

Redshelf Import Process

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To import your Redshlef file to update your E-Books you will need to follow the following steps. This process assumes that the prerequisite steps of exporting your adoption information and sending your list of adoptions to Redshelf have been completed.

Redshelf will send back an email with a link to the file download, the email will look similar to the one below.

On Tue, Jun 8, 2021 at 8:04 AM Alexandra Luna <firstname.lastname@redshelf.com> wrote:

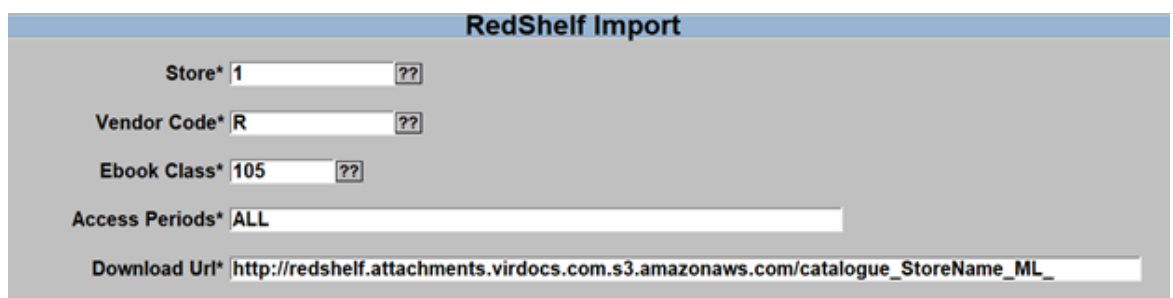
TCS Team,

Here is the file for import:

http://redshelf.attachments.virdocs.com.s3.amazonaws.com/catalogue_store_2021-40_ebook_list.csv_#####.tsv.

Representative

Next you will log to TX.27.1 (RedShelf Import) and fill out the fields

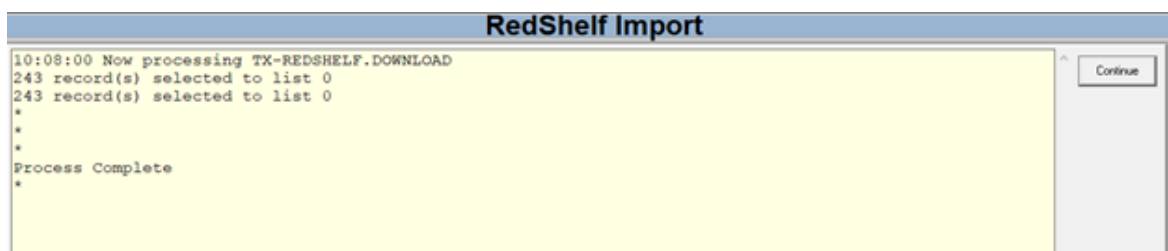


The screenshot shows a web form titled "RedShelf Import". It contains the following fields:

- Store*: 1 [??]
- Vendor Code*: R [??]
- Ebook Class*: 105 [??]
- Access Periods*: ALL
- Download Uri*: http://redshelf.attachments.virdocs.com.s3.amazonaws.com/catalogue_StoreName_ML_

- Enter/Select the store you wish to import for, if you want the import to be active to all stores then enter a '*' in the store field
- Enter/Select the vendor code for Redshelf, this is usually just a 'R'.
- Enter/Select the correct Ebook Class used in your store.
- Enter in the Access Periods that you want to have available for these ebooks
 - Common day count periods are 60, 90, 120, 180, 360,365
 - ALL can be used for all data
 - P is for Purchase or Lifetime
 - Examples:
 - Commas are used to create a list of options
 - 90,120,P
 - Imports for 90 day, 120 day and Lifetime (Purchase)
 - A forward slash is used as an OR option
 - 90,120/180, 360/365
 - Imports for 90 day, 120 when available or 180 as a fallback option, 360 days or 365 as a fallback option.
- Copy the URL from the email that you received from RedShelf and paste that in to the 'Download URL' field
- Select the 'R'=Run process

You should see a successful message similar to below.



Once that is done you can run the 'Batch Print Labels' (TX.27.2) you will get a prompt to print labels for 'All' or 'Updates Only' or 'Exit'

You can also run a report to see a list of all of the Ebooks for a selected store, this will list the Print ISBN, Author, Title Ebook UPC, Ebook Price, and Rental Period. See example below.

TX-EBOOK.LIST			Ebook List				TEXT
ISBN.....	Author....	Title.....	EBOOK UPC.....	EBOOK PRICE.....	EBOOK PERIOD..	EBOOK VENDOR CODE..	
			054117139524066	83.99	Purchase	R	
			381355898850831	37.80	180 Days	R	
			903527274096797	35.28	150 Days	R	
9780323569149	AVERS	DANIELS+WORTHINGHAM'S MUSCLE TESTIN	533844521010629	32.76	120 Days	R	
			085144232193251	145.00	Purchase	R	
			270122909499322	87.00	365 Days	R	
			614512718482289	72.50	180 Days	R	
9781138478701	BAIRD	INTERNSHIP,PRACTICUM,+FIELD PLACEME	184302155484341	65.25	120 Days	R	
9781260122404	BARRETT	GANONG'S REVIEW OF MEDICAL PHYSIOLO	132554178718692	64.02	Purchase	R	
			509132564212218	75.37	Purchase	R	
			095903318803477	57.98	90 Days	R	
			180739534681073	46.38	60 Days	R	
9781284127201	BASTABLE	NURSE AS EDUCATOR-W/ACCESS	866850382223309	57.98	180 Days	R	
			824260663927777	78.99	Purchase	R	
			056444380407753	35.55	180 Days	R	
			621213687021979	33.18	150 Days	R	
9780323638975	BOISSONNAU	PRIMARY CARE F/THE PHYSICAL THERAPI	106147566250210	30.81	120 Days	R	