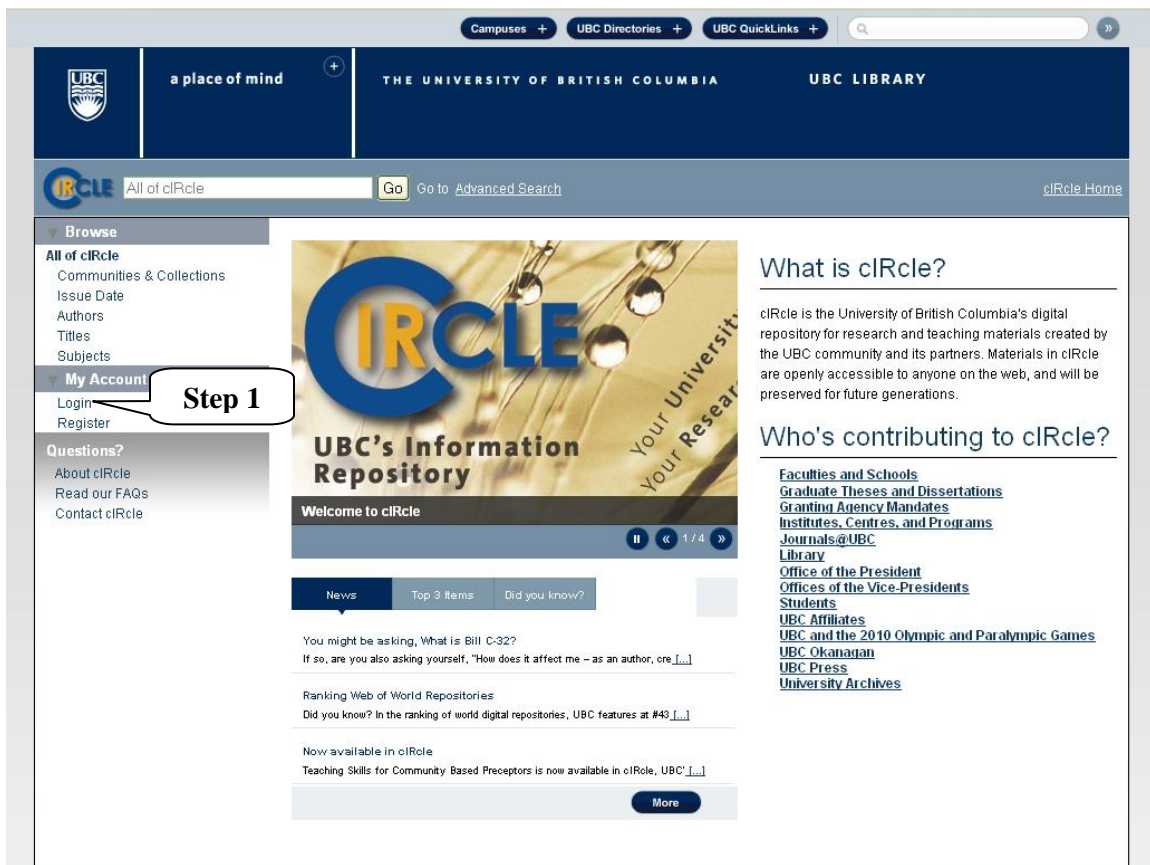


[ITEM MAPPER TOOL]

Items can appear in more than one collection. With Item Mapper, you will be able to search for items using by author name and choose to add them to the collection. This tool also allows you to browse items mapped to the collection and remove them.

To Map an Item:

1. On the cIRcle homepage at circle.ubc.ca, click on “My Account” (Step 1) in the left sidebar.



The screenshot shows the cIRcle homepage. At the top, there is a navigation bar with links for 'Campuses', 'UBC Directories', and 'UBC QuickLinks'. Below this is the UBC logo and the text 'a place of mind' and 'THE UNIVERSITY OF BRITISH COLUMBIA UBC LIBRARY'. The main content area features a search bar with the text 'All of cIRcle' and a 'Go' button. A sidebar on the left contains a 'Browse' section with links for 'All of cIRcle', 'Communities & Collections', 'Issue Date', 'Authors', 'Titles', and 'Subjects'. Below this is a 'My Account' section with a callout box labeled 'Step 1' pointing to the 'Login' link. Other links in the sidebar include 'Register', 'Questions?', 'About cIRcle', 'Read our FAQs', and 'Contact cIRcle'. The main content area has a large banner for 'CIRCLE UBC's Information Repository' with the tagline 'Your University Your Research'. Below the banner is a 'Welcome to cIRcle' message and a 'News' section with three items: 'You might be asking, What is Bill C-32?', 'Ranking Web of World Repositories', and 'Now available in cIRcle'. On the right side, there are sections for 'What is cIRcle?' and 'Who's contributing to cIRcle?' with a list of contributing entities.

2. Once you are logged into your cIRcle account, go to the desired collection page. In the left sidebar under “Context”, click on “Item Mapper” (Step 2).

The screenshot shows the UBC Library cIRcle interface. At the top, there are navigation links for 'Campuses', 'UBC Directories', and 'UBC QuickLinks'. The main header includes the UBC logo, 'a place of mind', 'THE UNIVERSITY OF BRITISH COLUMBIA', and 'UBC LIBRARY'. Below the header, there is a search bar and a dropdown menu for 'This Collection'. The left sidebar contains several menu items: 'Browse', 'All of cIRcle', 'My Account', 'Context', 'Reporting Suite', 'File Conversion', and 'Questions?'. The 'Context' menu is expanded, showing 'Edit Collection', 'Item Mapper', and 'Export Collection'. A callout box labeled 'Step 2' points to the 'Item Mapper' link. The main content area displays the 'Library Events' collection page, which includes a description of the collection, a link to 'Submit a new item to this collection', and a list of 'Recent Submissions' with titles and authors.

Step 2

Library Events

This collection contains presentations, webcasts, and podcasts from events organized by the UBC Library, as well as presentations made by UBC librarians in other locations.

Recent Submissions

- [Surfacing UBC scholarship through knowledge translation & exchange](#)
Hurrell, Christie (2009-10-21)
- [Thesis submission and archiving: the Dark Ages](#)
Read, Max (2009-10-21)
- [Copyright and author rights workshop](#)
Kirchner, Joy; Taylor, Sally (2009-10-20)
- [University supports for Open Access: a Canadian national study](#)
Morrison, Heather; Greyson, Devon (2009-10-20)
- [European repositories and OA](#)
Starr, Lea (2009-10-20)

[Show Statistical Information](#)

3. Type the name of the author whose work you would like you to have mapped into your collection and click on “**Search Items**” (Step 3).

The screenshot shows the UBC Library website with the 'Item Mapper' tool. The top navigation bar includes 'Campuses +', 'UBC Directories +', and 'UBC QuickLinks +'. The main header features the UBC logo, 'a place of mind', 'THE UNIVERSITY OF BRITISH COLUMBIA', and 'UBC LIBRARY'. Below the header is a search bar for 'All of cIRcle' with a 'Go' button and a link to 'Advanced Search'. The left sidebar contains a 'Browse' menu with categories like 'All of cIRcle', 'My Account', 'Reporting Suite', and 'File Conversion'. The main content area is titled 'Item Mapper - Map Items from Other Collections' and shows the collection 'Library Events'. A statistics box indicates '0 of 15 items in this collection are mapped in from other collections'. A search box contains the text 'hilde' and a 'Search Items' button. A callout box labeled 'Step 3' points to the 'Search Items' button. Below the search box are 'Browse mapped items' and 'Return' buttons.

4. Click the appropriate box(es) of the desired author (Step 4a) and click on “Map selected items” (Step 4).

The screenshot shows the UBC Library cIRcle search results page. The search term is "hilde". The page displays a list of search results with columns for Collection, Author, and Title. A callout box labeled "Step 4" points to the "Map selected items" button.

Search items matching: "hilde"

Map selected items

| Collection | Author | Title |
|--|---|---|
| <input type="checkbox"/> Library Staff Papers and Presentations | Sobol, Barbara | Open Access & cIRcle: Scholarly Publishing in Context |
| <input type="checkbox"/> SLAIS Faculty | Colenbrander, Hilde | Opening access to scholarly research |
| <input type="checkbox"/> Library Staff Papers and Presentations | Drexhage, Glenn | UBC and the Olympics come full cIRcle |
| <input type="checkbox"/> Retrospective Theses and Dissertations | Kilian, Monica | The exile's experience : an examination of the poetry of Hilde Domin and Waclaw Iwaniuk |
| <input type="checkbox"/> Library Staff Papers and Presentations | Colenbrander, Hilde | Digital 'Publishing' Services at UBC Library, cIRcle and more |
| <input type="checkbox"/> Retrospective Theses and Dissertations | Kilpatrick, Myrtle Esther | Seriological groups of diphtheria bacilli |
| <input type="checkbox"/> Seismic Laboratory for Imaging and Modeling | Bayreuther, Moritz | Computation of time-lapse differences with 3D directional frames |

5. Once the item has been mapped, a notice will appear on your screen stating, “The items were successfully mapped” (**Step 5**).

[Note: To exit/logout of cIRcle, click on “Logout” in the left sidebar.]

The screenshot displays the cIRcle Item Mapper interface. At the top, there is a navigation bar with the UBC logo, the text "a place of mind", and "THE UNIVERSITY OF BRITISH COLUMBIA UBC LIBRARY". Below this is a search bar with the text "All of cIRcle" and a "Go" button. The main content area is titled "Item Mapper - Map Items from Other Collections" and shows a collection named "Library Events". A notice box at the top of the main content area contains the text "Notice" and "The items were successfully mapped." A callout bubble labeled "Step 5" points to this notice. The left sidebar contains a navigation menu with categories: "Browse", "My Account", "Reporting Suite", "File Conversion", and "Questions?".

To Unmap an Item:

1. To unmap an item, click on “Browse mapped items”. Next, click the appropriate box of the author and click on “Unmap selected items”. Or, click on “Return” to go back to the previous screen(s).

[Note: To exit/logout of cIRcle, click on “Logout” in the left sidebar.]

The screenshot shows the cIRcle interface. At the top, there is a navigation bar with the UBC logo, the slogan "a place of mind", and the text "THE UNIVERSITY OF BRITISH COLUMBIA" and "UBC LIBRARY". Below this is a search bar with the text "All of cIRcle" and a "Go" button. The main content area is titled "Browsing mapped items" and contains a table with the following data:

| | Collection | Author | Title |
|-------------------------------------|--|----------------|---|
| <input checked="" type="checkbox"/> | Library Staff Papers and Presentations | Sobol, Barbara | Open Access & cIRcle: Scholarly Publishing in Context |

Below the table, there are two buttons: "Unmap selected items" and "Return". A callout box labeled "Step 1" points to the "Unmap selected items" button. The left sidebar contains a menu with the following items: "Browse", "All of cIRcle", "Communities & Collections", "Issue Date", "Authors", "Titles", "Subjects", "My Account", "My Exports", "Logout", "Profile", "Submissions", "Reporting Suite", "Content & usage analysis", "Generate a Bibliography", "File Conversion", "File Conversion", "Questions?", "About cIRcle", "Read our FAQs", and "Contact cIRcle".