

## **RSA System Functionality Overview Cheat Sheet**

**Last updated: July 1, 2024**

As of July 1, 2024, there is only one membership level in RSA. All functions of the ILS are available to all members of RSA providing that library staff using them are qualified and have been trained to use them.

### **Cataloging Functions**

- Basic Cataloging Level
- Bibliographic Record Exports
- Brief Record Upgrade Service
- Call Number Assistance
- Cataloging Maintenance Center (CMC) Record Loads
- Cataloging Parameter Support
- Cataloging Site Visits
- Cataloging Virtual Office Hours
- Collection Batch Change Service – Call Numbers
- Collection Batch Change Service – Items
- Database Maintenance
- OCLC Cataloging Level
- OCLC Holding Batch Updates
- WorkFlows Bound-With Wizard
- Batch Editing Level
- WorkFlows Serial Control Module

### **Circulation Functions**

- WorkFlows Circulation Module
- WorkFlows Offline Circulation Module
- Integrated Billing
- Patron Registration and Management
- User Batch Changes
- User Batch Adding or Deleting
- Circulation Training
- Holds Training
- Inventory Control
- System-wide Holds

- MobileStaff app loaded on library owned devices
- Outreach/Homebound Module
- 3rd Party Collections (Unique)
- Acquisitions Module (WorkFlows, most functions depreciated)
- Academic Reserves Module

### **Report Functions**

- Custom Reports / Requests from RSA Support Staff for Reports
- WorkFlows Symphony Reports Module
- BLUEcloud Analytics – Non-Personally Identifiable Information (PII) Reports
- BLUEcloud Analytics – Reports Containing PII
- Reports Training

### **RSAcat Functions**

- Patron Accounts in RSCat
- Patron Lists in RSCat
- Patron Initiated Holds in RSCat
- ADML Digital Title integration in RSCat
- ADML Advantage/Advantage Plus Digital Title integration in RSCat (for an additional annual fee)
- eRead Illinois Digital Title integration in RSCat (for an additional annual fee)
- Hoopla Digital Title integration in RSCat (for an additional annual fee)
- Online Bill Pay in RSCat Mobile App
- RSCat Online Catalog
- RSCat Mobile App (BlueCloud Mobile)
- Enhanced Content + (Syndetics Unbound) for RSCat
- Enhanced Content (Book Covers, Reviews, Author Notes) for RSCat & RSCat Mobile
- BLUEcloud Visibility / Linked Data Service
- CloudSource Open Access Resources
- Online Bill Pay in RSCat via ProPay (web version)
- RSCat App template (allows library specific customization)
- RSCat Digital Asset Management (likely ending in Jan 2025)
- RSCat Rooms Content Management (limited RSCat page customizations)

### **RSA Staff Support Functions**

- RSA Support Staff Help for Day-to-Day Automation System Issues
- RSA Staff Support Website, RSA Help Desk, Toll-free Telephone Support

- System Maintenance, Troubleshooting, and Support
- Technical Help for WorkFlows Desktop Issues
- RSA Member Library Site Visits
- Database Backup and Maintenance
- RSA assigned and controlled, System Use Specific, Library Email account (ag.als.xxx.rsa@gmail.com)
- Overdrive Consortium Group Purchase
- RSA NFP YouTube Channel
- RSA Listserv Subscription
- Text Messaging Service (Shoutbomb)
- eRead Illinois Membership, (for all public libraries and a membership per automated school branches)
- SIP/SIP2 and Web Services Access
- 3rd Party Product Support
- AnyConnect (VPN support for offsite special events)
- Symphony Web (Symphony in a web browser. RSA is currently limited to 25 simultaneous connections system wide. Extra connections can be paid for)

### **Resource Sharing Support**

- User Committees and Users Group (to be replaced with non-governmental Membership Groups in July 2024)
- Resource Sharing policy updates
- RSA Newsletter
- Annual RSA Day
- Email listservs for each membership group (like the current ADML listserv, coming 2024)

### **Future Functionality Under Development**

- BLUEcloud Online Cataloging (currently not secure enough for consortia)
- BLUEcloud Online Circulation (daily use functionality, in testing)
- BLUEcloud Online Acquisitions (in development. Available when released)