



## SFX KBTools Export Tool

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### Exercise 1 – Export "All"

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1. Use the Basic Export Queries tab.
2. Export "All" portfolios belonging to the JSTOR\_HEBREW\_JOURNALS target.
3. Click on "Submit".
4. Download report to your desktop.
5. View the report using Excel.

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### Exercise 2 – Export Using Custom Fields

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1. Use the Basic Export Queries tab.
2. Export the Title, ISSN, Availability and Parse Param for all active portfolios belonging to the MISCELLANEOUS\_HEBREW\_JOURNALS target.
3. Click on "Submit".
4. Download report to your desktop.
5. View the report using Excel.

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### Exercise 3 – Export in XML format

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1. Use the Advanced Export Queries tab.
2. Choose the format XML.
3. Choose the object "Serials" by clicking on one of the check boxes.
4. Choose the "Service"- getHolding by clicking on one of the check boxes.
5. Export from targets - choose out of the drop down menu "Specific".
6. Add PROQUEST (All) target.
7. Click on "Submit".
8. View the report.
9. Click on one of the journals.

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## Exercise 4 – Set new profile

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1. Use the Advanced Export Profiles tab.
2. Click on "Manage profiles".
3. Click on "Add profile".
4. Enter the profile name (required- Your name) and profile description (optional- "Testing")
5. Select Output format –TXT.
6. Select which object types by clicking on one of the check boxes- "Serials".
7. Select the Service- "getFullTxt".
8. Export from "All" targets.
9. Click on "Save profile".
10. Go back to the Advanced Export Profiles tab.
11. Choose the profile you created.
12. Choose the latest e-collection for comparison.
13. Click on "Submit".
14. Download the report- and view it using Notepad.

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## Exercise 5 – Export in GOOGLE SCHOLAR

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1. Use the Advanced Export Queries tab.
2. Choose the format GOOGLE SCHOLAR.
3. Choose the object "Serials" by clicking on one of the check boxes.
4. Choose the "Service"- getTOC by clicking on one of the check boxes.
5. Export from targets - choose out of the drop down menu "Specific".
6. Add INGENTA (All) target.
7. Click on "Submit".
8. View the report using the Explorer.