannot. All of the new customization settings can be altered through the Gold Rush Staff Toolbox, either by selecting from a group of defined options, or through the use of Cascading Style Sheet (CSS) style sheets and html files.

The level of customization is up to each library, and can range from minimal or no customization to a complete change of colors, fonts, and graphics. This means that each library can commit as much or as little staff time to the customization process as is appropriate. To use minimal customization, you simply need to be able to use a web browser and be somewhat familiar with HTML. To accomplish higher levels of customization, you will need a greater understanding of HTML and familiarity with the Cascading Style Sheet standard (CSS).

This guide will describe these new customization settings, exactly what it is they do, and how to change them using the Gold Rush Staff Toolbox.

There is also a new version of the "Current Public Customization Settings" report in the Reports section of the Gold Rush Staff Toolbox. It will give you a complete rundown on all of your current settings, and will be a good place to start when beginning to customize Gold Rush for your library.

Getting Started

Begin by using your web browser to access your Gold Rush Staff Toolbox. Once logged in, select the "Settings" button from the main menu. The following menu will appear.

This is the Settings Menu. The first three menu items allow you to modify the way your public interface works and looks.

Manage Preferences

Preferences include a number of settings that affect the way Gold Rush behaves for your users. There are two Preferences tabs, one for basic configuration settings, and one for setting your default libraries. The "Main" tab includes settings like how many records should be included on each result page, or whether you want the Basic Search form or the Advanced Search form to be the default search form. This tab also includes settings that allow you to change how Gold Rush displays date information for each resource.

The "Default Libraries" tab allows you to select a set of libraries from the other libraries that share your Gold Rush installation. This list of libraries is used to determine which libraries a user will see results for when performing a search or browse in the Gold Rush database.

Manage Style Settings

Style settings include elements that affect the way Gold Rush looks for your users. These include the banner displayed at the top of each Gold Rush page, the welcome message that is displayed when your users first access Gold Rush, and which Gold Rush Menu is displayed for your users.

The Style settings section also allows you to upload graphic files included in your Library Banner or Welcome Message, and even lets you manipulate the CSS style sheet used in Gold Rush, allowing you to change font faces and sizes as well as the color of labels and other elements in the Gold Rush public interface.

Manage Targets and Proxy Servers

Targets in the public interface of Gold Rush include simple links (Go To Targets), allowing your users to jump from Gold Rush to other useful web sites or services. They also include more complex links (Send To Targets), which allow your users to repeat their current search to another system, like your local catalog. You can also configure the way Gold Rush will build links directed at your local catalog
With this version (3.0) of Gold Rush, we're introducing a new way to build links that go through your proxy server. The Edit Proxy Settings of this section allows you to set your proxy server's address, so Gold Rush can "wrap" your proxy server around standard database or journal level urls.

Manage Preferences

Manage Preferences -- Main

Your Library

The top section of this form, labeled "Your Library," lists your official Gold Rush name for your library and your Gold Rush Library Code. These are here for your information only. You cannot change these two items.

General Settings

This form shows your current settings for some basic configuration options. You can change any settings by selecting a different item in a drop-down box, or by altering the text in a text box. After changing any of the settings, be sure to click the "Update" button to save your settings.

Default Page:
    The Default Page is the Gold Rush page you want to greet your users when the first access your Gold Rush website. The default is the "Welcome Page," where you can give your users any special instructions or other information in a customized welcome message. The other options are the Browse Menu and Article Finder. Individual users cannot override this setting during a Gold Rush session.

Records Per Page:
    This setting determines how many records are displayed on a search results page. A user can override this setting during a Gold Rush session. It does not affect the number of results displayed on the browse results page

Exit URL:
    This setting determines where your users will be sent when they click the "Exit" button on the Gold Rush Menu. This should be a full URL, beginning with" http://." A user cannot override this setting.

Search Settings

Default Search:
    This setting determines whether your users get the Basic Search Form or the Advanced Search Form when they first access Gold Rush. Once in Gold Rush, a user can change search forms, so users can override this setting during a Gold Rush session.

Basic Search Type:
    This setting determines which of the available Gold Rush searches will be used when your users are searching through the Basic Search Form. The available searches are: Keyword, Journal Title, Database Title, Subject, and ISSN.

Search Order:

> This setting allows you to change the order of the available searches in the search type drop-down menu on the Advanced Search Form. The search type you list as number 1, will be the default search for users searching through the Advanced Search Form. To change the order, set the numbers in the "Order" column for each search type to rank the searches the way you want them sorted.

Full Record Settings

These settings change the way a Full Journal Record is displayed in Gold Rush Public.

Display Local Full Text:

> This setting determines whether or not to include a section labeled "Full Text Resources in Your Library" on the Full Journal Title Record page. If you have loaded your print resources or other locally held resources into Gold Rush as a database, you probably want to display this section. Otherwise, you probably want to leave this set to "N." A user cannot override this setting.

Display Indexing Resources:

> This setting determines whether or not to include a section labeled "Indexing (non full text) Resources" on the Full Journal title Record page. If you want to use Gold Rush as a tool to find Full Text resources only, you probably do not want this section displayed. Otherwise, you probably want to leave this set to "Y." A user cannot override this setting.

Display Provider on Full Journal Record:

> This setting determines whether or not the provider's name is included in the display of each resource. If you choose to include the provider, it will display beneath the database name for each resource. With this set to 'Y' a full record will look something like this:

Full Text Resources Online		
Link	Database	Dates Available
	Business Source Premier (EBSCO INDUSTRIES)	2003-12-01 - current

Date Range Separator:
Allows you to set the character or word that will be displayed between start and end dates for each resource. The default is a "-", but you can replace that with "through," "to," or anything else you think is appropriate.

Full Text Resources Online		
Link	Database	Dates Available
	Business Source Premier	2003-12-01 through current

Blank Dates:
Allows you to set the character, word, or phrase that will be displayed for a resource if Gold Rush does not have any date information for that resource.

Indexing (non full text) Resources		
Link	Database	Dates Available
	ArticleFirst	N/A

Open End Dates:
This setting allows you to change the way Gold Rush displays current, or open-ended subscriptions. By default, Gold Rush will display the word "current" where the end date would be. You can change this to any word or phrase, or you can tell Gold Rush to display the date of the current day (the day the user is searching Gold Rush). If you want the current date to display, set Open End Dates to 'NOWDATE'. The sample below was produced on September 21st, 2004.

Full Text Resources Online		
Link	Database	Dates Available
	Business Source Premier (EBSCO INDUSTRIES)	2003-12-01 - 2004-09-21

Open End Dates:

   This setting allows you to change the way Gold Rush displays current, or open-ended subscriptions. By default, Gold Rush will display the word "current" where the end date would be. You can change this to any word or phrase, or you can tell Gold Rush to display the date of the current day (the day the user is searching Gold Rush). If you want the current date to display, set Open End Dates to 'NOWDATE'. The sample below was produced on September 21st, 2004.

Manage Preferences -- Default Libraries

Your Default Libraries are the libraries that will be included in results pages and on full records. By default, Gold Rush includes a tab for each library you select here on result pages. The "No Library Affiliation" selection will include a tab for results that are not based on a particular library's holdings, but on the full set of all items included in the Gold Rush database. This is the equivalent of selecting "All Gold Rush Content" from the Change Library menu in previous versions of Gold Rush. A user can override this setting during a Gold Rush session.

You might select libraries that are geographically close to yours and de-select others if you feel that your users are most likely to be interested in the holdings of the libraries they can travel to easily. Or, if your library tends to do most Inter Library Loans with four or five libraries, you could select them and de-select the others.

Manage Style Settings

Manage Style Settings – Library Banner

The Library Banner is an optional element in Gold Rush, displayed at the top of all Gold Rush pages. If you choose not to use a banner file, that section simply won't appear at the top of each page. In this case, the Gold Rush Menu would be the first element on each Gold Rush page.

Your Library Banner is stored in a plain text file with HTML markup. This file is not a complete HTML file in that it does not contain the standard "<html><head>…</head><body>…" tags. Instead, your library banner file should be an HTML table with whatever content you feel is appropriate for your library.

A simple library banner file might have the following content.

```
<table width="100%" border="0">
    <tr>
        <td width="30%">
            <img src="/imgs/libimgs/aurlogo.gif" border="0">
        </td>
        <td width="70%" align="center">
            Auraria Library's Gold Rush
        </td>
    </tr>
</table>
```

The only requirements for the library banner file is that it begin with a table tag, using a width attribute of 100% (<table width="100%">), and that it end with a close table tag (</table>). What you put in the table is up to you. More advanced HTML writers can use nested tables within this table.

If your table includes any graphic files, you will need to upload the graphic files to our server. Using the Gold Rush Staff Toolbox to upload your files will put them in a directory you can reference as "/libfiles/YOUR_GR_INSTITUTION_CODE/youruploadedfile.gif" in your IMG tag's SRC attribute. For example, Auraria Library's institution code is 001_AUR, so their images are in the directory "/libfiles/001_AUR/". You can use either gif or jpg images.

Whenever you update your banner file using the editing form or by uploading a new file, the page will be refreshed, and you should see your changes reflected in the "Current Banner File" section. In addition, your changes will be immediately reflected in the Gold Rush public interface, so you can go look at them as soon as you make changes.

If your library already has a banner file, it will show up with a section label of "Current Banner File: *filename*." If you do not have a banner file, you will see the message "No banner is defined for your library."

You can use the form labeled "Edit Your Banner File" to create a new banner file or to edit your existing banner file. After making any changes, be sure to click the "Update" button to write your new information to our server.

Note: If you have a complicated banner file, we suggest that you edit it in your normal HTML editing environment, saving the file on your local pc, then use the "Upload A New Banner File" form to upload your file. It is also good to note the filename of your current banner, and use the same filename for your new files. If you want to keep a copy of your current banner file, you can select

everything in the textarea, copy it, then paste it into a local file for your archives.

Use the form at the bottom of the page to upload any graphic files that you use in your banner file. Be sure to name your new file something that is meaningful to both you and to Gold Rush. We ask that you follow the convention of prepending your Gold Rush Institution Code to your filename. For example, if you were going to name your file "newbanner.html," and your Gold Rush Institution Code is "001_AUR," name your file "001_AUR_newbanner.html."

Note: It is best to upload any graphic files you will need before you begin editing your banner file. All changes you make here are reflected in the Gold Rush public interface as soon as you make them. So, if you update the banner file with references to graphic files that are not yet on the server, your users will be seeing a banner with broken links until the graphic files are uploaded.

Note: You can also upload HTML and graphic files using the "Upload Files" tab described later.

Manage Style Settings – Welcome Page

The Welcome Message and the Welcome Label are required elements. You can use the Welcome Message to provide all types of information for your users. You can include links and small graphics, or instructions on how to get started with Gold Rush. The default Welcome Message describes Gold Rush and gives some very basic instructions. You can either use the default message, or you can create a custom file for you library.

Like the Library Banner, your Welcome Message is also stored in a partial HTML file, beginning and ending with a table and close-table tag.

The default Welcome Message file looks like this:

```
<table width="100%" border="0">
   <tr>
     <td class="contentmed">
       <p>
       Gold Rush is a tool to help you find the best databases to search for information on a specific
topic or from a specific journal. Gold Rush will also help to determine whether or not you have access
to a particular database. If you do have access to a database, Gold Rush will provide you with a link to
search that database.</p>
       <p>
       You can begin simply by entering a term in the Search Term field to the left, selecting a search
type from the drop down field, then clicking "Search".</p>
       <p>
       If you are at a computer in your library, your institution will automatically be set. If you are
using Gold Rush from somewhere outside your library, be sure to select an institution (library) that you
are affiliated with. Most of the databases you will connect to will ask for your name and your library
card number, so have that information ready.</p>
       <p>
       To select your institution, choose from the drop down field, then click "Change". </p>
       <p>
       For more information about Gold Rush or how to use it, click on the "Help" link above.</p>
     </td>
   </tr>
</table>
```

This page includes three forms – one for changing the label that appears above your Welcome Message (your Welcome Label), one for editing the Welcome Message itself, and one for uploading a Welcome Message file.

You can change your Welcome Label by changing contents of the text box labeled "Welcome Label," and then clicking the "Update" button beside the Welcome Label textbox.

To change your Welcome Message, you can edit the HTML in the textarea, and then click the "Update" button below and to the right of the textarea.

You can also change your Welcome Message by using the "Upload a New Welcome Message File" form to upload a locally produced HTML file.

Note: If your Welcome Message contains any graphic files, you can upload them on the "Library Banner" tab or on the "Upload Files" tab described later.

Manage Style Settings – Gold Rush Menu

The Gold Rush Menu provides all of the navigation links that allow a user to interact with Gold Rush. You can choose one of the five pre-defined Gold Rush menus, or you can select the "No Menu" option.

Each of the pre-defined Gold Rush menu is followed by a radio button labeled "Use Gold Rush Menu #." Your current menu is the one with the selected radio button labeled "Current Menu" in red.

You can change your menu by clicking in the radio box following the menu of your choice, then clicking the "Update" button at the bottom of the page. Your changes will immediately be reflected in the Gold Rush public interface.

If you choose the "No Menu" option, you will have to create your own menu and include it in your banner file. Your menu should include links for the normal menu items – Search, Browse, Article Finder, Preferences, Go To, Help, and Exit. You do not have to include all of these links in your menu. For example, if you do not want your patrons to be able to change any preferences, you do not have to include a link to the Preferences page. You are not required to include an "Exit" link, but if you do, it will make your testing much easier.

Each menu link should begin with "/index.cfm?fuseaction=". Each page has a different fuseaction, so the rest of the link depends on the page you are linking to. The standard Gold Rush menu items are listed below.

MENU LINK	DESTINATION
/index.cfm?fuseaction=Welcome	Gold Rush Start/Home Page
/index.cfm?fuseaction=Browse	Browse Resources Page
/index.cfm?fuseaction=Article%20Finder	Article Finder Page
/index.cfm?fuseaction=Preferences	Preferences Page
/index.cfm?fuseaction=Go%20To	Go To Page
/index.cfm?fuseaction=Help	Help Page
/index.cfm?fuseaction=Exit	Page defined as Exit URL in Settings (described above in "Manage Preferences")

If you'd like to see a good example of a Gold Rush menu defined within a library banner, go to http://byu.goldrush.coalliance.org/, and click on the link labled "Brigham Young University – Provo".

Note: The "Exit" link is used to gracefully end a Gold Rush session by expiring the Gold Rush cookie in the user's browser. Since many users don't exit or logout on websites that offer such a link, it is tempting to leave it out. However, this does introduce a privacy issue on public access computers in the library, because a user walking up to a pc where the previous user did not exit, the new user will be able to figure out what searches the previous user did.

Many of the configuration changes you can make in the Gold Rush Staff Toolbox require that you exit and re-enter your Gold Rush public site to see the changes. If you do not include an exit link, you will have to manually clear out Gold Rush cookies in order to see these changes.

Manage Style Settings – Style Sheet

Gold Rush uses a style sheet, following the CSS2 specification, to control the font faces, font sizes, font colors, and background colors of most of the page content on any Gold Rush page. Gold Rush has a default style sheet, so you are not obligated to create a new one, but if you want to make the Gold Rush public interface look and feel more like other web pages in your library's webspace, you can define a new style sheet that accomplishes that.

If you want to learn more about Cascading Style Sheets and the CSS2 specification, you might want to start at http://www.w3c.org/Style/. You will also want to get a book or two. For a good introduction, you might try:

> Teague, J.C. 2004. *DHTML and CSS for the World Wide Web: Visual QuickStart Guide.* Peachpit Press.

For a more thorough discussion, try:

> Mayer, Eric A. and Richard Koman. 2000. *Cascading Style Sheets: The Definitive Guide.* O'Reilly.

As you begin to work with style sheets, you will see that one of the ways you can manipulate web page elements is by defining certain styles to go with certain HTML tags. Another way is through the creation of style definitions called "classes" that can be applied to many HTML tags. Gold Rush uses both of these methods.

The default Gold Rush style sheet includes one tag definition for the <BODY> tag. It also defines a number of generic classes that are applied to various HTML tags throughout the Gold Rush public interface. If you create your own style sheet, you need to use the same class names that are in the default style sheet, but you can change the style definition for the classes.

The Default Gold Rush Style Sheet

```
body {
        background-color: #ffffff;
}
.labellarge {
        font-family: Verdana, Arial, Helvetica, sans-serif;
        font-size: .85em;
        font-weight: bold;
        background-color: #000000;
        color: #ffffff
}
.contentlarge {
        font-family: Verdana, Arial, Helvetica, sans-serif;
        font-size: .85em;
}
.labelmed {
        font-family: Verdana, Arial, Helvetica, sans-serif;
        font-size: .75em;
        font-weight: bold;
        background-color: #555555;
        color: #ffffff;
}
.contentmed {
        font-family: Verdana, Arial, Helvetica, sans-serif;
        font-size: .75em;
}
.labelsmall {
        font-family: Verdana, Arial, Helvetica, sans-serif;
        font-size: .7em;
        font-weight: bold;
        background-color: #CCCCCC;
}
.contentsmall {
        font-family: Verdana, Arial, Helvetica, sans-serif;
        font-size: .7em;
}
.result_odd {
        font-family: Verdana, Arial, Helvetica, sans-serif;
        font-size: .75em;
        background-color: #cccccc;
}
.result_even {
        font-family: Verdana, Arial, Helvetica, sans-serif;
        font-size: .75em;
        background-color: #ffffff;
}
.result_table {
        border-style: solid;
        border-width: medium;
}
.error {
        font-family: Verdana, Arial, Helvetica, sans-serif;
        font-size: .75em;
        color: #ff0000;
}
.tab_active {
        font-family: Verdana, Arial, Helvetica, sans-serif;
        font-size: .7em;
        background-image: url(/imgs/tab_active.gif);
        background-repeat: no-repeat;
}

.tab_inactive {
        font-family: Verdana, Arial, Helvetica, sans-serif;
        font-size: .7em;
        background-image: url(/imgs/tab_inactive.gif);
        background-repeat: no-repeat;
}
```

The first style definition in the default style sheet is for the <BODY> tag, and the only style we're setting is a background color. If you wanted to change the background color of all the pages in your library's Gold Rush, you would change the hexidecimal color code. All of the other items in the default style sheet are classes which can be applied to any HTML tag.

The chart below will tell you where the different classes are used. For a more visual description of the classes used in Gold Rush, print out a copy of the document *Gold Rush Public Pages*.

CSS Style Sheet Classes in Gold Rush

CSS Class	Page or Element	Default Style
Labellarge	Full Journal Record Full Database Record	font-family: Verdana, Arial, Helvetica, sans-serif; font-size: .85em; font-weight: bold; background-color: #000000; color: #ffffff
Contentlarge	Browse Bar (Alphabet Bar)	font-family: Verdana, Arial, Helvetica, sans-serif; font-size: .85em;
Labelmed	Full Journal Record Full Database Record Welcome Label Preferences Go To Help	font-family: Verdana, Arial, Helvetica, sans-serif; font-size: .75em; font-weight: bold; background-color: #555555; color: #ffffff;
Contentmed	Full Journal Record Full Database Record Article Finder Email Form Go To Search Forms Record & Page Navigation Welcome Message Help	font-family: Verdana, Arial, Helvetica, sans-serif; font-size: .75em;
Labelsmall	Full Journal Record Article Finder Browse Form Search Forms Go To Search Information	font-family: Verdana, Arial, Helvetica, sans-serif; font-size: .7em; font-weight: bold; background-color: #CCCCCC;
Contentsmall	Browse Results Search Information ISSN Selection	font-family: Verdana, Arial, Helvetica, sans-serif; font-size: .7em;
Result_odd	Browse Results Search Results	font-family: Verdana, Arial, Helvetica, sans-serif; font-size: .75em; background-color: #cccccc;
Result_even	Browse Results Search Results	font-family: Verdana, Arial, Helvetica, sans-serif; font-size: .75em; background-color: #ffffff;
Result_table	Browse Results Search Results	border-style: solid; border-width: medium;
Error	Article Finder Errors Email Errors Search Errors Full Journal Record (not found)	font-family: Verdana, Arial, Helvetica, sans-serif; font-size: .75em; color: #ff0000;
Tab_active	Browse Results Search Results Full Journal Record Full Database Record	font-family: Verdana, Arial, Helvetica, sans-serif; font-size: .7em; background-image: url(/imgs/tab_active.gif); background-repeat: no-repeat;
Tab_inactive	Browse Results Search Results Full Journal Record Full Database Record	font-family: Verdana, Arial, Helvetica, sans-serif; font-size: .7em; background-image: url(/imgs/tab_inactive.gif); background-repeat: no-repeat;

You can use the form labeled "Your Current Stylesheet File" to edit the style sheet for your library. If you have not created a custom style sheet, the style sheet that is loaded into the editing form will be the default Gold Rush stylesheet.

You can use the form at the bottom of the page labeled "Upload a New Stylesheet File" to upload a locally created CSS style sheet file. If you choose this option, name your stylesheet "YOUR_GOLD_RUSH_INSTITUTION_CODE_grpub.css." For example, "001_AUR_grpub.css." Even if you don't name your stylesheet file according to this format, Gold Rush will rename your file to this format, which will be confusing later on if you name it something else on your local system.

Manage Style Settings – Upload Files

The last tab in the Manage Style Settings area is the "Upload Files" tab. You can use this page to upload any of the files that can be edited on the previous tabs. This page is a shortcut for those of you who want to create your files locally, and then upload them to our server.

Remember that the "Upload an Image File" form can be used for image files that are used in your Welcome Message or in your Library Banner.

Manage Targets and Proxy Server

Manage Targets

In the public interface of Gold Rush, there are a number of ways to jump to another system or website. Each of these remote systems is considered a "Target." With Gold Rush V4, you can add, edit, and delete your own set of targets. The targets you define can be library systems, database systems, or web search engines.

One type of target is a "Go To" target. Go To targets are systems that Gold Rush can link to with a URL that does not repeat a search, but simply links to the remote system. These links are displayed on the "Go To" page accessed by the "Go To…" menu item in the Gold Rush Menu.

Another type of target is a "Send To" target. Send To targets are systems that Gold Rush can link into with a URL that will repeat a user's current search in the remote system. Send To targets are displayed on the "Go To" page accessed by the "Go To…" menu item in the Gold Rush Menu.

To begin adding a new target, use the "Add a Target" form at the top of the page. Once you have filled in a target name and base URL, you can click the "Add" button. Setting the Go To or Send To fields is optional. By default, Gold Rush will add the new target to both your Send To and Go To lists. You can change these settings later if you wish.

Using the "Your Current Targets" form, you can also click on the name of a currently defined target, to edit the details for that target, or to delete it. In addition, you can change the order in which Gold Rush displays your targets on the Go To page and in Gold Rush Linker.

To change the order of targets, replace the current numbers in the "Order" column, ordering the targets as you wish, then click the "Change Order" button. You must change all the numbers in the list to reflect the order you want before clicking the "Update Order" button.

Whether you are adding a new target, or editing a current target, you will end up at the Target Definition screen.

On the Target Definition screen, you can edit the name or base URL of a target; select whether it is used as a Go To or Send To target, and add a description to the target. If you add a description, a "?" button will appear beside the target in Gold Rush Public, linked to a pop-up window with your description.

In order to use a target as a Send To target, or as a target in Gold Rush Linker, you must fill in the Target Search Parameters. The search parameters tell Gold Rush how to build a URL to the target system that will perform the types of searches that Gold Rush knows how to perform.

Gold Rush will start with the base URL, add the Search Prefix, if any, then add the search parameter for the type of search we want. It will continue building the URL with the current search term, then add anything in the search tail field for the search type.

For example, using the information above, if the user has performed a keyword search for "ceramics" in Gold Rush, then travels to the "Go To…" page, Gold Rush will build a link to the Prospector system (an INN-Reach union catalog in Colorado) in the following manner.

Prospector

Note: If you plan to use the target ONLY as a Go To target, you do not need to enter any information in the Target Search Parameters form.

Just below the Target Search Parameters form, there are links to a number of sample target definitions. If you are building links to a system that is similar to one of the samples, you may find these helpful. Target samples open in a new window.

The last section of the Target Definition screen, labeled Target GR Linker Settings, displays the current Gold Rush Linker settings for this target. In Gold Rush Linker, a target can be used for links that are based on an ISSN, an ISBN, or an Author's name.

Note: You cannot change the Gold Rush Linker settings from this screen. You must use the "Manage Gold Rush Linker" item on the Settings menu, or you can jump to the Manage Gold Rush Linker -> Link Selection screen using the link labeled "Manage Gold Rush Linker" at the top of this section.

Sample Target Screen for a CARL·Solution system

Target Type: CARL

Target Name:	CARLweb@DPL
Base URL:	http://catalog.denver.lib.co.us/
Search Prefix:	cgi-bin/cw_cgi?S100+REDIRX+doSearch_10_
Search Keyword:	W_
Search Keyword Tail:	
Search Journal Title:	T_
Search Journal Title Tail:	
Search Title:	T_
Search Title Tail:	
Search Subject:	W_
Search Subject Tail:	
Search ISSN:	I_
Search ISSN Tail:	
Search ISBN:	
Search ISBN Tail:	
Search Author:	N_
Search Author Tail:	

Close

This is a target sample, describing a CARL·Solution system.

The Search Prefix is any string that needs to be included after the base URL for all search types.

The Search Keyword is the string that will be added to the base URL and the search prefix to perform a keyword search in the target system.

The current search term will be added to the URL at this point.

The Search Keyword Tail is any text that must be included in the URL after the search term.

Other search types follow the same pattern as the keyword search.

If the target does not support a Journal Title search, use the same search parameters you would use for a title search.

Manage Targets and Proxy Server – Edit Proxy Settings

With this version of Gold Rush, we're introducing a new way to handle proxy servers and to build links that utilize a proxy server. You can still follow the original method, that is by adding Journal-level or Database-level URLs to the Gold Rush database which already include your proxy server's address. However, you can also set your proxy server address and type here, populate your Gold Rush database with simple URLs that do not include your proxy server, and let Gold Rush add your proxy server address to the URL before it displays the link. You can even use a mix of these two methods, using the full proxied URLs in the database for some journals or databases, but using the shorter URLs and these proxy settings for other journals or databases.

If you do not use a proxy server, or if you use an old style proxy server (one that requires the user to configure their browser), you can ignore this tab under the Manage Targets and Proxy Server section.

If you use either EZProxy, or III's proxy, you can use this form to tell Gold Rush about your proxy server. Add the URL of your proxy server in the "Proxy Server Address" box. As with all URLs stored in the Gold Rush Database, the URL should begin with "http://." It does not matter if you include a trailing "/" or not. Then, select the proxy type from the drop-down box (either EZ Proxy or III Proxy). When you are done, click the "Update" button to save your changes.

Note: Gold Rush Linker will also make use of this information when building article level links to a publisher's web site. Since many of the publisher article links are derived from a DOI or from the CrossRef service, those URLs are never stored in the Gold Rush database. Setting your proxy server information here will allow Gold Rush Linker to wrap such links with your proxy server information, allowing your users more graceful access to full text resources at publisher sites.

Manage My Sites IP List

This menu item allows you to add or delete IP addresses for your library or to edit existing IP addresses. Anyone that connects to the public interface for Gold Rush from one of the IP addresses in this section will be automatically assumed to be a part of your institution and your logo and holdings information will be displayed.
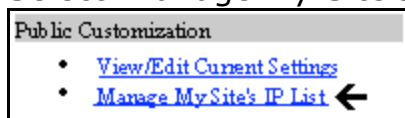
*How to Add a New IP Address/IP Range
*How to Edit a Current IP Address/Range
*How to Delete a Current IP Address/Range

How to Add a New IP Address/IP Range

1. Select Settings from the main menu.

2. Select 'Manage My Site's IP List' link from the Settings menu.

3. Use the Add an IP Address form to enter a new IP address for your institution.

4. Type your new address into the IP Address field, enter a description if you wish and then click on the "Add" button. The new address will immediately be added to the full IP list on your screen.

Succesfully Added New IP

Add an IP Address		
IP Address	Description	
		Add

Current IP Addresses			
IP Address	Description		
121.253.3	North Campus	Update	Delete
108.132	Colorado Springs Campus	Update	Delete
111.145.11.3	Business School	Update	Delete
133.6.10	Campus Computer Center	Update	Delete
121.253.4	Science Library	Update	Delete
121.37.4.23	Library School Online Lab	Update	Delete

Note: If you type in 111.111, the address 111.111.*.* will be assumed.

How to Edit a Current IP Address/Range

1. Select Settings from the main menu.

2. Select the 'Manage My Site's IP List' link from the Settings menu.
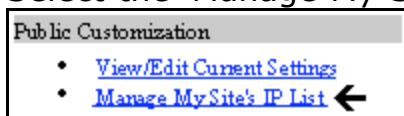
3. Find the IP address in the Current IP Addresses form that you wish to edit.

4. Edit the IP Address field and/or the Description field and click the Update button. The change will immediately display on your screen.

5. If you wish to delete an IP address, find the IP you wish to delete in the "Current IP Addresses" form and click the "Delete" button.
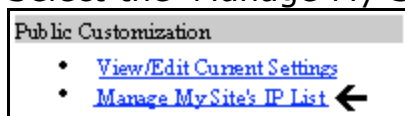
How to Delete a Current IP Address/Range

1. Select Settings from the main menu.

   Settings

2. Select the 'Manage My Site's IP List' link from the Settings menu.

   Public Customization
   * View/Edit Current Settings
   * Manage My Site's IP List ⬅

3. Find the IP address in the Current IP Addresses form that you wish to delete. For this example we are deleting the last entry for the Library School Online Lab.

Current IP Addresses		
IP Address	Description	
121.253.3	North Campus	Update Delete
108.132	Colorado Springs Campus	Update Delete
111.145.11.3	Business School	Update Delete
133.6.10	Campus Computer Center	Update Delete
121.253.4	Science Library	Update Delete
121.37.4.23	Library School Online Lab	Update Delete

4. Click the "Delete" button to the right of the IP you wish to delete. The IP address/range will be immediately removed from the list and the new IP list will display.
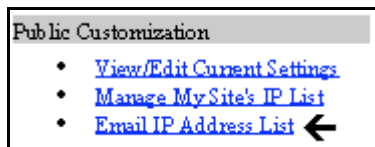
Email IP Address List

This menu item allows you to email the IP addresses for your library to anyone you wish.

1. Select Settings from the main menu.

    Settings

2. Select the 'Email IP Address List' link from the Settings menu.

    Public Customization
    *   View/Edit Current Settings
    *   Manage My Site's IP List
    *   Email IP Address List ⬅

3. Fill out the four fields and then click the Send Msg button:

    Email IP LIst

To:	vendor@vendor.com	
CC:	copyme@library.edu	
From:	myname@library.edu	
Notes:	Here is a space to enter whatever note you would like added to the email that is sent to the address listed in the "To" field (above).	Send Msg

To: The email address to which the list will be sent.

CC: Use this if you want a copy of the message sent to the address listed in the To: box or if you want to copy others people on the message.

From: Filling this box in with your own email address (for example) would then cause any reply's to the IP address email to go to you.

Notes: This is where you would put whatever text you would like to send with the IP list. It may be the name of your library or your contact information, etc.

4. You will get a confirmation that the email was sent.

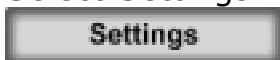Your IP List has been successfully emailed.
Return to Settings Menu

User Management

There are two functions available in the User Management area, *View Users* and *Add/Edit Users*. The View Users function is a read-only display.

View Users

1. Select Settings from the main menu.

2. Select the 'View Users' link from the Settings menu.

3. The Login Name, Full Name (display name) and Access Level for every user currently set up for your institution are displayed. This is a read-only screen, use the Add/Edit User link on the Settings menu to make changes to user logins or to see further information.
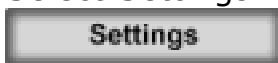
Current Users		
Login name	**Full name**	**User Level**
george	George Machovec	Admin
test	Chuck Smith	User
CD	Collection Development	User

Add/Edit Users

This menu item allows you to add new users for your institution or to change the full name, password or permissions for an existing user.
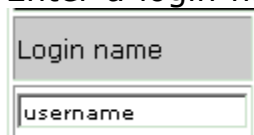
How to Add a New User

1.   Select Settings from the main menu.

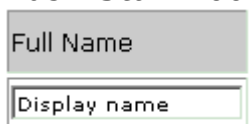
2.   Select the 'Add/Edit User' link from the Settings menu.

3.   Enter a login name (up to 255 characters).

4.   Enter a password (up to 255 characters). You will be able to see what letters you type for the password on this screen but this information will be encrypted once you save the new user.

5.   Enter a full name which will be displayed to the user when they are in Gold Rush Staff Toolbox (up to 25 characters)

6. Select the Access Level for this login, the list of Access Levels available will change depending on your own Access Level. Most people will be set up as a "User," however, you may want to have multiple "Admin" users so more than one person can edit the user information.

7. Click the "Add" button.

8. The Permission set up is next. The screen will display the entire list of possible functions. You can select entire groups of functions by clicking on the "Check All" button at the top of each grouping or you can designate specific functions within Gold Rush by checking the box to the left of that function. Those items that remain unchecked and unavailable to the user will not be displayed on their screen.

9. The permission list is divided by Module. The different sections include:

Cataloging (Cataloging Module)

Holdings_DB (Holdings Module, Database Holdings Section)

Holdings_Journal (Holdings Module, Journal Holdings Section)

Check All	UnCheck All	Holdings_Journal
☐		Add Gold Rush Journal to My Holdings
☐		Manage Journal URL's

Reports--Evaluation (Reports Module, Evaluation Tools Section)

Check All	UnCheck All	Reports--Evaluation
☐		Unique Titles List (lists titles unique to selected database)
☐		Compare Two Databases (compares journal lists)

Reports--Site (Reports Module, Site Reports Section)

Check All	UnCheck All	Reports--Site
☐		My Journal URLs (list of journal level URL's for a selected database)
☐		My Database Title Lists (lists the journals included in selected database)
☐		My Journal Providers (lists your site's Providers associated with a selected journal)
☐		My Database Providers (list of all Providers for your library)
☐		My Gold Rush Databases (lists all databases marked for your library)
☐		My Default Database URLs (lists database urls by Provider)

Reports--General (Reports Module, General Reports Section)

Check All	UnCheck All	Reports--General
☐		All Gold Rush Providers (lists all of the Providers included in Gold Rush)
☐		Journals by Subject (lists journal titles assigned selected subject)
☐		Databases by Descriptor (lists databases by subject)
☐		Gold Rush Default Database URLs (lists database urls by Provider)
☐		Gold Rush Database Journal Title Lists (lists of journals for any selected database)
☐		All Database Providers (list of all Providers in Gold Rush for any selected database)
☐		All Journal Providers (lists Providers associated with a selected journal)
☐		All Gold Rush Databases (lists all databases in Gold Rush)
☐		Gold Rush Default Journal URLs (lists journal urls by Provider and Database)

Reports--Settings (Reports Module, Library Settings Section)

Check All	UnCheck All	Reports--Settings
☐		Site Activity Report
☐		Current Users (lists all of the Gold Rush logins set up for your institution)
☐		Current Public Customization Settings

Settings_Public (Settings Module, Public Customization Section)

Check All	UnCheck All	Settings_Public
☐		View/Edit Current Settings
☐		Manage My Site's IP List
☐		Email IP Address List

Settings_Users (Settings Module, User Management Section)

Check All	UnCheck All	Settings_Users
☐		View Users
☐		Add/Edit Users

Subscriptions--Site (Subscriptions Module, Site Subscription Section)

Check All	UnCheck All	Subscriptions--Site
☐		Search Subscriptions
☐		Browse My Subscriptions
☐		Add New Subscription
☐		Manage Vendor Contacts
☐		Manage Site Contacts

Subscriptions--Ref (Subscriptions Module, Contract & Licensing Reference Section)

Check All	UnCheck All	Subscriptions--Ref
☐		ICOLC Electronic Resources Guidelines
☐		Licensing Digital Information: A Resource Guide for Librarians

10. Once you have 'checked' all of the appropriate permission boxes, click on the "Update" button which can be found at the top and the bottom of this page.

11. If you do not wish to make any changes, you can go on to another user or change to another Gold Rush Staff Toolbox function, select another menu option from the main menu at the top or click the "Cancel" button.

How to Edit an Existing User

1. Select Settings from the main menu.

2. Select the 'Add/Edit User' link from the Settings menu.

3. Find the user that you wish to edit in the "Current Users" Form and click the "Get Details" button that is to the right of the Full Name column.

4. You can edit the Full name or change the password in the "Login Details" form at the top of the screen or change any of the permissions associated with this user in the screen below.

5. Once you have made all of the changes you wish, click the "Update" button. The screen will be redisplayed to you, showing the changes.

6. To edit another user or to go to a different part of Gold Rush, click on the "Cancel" button.

Note: Once a user login has been created, you can edit all of the information except for the Login Name. If you need to change the login name for a user, you will need to delete the user record and then add a new one with the new login name.

How to Delete an Existing User

1. Select Settings from the main menu.

2. Select the 'Add/Edit User' link from the Settings menu.

3. Find the user that you wish to edit in the "Current Users" Form and click the "Delete" button that is to the right of the Full Name column.

4. The deletion will take place immediately and the user will be removed from your display.

5. To edit another user or to go to a different part of Gold Rush, click on the "Cancel" button.