

Today's Agenda



❖ Brief overview of Ares – Power Point presentation

❖ Web Site Demonstration

➤ *Instructor Interface*

- *Create a course*
- *Clone a course*
- *Cross List a course*
- *Add Co-Instructors / TA's*
- *Add new items*
- *Copy past items*
- *See current Items*

➤ *Student Interface*

- *Viewing Items*

❖ Client

➤ *Main Window Overview*

- *Menu Items*
- *Selecting a location*
- *Changing password*
- *Searching Items*

➤ *Adding Users*

➤ *Adding Classes*

- *Cross Listing classes*
- *Adding Items to Classes*

➤ *Searching for Items*

➤ *Processing Items*

❖ Documentation and where to get help

➤ *WIKI*

- <https://confluence.cornell.edu/display/CULRes/Home>

➤ *CULRESERVE-L@cornell.edu*

Today's objectives:

- *An introduction to the Ares system, and changes to the current reserves process.*
- *An overview of the web interfaces, for helping patrons.*
- *A tour of the Ares staff client, going over main windows and different functions.*
- *A demonstration of how reserves are processed in Ares.*

What we will not cover today:

- *A detailed description of how to process all types of requests in Ares.*

Please don't feel that at the end of this meeting you should know all there is about Ares. This class is to get everyone familiar with the Ares client and how it functions. A detailed explanation of how to process items in Ares will be covered in the second hands on class.

If your department would like a group training please contact Carman or Jesse.
