Training

Learn new skills and get certified with our tutorials, recorded training and other materials

- **Getting to Know Alma**
  
  If you're just getting started with Alma, watch this series to learn the basics in Alma.
  
  - Orientation
  - User Management
  - Acquisitions
  - Resources
  - Fulfillment
  - Quiz

- **Alma Essentials**
  
  The Alma Essentials training is the primary way to learn how to work with Alma. Alma Essentials kit, developed in English, is translated to Spanish, French and Simplified Chinese.
  
  - Alma Essentials - English
  - Alma Essentials - Español
  - Alma Essentials - Français
  - Alma Essentials - Italiano
  - Alma Essentials - 한국어
  - Alma Essentials - Polski
  - Alma Essentials - 基础培训

- **Alma Administration Certification**
  
  Alma Administration Certification prepares Administrators and Systems Librarians to respond to Alma library configuration requests. Certification is a required part of Alma implementation at your library, although any Alma users at your library can watch the training sessions.
  
  - Alma Administration Certification Overview
  - Acquisitions
  - Analytics
  - Fulfillment
  - General
  - Learning Portal Login
  - Resources
  - User Management
Alma Collaborative Networks (Alma Consortia)

The Alma Collaborative Networks training sessions show how to make use of Alma with your consortium, including the network institution, the Network Zone, acquisitions, cataloging, resource sharing, and much more.

- Fundamentals
- Cataloging
- Acquisitions
- Administration
- Learning Portal Login

Resource Sharing

These sessions introduce and detail the three models of resource sharing in Alma: broker-based, peer-to-peer, and fulfillment networks. Sessions cover resource sharing background, staff workflows, and configuration. These are useful for independent institutions as well as those in a collaborative network (Alma consortium).

- Introduction to Resource Sharing
- Broker-Based Resource Sharing
- Peer-to-Peer Resource Sharing
- Fulfillment Networks Resource Sharing
- Extended Training
- Learning Portal Login

Extended Training

Advanced Alma Topics and Supplementary Training

- Alma Community Zone Intro and Task List
- Alma Fiscal Period Closure
- Alma Link Resolver
- Alma Requests Flow
- Course Reserves
- Hebrew Cataloging in the Alma Metadata Editor
- Keep Up With Alma Previous Editions
- More Information About
- Operational Reports
- Presentations and Documents
- Presentations and Documents - Acquisitions
- Presentations and Documents - Analytics
- Presentations and Documents - Analytics - Usage and Cost Per Use
- Presentations and Documents - APIs
- Presentations and Documents - Authorities
- Presentations and Documents - Consortia
- **Ask the Alma Expert**
  
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  Ask the Alma Expert is a live Q&A session on various Alma topics. Here you can stay updated on future sessions, and view past recorded sessions.

  - 2019-12-17 - New Developments in Alma Analytics
  - 2019-10-30 - My Electronic Resources By Provider
  - 2019-10-02 - Using Alma Analytics to Perform Overlap Analysis – Recent Developments
  - 2019-08-13 - The COUNTER Platform and Alma Analytics Cost Per Use – Recent Developments
  - 2019-04-04 - Upload Electronic Holdings from ProQuest Ebook Central
  - 2019-01-07 - Recent Developments in Alma Analytics
  - 2018-12-10 - The New Alma Analytics Cost Per Use in the E-Inventory Subject Area
  - 2018-10-29 - What's New in Alma Digital
  - 2018-08-01 - Purchase Requests in Alma
  - 2018-05-23 - Overdue and Lost Loan Notifications
  - 2018-04-23 - New Consortial Functionality - Shared Users in Network Zone
  - 2018-04-09 - Analytics for Advanced Users (Part 2)
  - 2018-03-14 - Shared Licenses and Vendors in the Consortial Environment
  - 2018-02-06 - Analytics for Advanced Users (Part 1)
  - 2017-12-05 - New Features in Alma Digital
  - 2017-11-28 - New Features in Resource Sharing

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Ex Libris, a ProQuest Company
2013-12-18 Booking Requests
- 2013-12-11 Tips and Tricks in Analytics
- 2013-12-04 Fulfillment Unit Rules

- **What's New Videos**
  
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  Tutorials for new features in Alma.

  - Alma 2020 What's New Videos
  - Alma 2019 What's New Videos
  - Alma 2018 What's New Videos
  - Alma 2017 What's New Videos
  - Alma 2016 What's New Videos

- **Alma Digital**
  
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  The Alma Digital training series walks through the process of using the Alma Unified Resource Management (URM) framework to manage your digital resources in Alma. This training is intended for Alma customers who have purchased the Alma Digital add-on for managing digital collections directly in Alma.

  - Alma Digital: Overview
  - Alma Digital: Managing Collections
  - Alma Digital: Managing Digital Resources Manually
  - Alma Digital: Bulk Workflow - Introduction to Import Profiles
  - Alma Digital: Bulk Workflow - Asset File Naming Conventions
  - Alma Digital: Bulk Workflow - Preparing Dublin Core XML Files
  - Alma Digital: Bulk Workflow - Preparing MARC XML Files
  - Alma Digital: Bulk Workflow - Preparing CSV Files
  - Alma Digital: Bulk Workflow - Creating Import Profiles for Dublin Core
  - Alma Digital: Bulk Workflow - Creating Import Profiles for MARC
  - Alma Digital: Bulk Workflow - Using the Digital Uploader
  - Alma Digital: Configuring Viewer Services
  - Alma Digital: Submitting Patron and Staff-Mediated Deposits
  - Alma Digital: Approving Patron Deposits
  - Alma Digital: Creating Deposit Profiles
  - Alma Digital: Customizing Labels, Reasons, and Templates
  - Alma Digital: Configuring Dublin Core Forms
  - Import Metadata of Digital Records from a Remote Repository
  - Migrate a Digital Repository to Alma
  - Migrate a Digital Repository to Alma

- **Alma Workflows**
  
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  Learn more about Acquisitions and Electronic Resource Management Workflows in Alma
• Acquisitions Workflows
• Electronic Resources Management Workflows

• Analytics
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  • Introduction to Analytics
  • Reports and Dashboards
  • Providing Reports to Other Users
  • Extended Training