Alma Online Help (English)

• Getting Started
  No image available
  ◦ Alma Introduction
  ◦ Alma Topologies
  ◦ Alma Sandbox Environments
  ◦ Alma User Interface – General Information
  ◦ Electronic Resources – Scenarios and Workflows
  ◦ Security and Data Privacy
  ◦ Alma Local Backup
  ◦ Alma Subscription Termination and Data Retrieval
  ◦ Alma Known Issues: Q&A

• Acquisitions
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  ◦ Introduction to Acquisitions
  ◦ Purchasing
  ◦ Invoicing
  ◦ Renewals
  ◦ Deferrals
  ◦ Evaluations and Trials
  ◦ Import Processing
  ◦ Acquisitions Infrastructure
  ◦ Advanced Tools
  ◦ Configuring Acquisitions
  ◦ Getting the Most Out of Alma

• Fulfillment
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  ◦ Introduction to Fulfillment
  ◦ Circulation Desk Operations
  ◦ Booking
  ◦ Resource Requests
  ◦ Resource Sharing
  ◦ Courses and Reading Lists
  ◦ Configuring Fulfillment
Advanced Tools

• **Resource Management**
  - Introduction to Resource Management
  - Metadata Management
  - Inventory
  - Deposits
  - Record Import
  - Advanced Tools
  - Publishing Profiles
  - Configuring Resource Management
  - Getting the Most Out of Alma

• **Administration**
  - Introduction to Administration
  - Overview of User Management in Alma
  - User Management
  - Configuring User Management
  - Configuring General Alma Functions
  - Advanced Tools
  - Managing Jobs and Sets
  - DARA – Data Analysis Recommendation Assistant

• **Alma-Primo Integration**
  - Introduction to Alma-Primo Integration
  - Basic Primo Configuration for Integration with Alma
  - Publishing Alma Data to Primo
  - Configuring the Primo Front End for an Alma Data Source
  - Configuring the Primo Front End for Alma’s Link Resolver
  - Configuring Alma’s Delivery System
  - Alma as a Source of Holdings Information for Primo Central
  - Alma and Patron Directory Services
  - Making the Primo Front End Read Only

• **Alma-Summon Integration**
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Overview
- Summon Configuration
- Publishing Records to Summon
- Display Configuration
- Get It Configuration
- User Authentication for Alma-Summon
- Other Configuration
- End User Help

• Analytics
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  - Introduction to Analytics and Terminology
  - Running Analytics Reports and Displaying Them in Alma
  - Common Analytics Procedures
  - Out-of-the-Box Reports
  - Shared Dimensions
  - Alma Analytics Subject Areas
  - Industry Standard Reports

• Integrations with External Systems
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  - Introduction
  - Acquisitions
  - Resource Management
  - Fulfillment
  - User Management
  - Authentication
  - Integrations with External Systems Tutorials

• Managing Multiple Institutions Using a Network Zone
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  - Collaborative Networks Overview
  - Managing Records in a Network Zone
  - Fulfillment in a Network Zone
  - Acquisitions in a Network Zone
  - Administering a Network Zone
  - Analytics When Using a Network Zone
  - Discovery when Using a Network Zone

• Mobile
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- Introduction to Alma Mobile
- Using Pick Up from Shelf
- Using Scan In

- **Alma Glossary**
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- **PDFs of Alma Guides**
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