Instructions for working in the COBISS Lib Application

User Manual

UNESCO

Regional Centre for
Library Information Systems and
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informacijske sisteme in informacijske
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1 Introduction

The new generation of COBISS Lib software is a web application with the same functionalities as COBISS3, but with a new user interface. The application works in common web browsers and can be used on various devices, including tablets and mobile phones.

COBISS Lib, V13.0, supports functionalities like local COBISS3 applications, but in version V13.0 some functionalities are not yet implemented .

> ⚠ **Simultaneous work in COBISS3 and COBISS Lib**
>
> For some time, it will still be possible to work in both COBISS3 and COBISS Lib, which means that changes, execution of procedures, etc. that were carried out in COBISS3 are also reflected in COBISS Lib and vice versa.
>
> You can be logged in to either COBISS3 or COBISS Lib with the same username, which means that simultaneous work with the same username in both applications is not possible.

Below, you will find presentation of the following:

- login to COBISS Lib
  - installing the COBISS DGW service
  - installing the signoPAD-API/Web service
- COBISS Lib user interface
  - COBISS Lib main window
  - finder
  - editor
  - viewer
  - Reports software module
  - history
  - shortcuts
- specially designed windows
  - **Card** window
  - data export
  - **Collection for loan** finder
  - **Calendar in publication pattern** window
- working in the **Settings and Administration** module
  - setting hotkeys for performing procedures
- tips for working in COBISS Lib
- how to start working in COBISS Lib

1.1 Login to COBISS Lib

COBISS Lib is a web application. A powerful internet connection and the use of one of the more commonly used web browsers (e.g. Chrome, Firefox, Edge, etc.) are prerequisites.

Log in to the COBISS Lib application from the home page at the link   https://bg.cobiss.net/bibl-rabotnici.htm, where in the **COBISS Lib** section you select the option **Log in to the real environment**. You enter the acronym or name of your library and then select your library from the drop-down list.

You can also log in to COBISS Lib by entering the web address **https://cs.cobiss.net/clib/akronim/** in your web browser, where you enter the acronym of your library as an acronym - e.g. for th Maribor Library with the acronym SIKMB, the online address for application is https://cs.cobiss.net/clib/sikmb/.

After clicking on the link, the COBISS Lib login window will appear, where you enter the username and password, which are the same as for working in COBISS3:

COBISS Lib login window

The work privileges are also the same as when working in a real COBISS3 environment.

> 💡 **Tips**
>
> Save the shortcut to access the COBISS Lib application to your favorite links or to your desktop so you can access your login faster.

> ⚠ **Notes**
>
> **Permission for pop-up windows in COBISS Lib** : in order to perform all procedures in the COBISS Lib application (e.g. creating reports), it is mandatory to enable pop-up windows for the web address of the COBISS application in the web browser Lib.
>
> **Inactivity time in COBISS Lib and automatic logout** : After one hour of inactivity in COBISS Lib, you will be automatically logged out of the application.

1.2 Installing the COBISS DGW service

To use peripheral devices such as printers, RFID-panels, cash drawer, etc., the library must install the COBISS DGW service. This enables communication between the COBISS Lib application and peripheral devices.

The table below provides an overview of the devices and services used by the library or that the library offers to users. For each, the   **SERVICE COBISS DGW** column indicates whether its installation is mandatory or not.

LIBRARY SERVICE/EQUIPMENT	COBISS DGW SERVICE	PARAMETER IN COBISS DGW	NOTE
Printers (labels, reports, lending forms/invoices)	YES	/	Simultaneous printing of lending forms, invoices, labels, statements, etc.
Bar code readers	NO		
Tax Verification of Invoices	YES	Edit TaxXX	In COBISS DGW we install the certificate for the tax cash register.
Non-cash debt settlement outside of the library only	NO		
RFID devices - material	YES	Manage Local Devices (RFID_book)	
RFID devices - membership cards	YES	Manage Local Devices (RFID_card)	
RFID - IZUM inventory	YES	Manage Local Devices (RFID_book)	
Cash register drawer	YES		
Signature pad	NO		Installation of the web service signoPAD API.
Security port	NO		
Self-checkouts	NO		
Parcel boxes	NO		
Printing all reports only from .PDF format	NO		
VALÚ	YES	Edit Valu	
POS terminal			Currently the use of the POS terminal is not integrated, but it can be used by entering the amount on the POS terminal.
Urbana			Not yet implemented.

The process of installing the COBISS DGW service and editing the settings are described in the instructions Installation and Settings of the COBISS DGW Service .

> ⚠ **Notes**
>
> You need administrator privileges to install the service on your workstation. This privilege is not required to edit individual settings in COBISS DGW.
>
> The COBISS DGW service is only available for the Microsoft Windows operating system. It is also not possible to install it on mobile devices, so it is not possible to print immediately, settle debts, etc.
>
> If we use network printers or a print server, a domain username and password must be used to log in to *Cobiss3JettyService*. This can be arranged during the installation of the COBISS DGW service according to the instructions Installation and Settings of the COBISS DGW service .
>
> It is also mandatory to install the COBISS DGW service and, within this service, to install the certificate from the *C:\Cobiss3Files\cert* folder, if the library is liable for tax certification of invoices and wants to perform debts settlement in COBISS Lib. The procedure is described in the instructions Installation and Settings of the COBISS DGW Service .
>
> If you are going to change the settings in the COBISS DGW service (e.g. installing a certificate for tax verification of invoices), you will need to log in to COBISS Lib again.

1.3 Installation of the signoPAD-API/Web service for the purposes of using a signature pad

To use the signature pad in the COBISS Lib application, the signotec signoPAD-API/Web service must be installed. The service description and installation instructions can be found at the link https://en.signotec.com/software/integration-sdk-api-/signopad-api-web/. You can find the installation file at the bottom of this page in the section *Links*, where you select the option *Download signoPAD-API/Web (V. 3.3.1)*.

In the window of the installation wizard that opens immediately after starting the installation, select the option *localhost and 127.0.0.1* in the *URL* section.

> ⚠ **Notes**
>
> You need administrator privileges to install the service on your workstation.
>
> The use of the signature pad is supported in the Microsoft Windows operating system.

1.4 Working with files

Working with files in the COBISS Lib application takes place in accordance with the functionalities of web browsers. Thus, in procedures where we need a file to perform the procedure (e.g. **Update member details – import**), we can only find it in the **Select file** window with the **Select file…** button or drag it from the place where it is saved and drop it into the provided frame.

In procedures where files are created as a result (e.g. **Update member details – export** or the **Export to text file** option in search engines), can we specify or change the storage location and enter the name of the downloaded file depending on your web browser settings. The default file storage location is most often the *Downloads* folder and the file usually also retains the name given by the application itself during the download.

> 💡 **Setting the web browser so that the user selects a location and enters a file name when downloading**
>
> In the settings of the web browser, look for the option *Downloads* and then mark the operation of the functionality **Always ask where to save files** .

> ⚠ **Note**
>
> We recommend caution in procedures where we use files, as they are most often procedures where we change a large amount of data.

2 User Interface COBISS Lib

The COBISS Lib user interface consists of the following components:

- COBISS Lib main window
- search window
- editor
- viewer

2.1 Main window of COBISS Lib

The functionalities of the COBISS Lib main window are as follows:

COBISS Lib Main Window

1. Option to switch to full-screen work mode
2. Printing information about the database and the department in which we are registered
3. Department selection and the possibility of switching between departments
4. Viewing history of records
5. Viewing popular records
6. Viewing messages and notifications with information on their number
7. Access to the reservation processing location with information on the number of new reservations
8. Access to the site for monitoring requests for interlibrary loan (ILL) with information on the number of requests received
9. Help and information about the COBISS Lib software
10. Information about the logged-in user, which is also the logout button from the COBISS Lib application
11. The name of the content set with the corresponding icon that indicates the set
12. Option to add a new record to the selected content set
13. Clicking the title of the content set opens the search window for the selected content set
14. Name of the procedures in the content set; the individual procedure is initiated by clicking the name of the procedure
15. Part of the window where the COBISS Lib software module is selected; only those modules for which we have permission to access are listed
16. Option to switch to active search windows
17. Buttons with shortcuts for performing procedures

2.2 Search window

The COBISS Lib search window combines search window and workspace elements. The list of found records represents the workspace for the selected content set and also enables the execution of procedures that can be performed with the selected record(s) in this set.

The search window offers the following options:

*Search window in the content set **Field 996/997** in the COBISS Lib application*

1. Tabs with the name of the content set in which we searched for data since the last login to COBISS Lib (in the picture, the search window of the **Field 996/997** content set is active)
2. Field for searching by key (e.g. accession numbers in the search window **Field 996/997**), keywords or search by entering a search request (expert search).
    Expert search is possible in the content sets **Material**, **Field 996/997** and **Field 996/997**.
3. Button for printing the list of search prefixes, suffixes and description of restriction and scanning options
4. Drop-down list with the name of the content set, if the search window enables searching for several sets at the same time
5. Drop-down list for selecting the search field
6. Drop-down list to select EMPTY, NOT or NOTEMPTY operators
7. Input fields for entering a search request
8. Search button; if we do not enter a search request, by clicking this button we search for all records in the selected content set
9. Terms review button
10. Button to remove search box
11. Button to add an additional search field
12. Button to delete the entire entered search request
13. Button to repeat the last search
14. Drop-down list for selecting the data by which the search results should be sorted; we can specify descending or ascending sorting mode
15. Drop-down list for selecting saved queries
16. Button to access editing saved queries
17. Button to save query
18. Button for specifying and selecting the display of search results
19. Button to add record to shortcuts
20. Button to load the next 100 records (by default only the first 20 records are displayed)
21. Button to open the record viewer with one or more hit to be selected beforehand
22. Button to open the record editor with one hit to be selected beforehand
23. Button for additional options, where one or more found hits must be previously selected: export to a .txt format file, print, send to destinations, add to output queue and reload records from the database (refresh)
24. Field for marking a hit
25. Check/uncheck box for all uploaded hits
26. Display of the number of hits found
27. Buttons for performing procedures
28. The possibility of displaying active or open search windows

If the procedure for adding a new record is active in the content set, the **Add** ➕ button will also appear before the **Edit** ✏ button. In the search window of the **Material** content set, there is a **Download record** button for downloading a record from the shared database.

> 💡 **Selecting the desired range of hits**
>
> If you want to select only a range of hits (e.g. hits with consecutive numbers 8 to 15), you do it by doing the following:
>
> - first press and hold the **<Ctrl>** key and click on the line with the hit in the search window, which should be highlighted as the first in the range we want to select
> - then press and hold the **<Shift>** key and click on the line with the hit in the search window, which should be highlighted as the last one selected.

> ⚠ **Loading records into the search window**
>
> New record or the record with which we performed the procedures is uploaded to the top of the search window hits, i.e. as the first hit in the search window. At the same time, the added record is highlighted, and the program also moves us to this hit in the search window.

2.3 Editor

The components and options of the editor are:


Member Data Editor

1. Title bar of the editor with the name of the content set
2. Editor tabs
3. Name of the data; if data entry is mandatory, it is marked with a star *
4. The data value, which is entered by entering it into input fields or windows for entering values, by selecting from drop-down lists or code lists, by marking checkboxes, etc.
5. The possibility to establish, review and delete the link of this record with other records
6. Contains records with the possibility of adding, editing, deleting and reviewing

7. Buttons for performing procedures for the selected record
8. The **OK** button allows you to save the record
9. The **Cancel** button allows you to exit the editor without saving changes to the record

2.4 Viewer

The COBISS Lib viewer allows you to view records and upload selected records to the active search window, shortcuts or history.

The components and options of the viewer are:
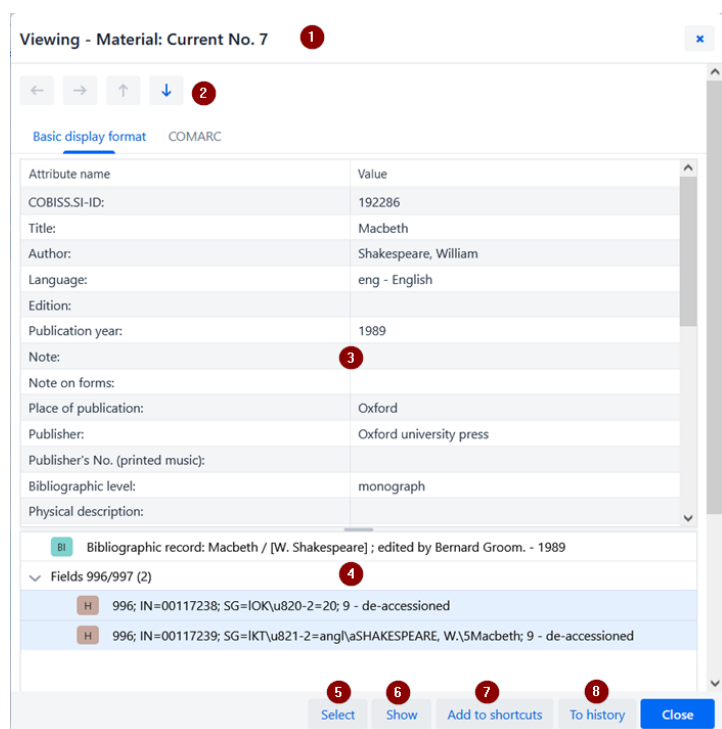

Selected record viewer

1. Title bar with the name of the content set
2. Buttons for scrolling between records: **Back**, **Forward**, **Previous** and **Next**
3. Data output for the selected record
4. Linked records
5. **Select** button, which loads the selected record into the active search window
6. **Show** button, which opens a viewer for the selected linked record
7. **Add to shortcuts** button, which adds the selected record to the shortcuts
8. **To history** button, which adds the selected record to history

In active search windows, you can only upload records from the same content set at the same time. If, instead of an individual record, you mark the name of the linked content set among the linked records and then click on the **Select** button, a new window will open with a table of records in the linked content set. The options in this window are the same as those provided by the   search window in the part where the search result is displayed.

2.5 Reports module

The **Reports** module is placed at the same level as the other modules of the COBISS Lib application.

In the main window of this segment, the options are placed in individual tabs:
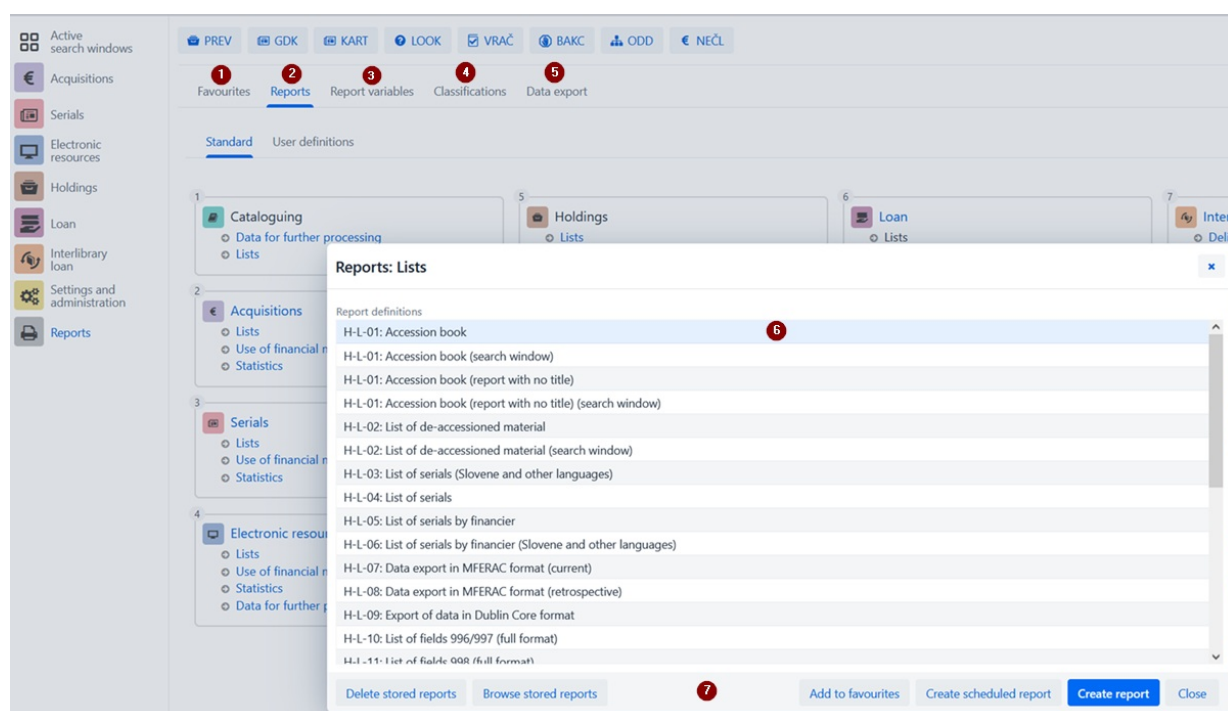
Reports in the COBISS Lib application

The tabs allow you to choose between the following options:

1. Favourite reports (tab **Favourites**), where you can additionally choose between your favourite reports and favourite reports at the library level
2. All reports (tab **Reports**), where you can choose between standard and user definitions of reports
3. Variables (tab **Reports variables**), which allows viewing and editing variables (standard and user definitions)
4. **Classifications**, which will allow viewing and editing of classifications; this possibility has not yet been realized.
5. **Data export**, which, in addition to data export, also allows viewing of the exported data To use this functionality, privilege to work in the **Reports** module is not required.

After clicking the name of an individual group of reports, variables, etc., a new window opens where you can choose between the procedures that each functionality enables. For example, select the report with which you want to perform something (**6**), after which the process is carried out by clicking the appropriate button (**7**) (e.g. the **Create report** button to perform report creation).

2.6 History

Clicking the ↺ button opens the **History** window, which provides a review of records with which you performed procedures in your work.

> ⚠ **Number of records in history**
>
> In history, a maximum of 500 records are kept, with which you carried out activities in your work. When this limit is reached, the records that were saved to the history first begin to be automatically deleted from the history.

2.7 Shortcuts

In your work, you can add records from different content sets that you use often or repeatedly to shortcuts. You access them by clicking the ☆ button. Records can be added to the shortcuts by selecting records in the search results in the search window and from the browser.

> 💡 **Number of shortcuts limit**
>
> The maximum number of saved shortcuts is 100. Once this limit is reached, records are no longer added to the shortcuts. In this case, records that are no longer relevant for frequent work should be deleted from the shortcuts.

3 Specially designed windows

3.1 Card window

In the **Card** window, you carry out procedures for recording material for the member and the department, and you can also access the member data editor and the library's local material fund. Thi window replaces the **Home library material** window in COBISS3.

Card window - Loan tab

1. Information about the member or the department for which you have an open record of the material
2. Button to switch between library departments (in a library with departments)
3. The option to display the material of all departments (in a library with departments)
4. Drop-down list for selecting the procedure to be carried out with the material (e.g. loan, return, reservation, etc.)
5. Tabs of recorded material for the member (by material status); only tabs with statuses are visible, for which material is recorded for the member
6. The main part of the window with information about the recorded material
7. Procedures that can be performed for recorded material (we mark the copy for which we want to perform the procedure beforehand)
8. Button for preparation and printing or sending a lending form
9. Buttons for procedures that can be performed for recorded material based on a selection in the list (e.g. loan renewal, loaning a reserved available copy); the procedures are different depending on the selected tab
10. Drop-down list for switching between possible displays of recorded material (e.g. material recorded on the current day)
11. The option of marking the material with which you want to perform the procedure
12. Member data, from where we can switch to the member data editor or perform individual methods for the selected member (e.g. view member's transactions)
13. Button to open the library catalogue in COBISS+
14. Button to open the search window for the library of rental materials; based on the selection, the found material can be loaned, reserved, etc.

> ♡ **Access to performing procedures with material**
>
> Procedures that can be performed with the material are selected from the drop-down list – see no. **4** in the picture above. By clicking on the name of an individual tab, a procedure is activated in the drop-down list, which can be carried out on this tab – for example clicking on the name of the **Loan** tab activates the procedure *Outside loan*, clicking on the name of the **Return** tab activates the procedure *Return/Delete*, etc.

3.2 Export data

The data export functionality is accessed in the **Reports** module on the **Data Export** tab. On this tab, you can also access files with exported data.

> ⚠ **Access to data export**
>
> To use this functionality, privilege to work in the **Reports** module is not required.

The main **Data export** window is designed in the form of a double window, where in the left window you select the data for which you want to export data, and you also select the option of preparing queries or filters. After clicking on **Add** or **Add all**, the data to be exported will move to the right window.

The functionalities in the data export window are as follows:
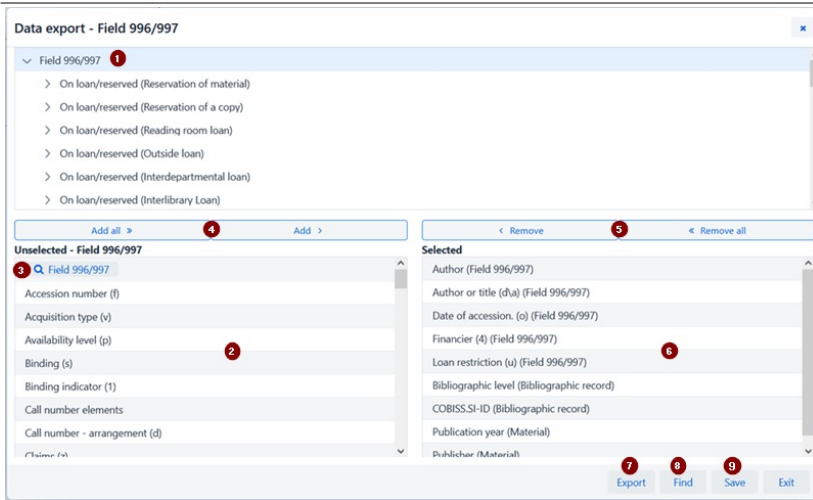
Data export window

1. Selected content set
2. Data of the content set, where by clicking on the name of the data, we mark those that we want to include in the export
3. Button for creating a query or filter
4. Button to add data to export
5. Button to remove data from data export
6. The data we selected for data export
7. Button to perform data export
8. Search button
9. Button to save data export definition

3.3 Search window *Collection for loan*

In COBISS Lib, you use the library catalogue in COBISS+ for the purposes of searching for material. After selecting the **Catalogue** procedure (e.g. in the **card** window), the catalogue in COBISS+ for the local database to which we are logged in opens. In the case of a library with departments, the catalogue for the department in which we are logged into in COBISS Lib is opened.

> 💡 **Material reservation**
>
> If you want to reserve material based on a selection from the COBISS+ catalogue, you do it by reviewing the detailed holdings data and copying the accession number of the material you want to reserve from there.

For the purposes of searching for material by the collection that the library has available for loan, access to the search window is enabled for this material from the **Card** window of a member or department by clicking on the **Collection for loan** button. You search through the material collection in the same way as you search for material in the search window **Field 996/997**.

Among the found copies of the material, you can mark one or more copies and perform the following procedures:

- outside loan
- reservation
- reading room loan
- reservation for the reading room
- view the status of the selected copy

> 💡 **Search using the smart bar**
>
> In the first search field of the **Collection for loan** search window, you can search the material collection in the field *Accession number (f) or expert search or keywords* by entering the accession number, author or title of the material.

> ⚠ **Note**
>
> In COBISS Lib, V13.0, the 1st version of the collection for loan search window is included, so all functionalities are not yet fully functional (e.g. saving default search fields, displaying set data, etc.). Additions are planned in the following versions.

3.4 Window *Calendar in the publication pattern*

In COBISS Lib, the window for editing the dates of issues receipts differs from the **Publication calendar** window in COBISS3:

- the view in the calendar is always at the daily level,
- expected issues are marked in green,
- combined issues are marked in yellow,
- the dates when the issues are not published are not marked,
- grouping of issues into double, triple numbers is performed only during serials check-in, and no longer in the calendar,
- specifying when the issue is published or when the issue is not published, it is possible for a single date or for a day of the week,
- it is possible to indicate that the issue is not published during holidays.

Calendar in the publication pattern window

1. Data on frequency and publication period
2. Specifying the publication of the issue, especially for the frequencies *not known, undetermined, other*
3. Specifying when an issue is not published
4. Specifying that the issue is not published on holidays

4 Settings and administration module

In the **Settings and administration** module, the functionalities of the segment COBISS3/Application management and the functionalities located in COBISS3 under option **System** are available

In this module, there is also an option for setting hotkeys for performing procedures.

> ⚠ **Access to the Settings and Administration module**
>
> Access to the module is enabled for all users, but special privileges are required for performing some procedures.

In the **Settings and administration** module, you edit the settings for the following content sets:

- **Home library**
- **Partner**
- **Contact**
- **User**
- **Settings**
- **Examination of personal data processing (ZVOP)**
- **Messages**
- **Server**

COLIB database search is also enabled.

4.1 Setting shortcuts for performing procedures

To speed up work in COBISS Lib, you can set and activate buttons for quick access to performing of predefined procedures that you perform most often. You add the buttons and name them yourself and they are linked to the username.

Procedure

1. In the **Settings** set, select the procedure **Set up shortcuts for procedures**.
   The **Shortcuts editor for procedures** window will open.
2. After clicking on the **Add** button, a window for setting up hotkeys opens.
   Use the mouse to mark the individual procedure for which you want to set a shortcut. For each shortcut on the left side of the window, in the **Procedure label** section, enter a maximum 4-digit name for the shortcut key to the procedure, and for the **Activity** option, mark whether the shortcut should be active or not by clicking in the checkbox.
3. Save the settings by clicking the **OK** button.
   We return to the **Shortcuts editor for procedures** window.
4. After clicking the **Exit** button, a button with a predefined icon and entered name will be added under the title bar of the COBISS Lib application.

You can also edit the order of the buttons or delete them. These options are available in the command line of the **Shortcuts editor for procedures** window.

> ⚠ **Hotkeys to change the section and open the GDK window**
>
> In COBISS Lib, access to the procedure for changing the library department is organized as a button in the title bar of the application window, and the **Home library material** method is replaced by the **Card** method. Therefore, for these two procedures for setting hotkeys in COBISS Lib are not supported, and both hotkeys, if you had them set in COBISS3, will be removed in COBISS Lib after saving the shortcut settings.

5 Tips for working in COBISS Lib

WORK AREA	TIPS
Setting the display size in the interface	The display size can be adjusted with the **Zoom** option in the web browser.
Hide module names	By clicking on the icon ≡ you can hide or click again to display the software modules again. This increases the workspace.
Display area with open browsers ~ work area	In COBISS Lib, the workspace is replaced by search window functionality in COBISS Lib. Records with which you carry out actions are loaded into the search window section with search results displayed. This opens as many search boxes as there are content sets with which you implemented actions in COBISS Lib. This means that the records you worked with are collected by individual search windows. These search windows can be accessed by clicking on the icon ⊞.
Setting buttons for individual processes	For some of the most frequently implemented functionalities in the **Settings and administration** module in the **6 Settings** content set, use the procedure **Set up shortcuts for procedures** to set the buttons to be placed under the COBISS address bar Lib. Buttons are visible in all modules.
Marking the record area in the search window, viewer	First, press and hold the **<Ctrl>** key and click on the line with the hit in the search window or record in the viewer, which should be covered as the first in the area that you want to mark; then press and hold the **<Shift>** key and click on the line with the hit or record, which should be marked as selected last.
Linked records	You can view linked records (e.g. in a search window) by clicking the button 👁 , which opens the viewer of the selected record. The lower part of the window shows the linked reports that you can view, download, save to favorites or add to history.
Downloading a record	When downloading a record, for the purposes of editing a limited set of data, the **COBISS Cat** application opens automatically (in a new browser tab), where the option **Editing a limited set of bibliographic data** . You edit and save the data, after which you close the web browser tab, because COBISS Cat opens in a new tab of the web browser for each record download. For faster access to the option to download records, a **Download record** button has been added to the **Material** search window, which enables this procedure to be carried out.
Home library material	The procedure **Member / Home library material** from COBISS3 is replaced in COBISS Lib by the procedure **Card**.
Catalogue on loan	In COBISS Lib it is replaced by **Collection for loan** option. This option is available in the **Card** window, where the **Catalogue** button is also available, which opens the library catalogue in COBISS+. The **Catalogue** procedure, which is available in the **Material** content set, also opens the library catalogue in COBISS+.
Settings and administration module	In this module, the functionalities of the segment COBISS3/Application Administration and the functionalities found in COBISS3 under the option **System** are available.
Data export	The **Data export** functionality is located in the **Reports** module on the **Data export** tab. The exported files can also be accessed in COBISS Lib with the option **Files with exported data**, which is available on this tab. Files are only kept for 7 days from creation, after which they are deleted.
Files with exported data	In the **Files with exported data** option, which is located on the **Export data** tab, files with reports that you have created and opened in PDF format are also available. Files are only kept for 7 days from creation, after which they are deleted.
Equipment	In COBISS Lib, the **Equipment loan functionality** is performed from the **Card** window of the selected member by clicking on the button in the right part of this window under the member information **Equipment**. Equipment information is visible in the **Card** window on the **Equipment** tab.
Printing problems	In case of printing problems (e.g. label or lending form is not printed), it is necessary to check: - order of logical destinations (module **Settings and administration** / section **6 - Settings** / **Logical destinations**) - if the printer is locally or network connected (check with the administrator of your devices) - whether a special user has been configured for the needs of printing to network printers (check with the administrator of your devices) - operation of the COBISS DGW service (module **Settings and administration** / section **9 - Server** / **Test connection with COBISS DGW**)

> ⚠ **Using the *Back* and *Reload Page* keys (*Reload, F5*) in a web browser when working in COBISS Lib**
>
> The **Back** and **Reload Page** keys reload the COBISS Lib application and return us to the control panel, all unsaved changes will be lost. Therefore, we do not recommend using these two options. We also pay attention to not having COBISS Lib open in more than one browser tab.

6 Starting work in COBISS Lib

Functionality in the software can be implemented both in COBISS3 and in the COBISS Lib interface. This means that all changes made in COBISS3 will be immediately visible in COBISS Lib and vice versa (e.g. updated holdings data, changes in the member's material records, etc.). When working in COBISS Lib, the parameter settings that were included for your library already for working in COBISS3 will be taken into account.

The process of implementing the functionality in COBISS Lib is as similar as possible to COBISS3, only the interface is different. This means that you can continue to use the user documentation prepared for COBISS3 in your work. Windows that are completely new (such as the **Home library material** window, which is replaced by the **Card** window in COBISS Lib) are briefly presented in the chapter Specially designed windows.

In contrast to the transition from COBISS2 to COBISS3, a special "transition" from COBISS3 to COBISS Lib will not be necessary and the following step swill not be necessary:

- setting up a test environment and transferring data
- checking the correctness of the transferred data
- confirming the correctness of the transferred data
- deciding on a date of the real transition, etc.

This means that you can start working in the COBISS Lib application immediately after installation. You decide for yourself which procedures you will start implementing in COBISS Lib first, and which ones later. However, we suggest that you start implementing the functionalities that you use most often in your work in COBISS Lib as soon as possible.

Simultaneous work in COBISS3 and COBISS Lib will be possible for some time.

The list of the main unsupported functions that are not yet supported in COBISS Lib is in the List of unsupported functions chapter. You continue to perform these procedures in COBISS3 instead of in COBISS Lib.

7 List of unsupported functions

The main functions that are not yet supported in COBISS Lib V13.0 are listed below. We are constantly updating the list, as we are intensively working on the development of missing functions. You perform these functions in COBISS3.

- **COBISS Lib – General:**
  - bibliographies on the client
  - all windows in COBISS Lib are not yet fully adapted for use on mobile devices (e.g. Card window)
- **Loan:**
  - possibility of integrated use of POS terminal and VALÚ payment
  - use of the URBANA card
  - in the *Collection for loan* window, the procedures and displays of data for sets, serials and the display of all other data available in COBISS3 are not yet fully prepared
- **Holdings:**

  - support for material processing with RFID (accessioning using IZUM's solution)

  - **Interlibrary loan, Acquisition, Serials:**

  - when entering data about the material, it is not possible to transfer data about the material from other (foreign) databases

- **Reports:**
  - work with classifications

> ♀ **COBISS Cat**
>
> COBISS Cat is a separate application. You can watch more in the clip presentation of the application at the COBISS conference and read in the Instructions for working in COBISS Cat.