Implementation of RFID enabled circulation self-help services at Unisa Libraries

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Considerations

- Project
  - Project management outsourced
    - Tagging of items
    - Implement RFID equipment
  - Training - effective and structured
- Project commenced 2010
- Tagtron project leaders (Bibliotheca equipment)
- 2013 new additional project with CSX as project leaders (3M equipment)
- Self checkout, self return, staff workstation, conversion station, sorter

Considerations

- Configuration (III-Millennium)
  - Millennium circulation logins created by III
  - Choose optional SIP2 features e.g. allow for additional item statuses for check out - on search, missing; prevent magnetic items check out e.g. cassettes to be checked out; enable check in of certain

Considerations

- Patron cards
  - Student and staff access cards needed with university ID
  - Smart card (chip-embedded info) vs card with barcode
  - Use PIN authentication
  - Card stations needed to issue cards

Considerations

- Software
  - Hybrid system - check out not more than 1 item per self checkout session vs non-hybrid
  - Millennium item status API (integrate Bibliotheca RFID tag reader with Millennium) vs 3M software & no API
  - SIP2 licenses (facilitate communication between RFID self-help machines and Millennium)
Unisa RFID

**Considerations**
- Configuration (Tagtron-Bibliotheca): Software on self-help units, customisable eg. institution logo, user instruction screens, receipts, Sorter software- decide on sorting rules.
- Infrastructure: Book return units built in, require changes to building structure, Additional data and power points.

**Installation**
- Bibliotheca & 3M self-check out, self return, staff workstation, conversion station at:
  - Muckleneuk (plus sorter)
  - Sunnyside
  - Johannesburg
  - Florida
  - Polokwane
  - Cape Town
  - Durban
  - Rustenburg
  - East London
  - Pietermaritzburg
  - Nelspruit

**Tagging project**
- 1.7 mil. items tagged using conversion stations (outsourced) vs self tagging
- Only barcode no. on tag vs more info eg. title
- 18 month period
- Tags need to be placed according to specifications
- New items tagged by it or library staff

**Inventory control**
- Use Millennium Circa- ability to update item online during inventory control
- Tag reader- difficult obtaining tag reader that reads tags successfully
- Metal shelves influence tag reader effectiveness
- Different collections interfiled cause problem with RFID inventory control

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Unisa 3M self checkout

1. Place card (BARCODE UP) under scanner, then REMOVE

2. Enter PIN (Personal ID Number) then touch ENTER.

3. Place ITEM on V-Crude

4. Remove item.

5. Items checked out: 1

   Thank you for using the 3M SelfCheck™ System. See you soon.

   Please take your receipt.