



The State University of New York

SpineOmatic & Orbis Cascade Label Printer Cloud Apps

Maggie McGee
June 15, 2021

www.suny.edu



SpineOmatic & Orbis Cascade Label Printer Cloud Apps

In this session we will cover:

1. Requirements to use Cloud Apps in Alma
2. How to install the SpineOmatic Cloud App in Alma
3. How to configure the SpineOmatic Cloud App in Alma
4. How to use the SpineOmatic Cloud App in Alma:
5. How to install the Orbis Cascade Label Printer Cloud App in Alma
6. How to configure the Orbis Cascade Label Printer Cloud App in Alma
7. How to use the Orbis Cascade Cloud App in Alma:



Cloud Apps in Alma

- Requirements to use Cloud Apps in Alma:
 1. Enable Cloud Apps for the institution
 2. Required roles
- Cloud Apps with configurations:
 - Can only be configured by users with specific roles
 - Configurations are inherited by all users in the institution
- Cloud Apps with settings:
 - Do not require a role to configure the settings
 - Are user specific
 - Must be configured for every user who installs the App

Required Roles

- Required role to install Cloud Apps:
 - General System Administrator
- Required role to configure SpineOmatic:
 - General System Administrator
- One of the following roles is required to configure the Orbis Cascade Label Printer Cloud APP:
 - General System Administrator
 - Acquisitions Administrator
 - Catalog Administrator
 - Repository Administrator

SpineOmatic vs. Orbis Cascade Label Printer Functionality

Functionality	SpineOmatic	Label Printer
Uses Configuration	X	X
Uses Settings		X
Prints to a sheet of Labels	X	
Prints to a label printer	X	X
Prints from a Physical Items Search	X	
Prints from a set	X	
Prints from scanning in an item	X	
Prints from the Physical Item Editor		X
Ability to save barcodes for printing later	X	
Print prefixes	X	X
Edit labels before printing		X

Enabling Cloud Apps in Alma

To enable Cloud Apps in Alma:

1. Go to **Configuration> General>General Configuration>Cloud App Configuration**
2. Click on **Enable Cloud Apps**
 - Takes you to Ex Libris Developer's Network
3. Read the Cloud Apps agreement
4. Check the "Terms above acknowledged and agreed" box
5. Click **Activate CloudApps for [Institution]**
6. Log out of Alma
7. Log back into Alma
8. The Cloud Apps icon will appear in the toolbar



SPINEOMATIC CLOUD APP: INSTALLATION & CONFIGURATION

SpineOmatic Cloud App

- SpineOmatic Cloud App:
 - Uses configurations that are:
 - Configured by a user with the General System Administrator role
 - Configurations are inherited by all users
 - Ability to configure multiple templates
 - Templates determine what will be printed on the label
 - Customize what fields print from the item and holdings record
 - Choose prefixes (from \$\$k) to print
 - Ability to configure multiple layouts
 - Layouts determine how the label will print based on label dimensions
 - Print to a printer or a label printer
 - Print labels from:
 - Physical item repository search
 - Scanned in items
 - Set

Using the SpineOmatic Cloud App

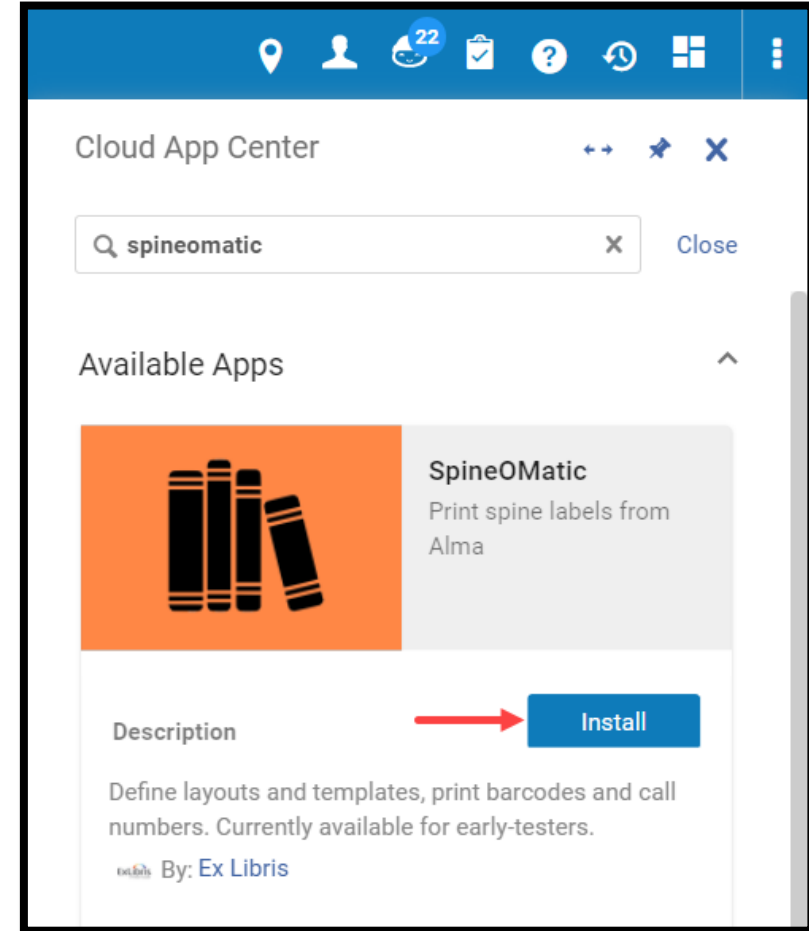
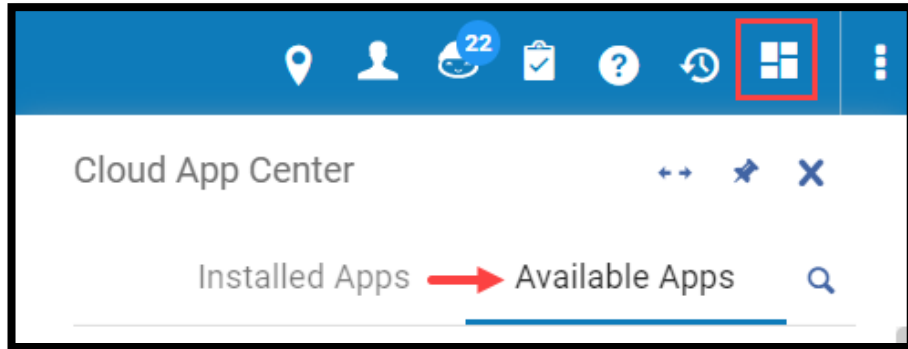
- Barcodes can be saved
 - Physical item repository search results can only be saved with other repository search results
 - Scanned in barcodes can only be saved with other scanned in barcodes
 - Sets can only be saved with other sets
- Ability to Offset labels, which allows the user to begin printing at X label
- Gridlines are useful when testing how labels will print during configuration
- Chrome browser is the recommended browser



Installing the SpineOmatic Cloud App

To install the SpineOmatic Cloud App:

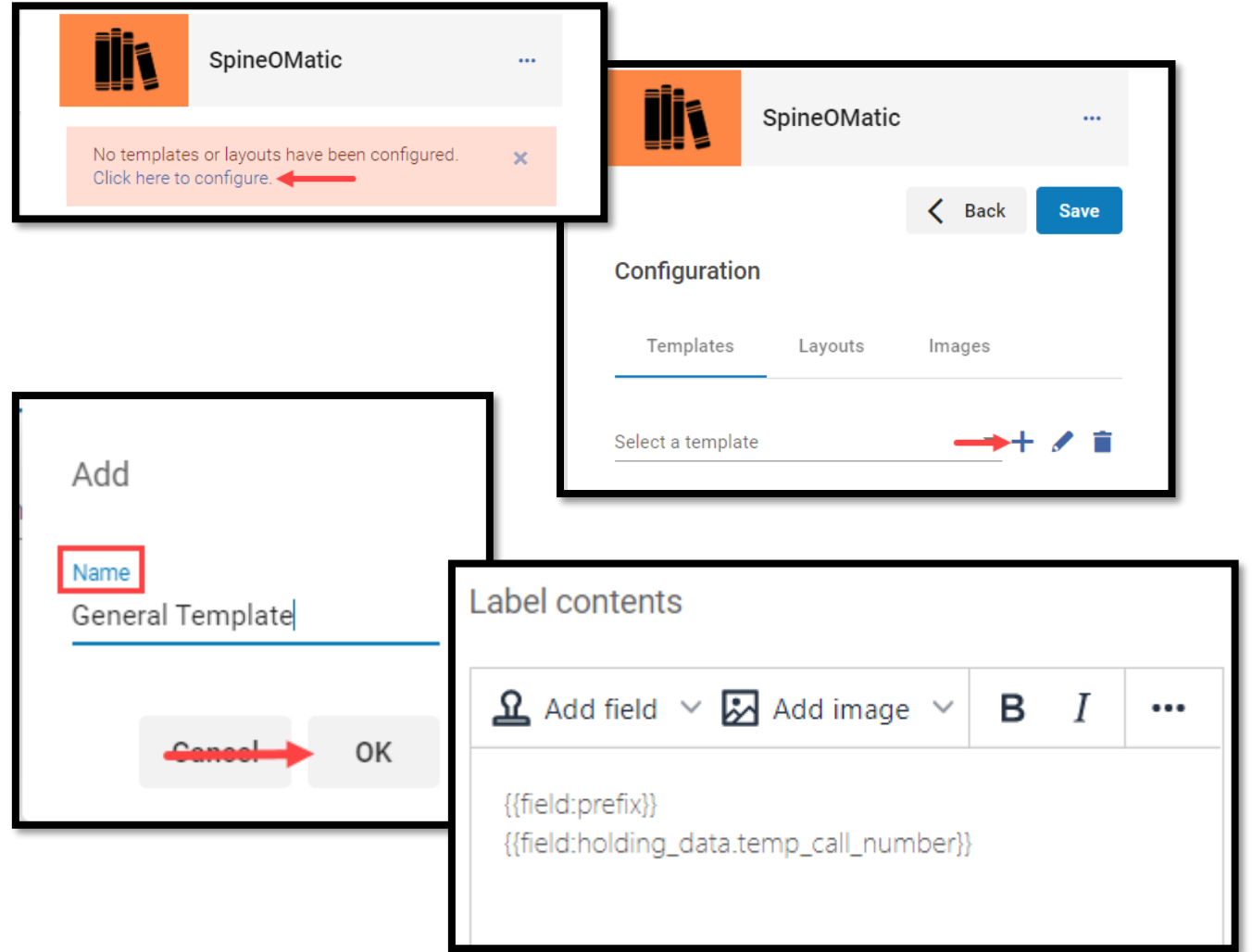
1. Click on the **Cloud App icon**
2. Click on **Available Apps**
3. Search for SpineOmatic
4. Click on the SpineOmatic Cloud App
5. Click ***Install***



Configuring the SpineOmatic Cloud App Template

To configure the SpineOmatic Cloud App Template:

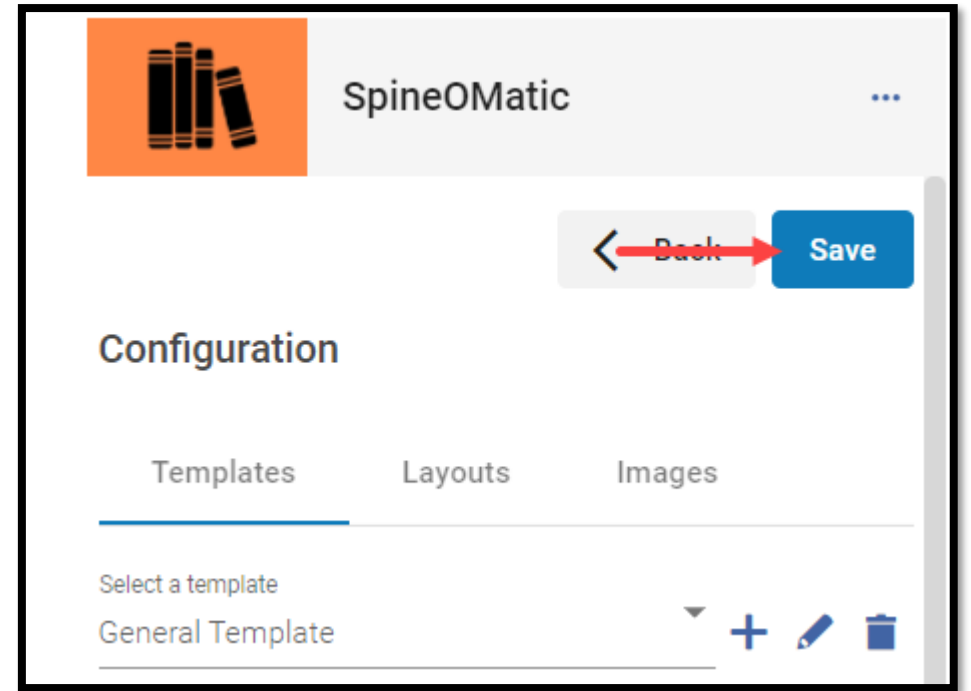
1. Click on ***Click here to configure***
2. Click on the + (plus sign) to add a template
3. Name the template
4. Click ***Ok***
5. Select the Label Contents
 1. Click ***Add Field***
 2. Select field(s)
 - Hit Shift+Enter to create single spaces between fields
6. To edit the font:
 1. Highlight the fields
 2. Click the ellipses
 3. Select font parameters



Configuring the SpineOmatic Cloud App Template

Configuring the SpineOmatic Cloud App Template
Continued:

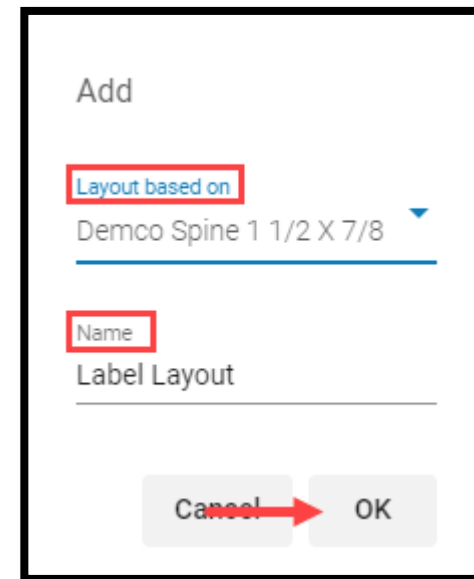
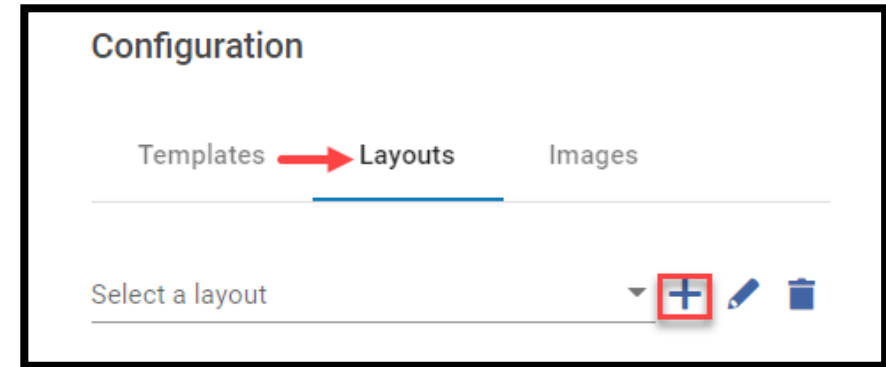
7. Expand Call Number
 1. Check the “Line breaks between call number parts” box
 2. Leave **Default (Alma)**
8. Expand “Label Prefixes” (for institutions with more than one library)
 1. Click **Add Prefixes**
 2. Select the Library
 3. Select the Location
 4. Select the text
 5. Click **OK**
9. Scroll back up
10. Click **Save**



Configuring the SpineOmatic Cloud APP Layout

To configure the SpineOmatic Cloud App Layout:

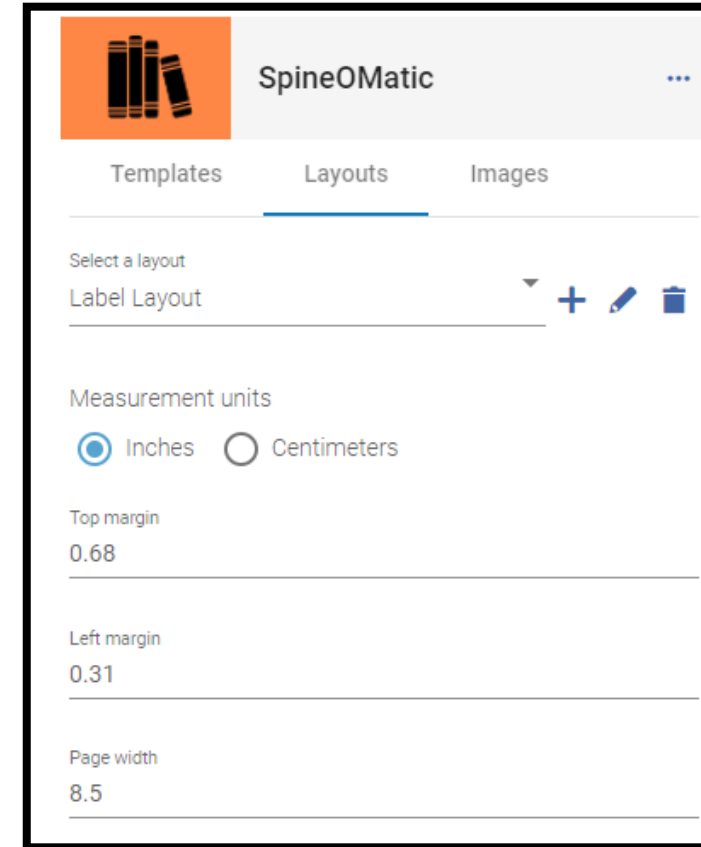
1. Click on **Layouts**
2. Click on the + (plus sign) to add a template
3. Select “Layout based on:”
 1. Blank
 2. Pre-defined layout
4. Name the layout
5. Click **OK**



Configuring the SpineOmatic Cloud APP Layout

To configure the SpineOmatic Cloud App Layout continued:

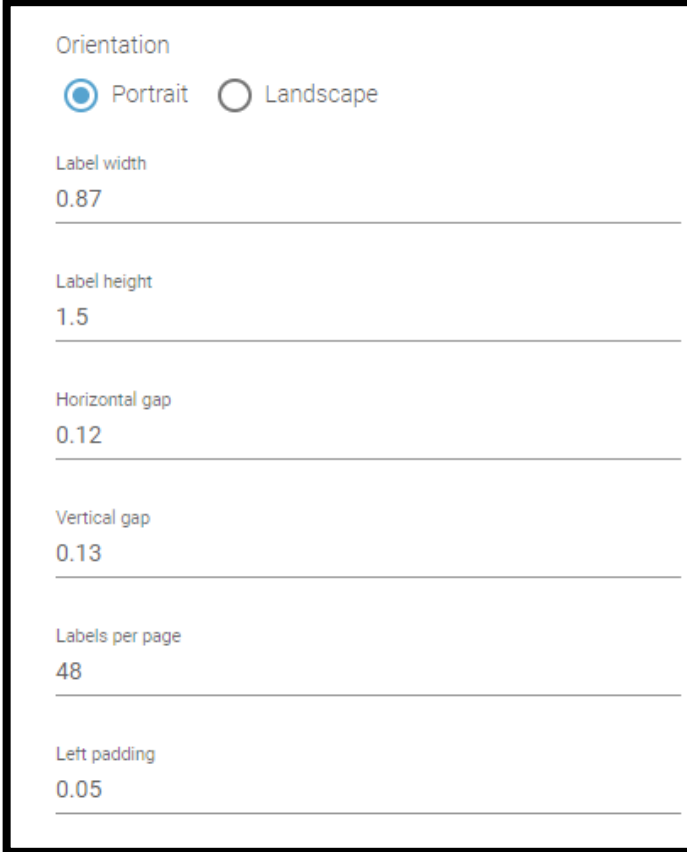
6. Edit or configure the layout parameters:
 1. Measurement Units:
 - Inches
 - Centimeters
 2. Top margin
 3. Left margin
 4. Page width



Configuring the SpineOmatic Cloud APP Layout

To configure the SpineOmatic Cloud App Layout continued:

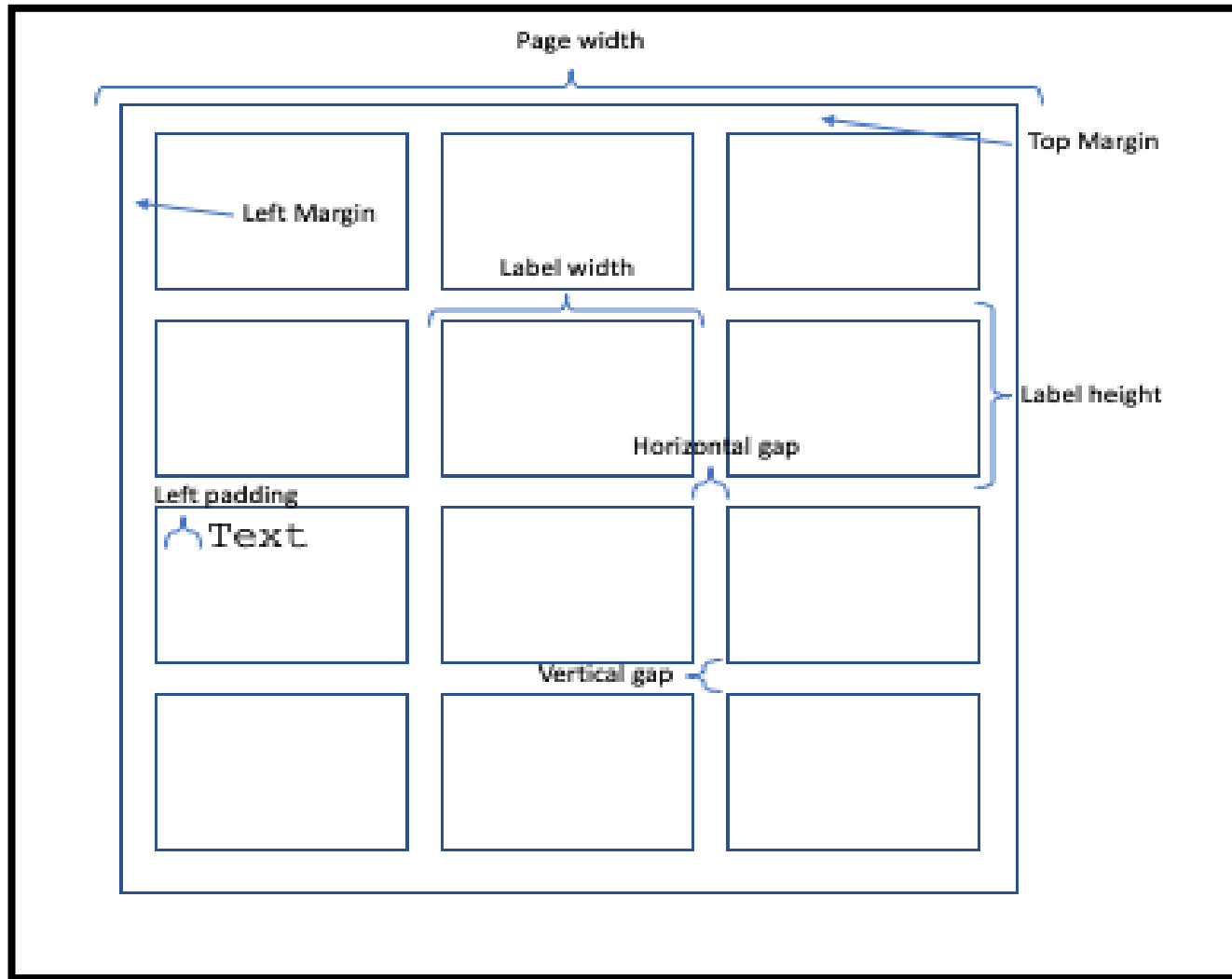
6. Edit or configure the layout parameters:
 5. Select Orientation (page):
 - Portrait
 - Landscape
 6. Label width
 7. Label height
 8. Horizontal gap
 9. Vertical gap
 10. Label per page
 11. Left padding
 - Where the label will begin printing
 - No left padding and the label will print at the edge
7. Click **Save**



The screenshot shows a configuration form for the SpineOmatic Cloud APP layout. It includes the following settings:

- Orientation:** Portrait (selected) and Landscape (unselected).
- Label width:** 0.87
- Label height:** 1.5
- Horizontal gap:** 0.12
- Vertical gap:** 0.13
- Labels per page:** 48
- Left padding:** 0.05

Configuring the SpineOmatic Cloud APP



USING THE SPINEOMATIC CLOUD APP

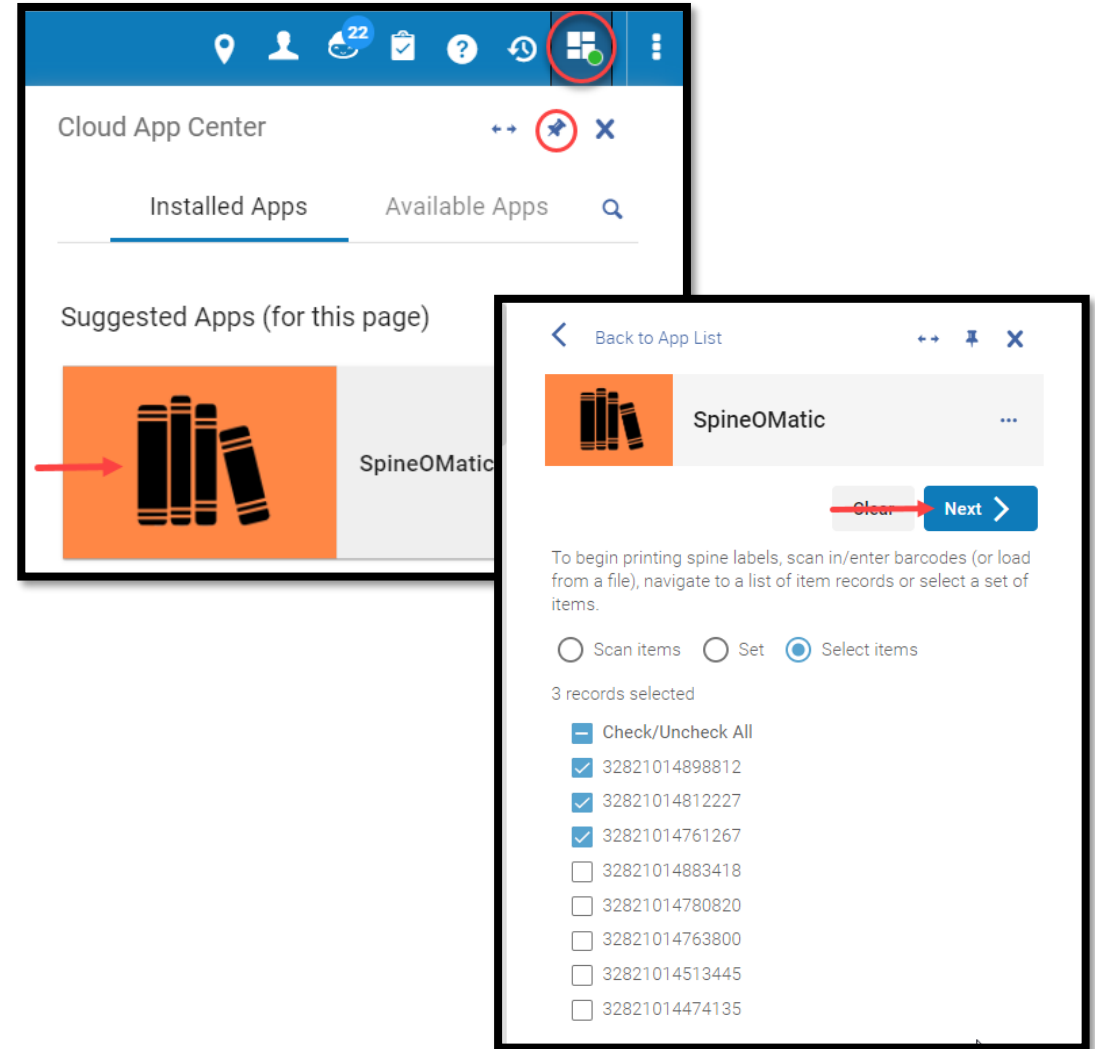


The State University
of New York

Printing Labels from a Physical Item Repository Search

To print labels from a physical item repository search:

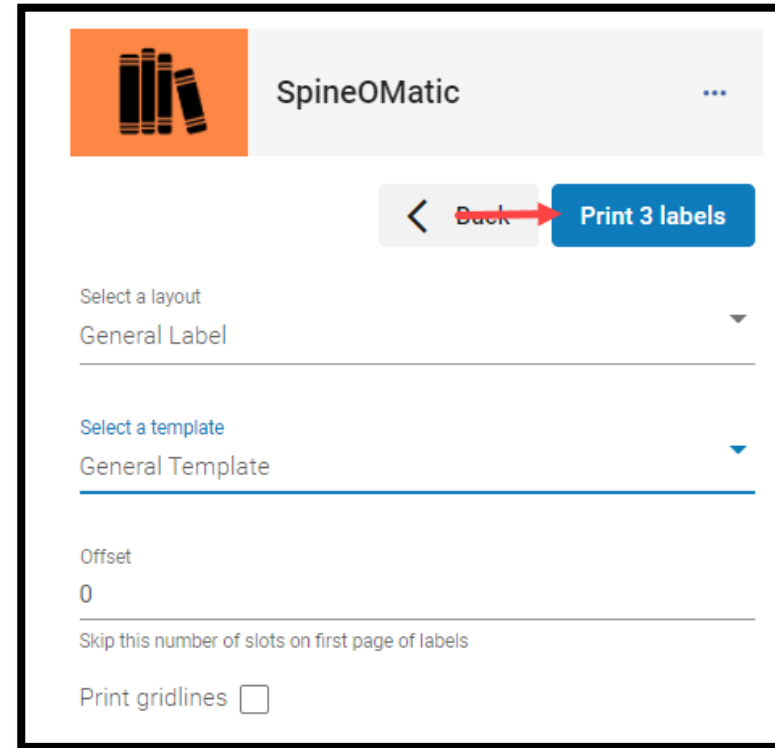
1. Perform a physical item repository search
2. Click on the **Cloud App icon**
 - Optional: Click on the pin to keep the cloud app open
3. Click on the **SpineOmatic** Cloud App
4. Defaults to items from the repository search results
5. Check box(es) of the barcodes to be printed
6. Click **Next**



Printing Labels from a Physical Item Repository Search

To print labels from a physical item repository search continued:

7. Select the Layout
8. Select the template
9. Offset defaults to 0 (zero)
 - Change the number if the user wants to print at a label other than the 1st label
10. Select Print Gridlines if the user wants it to print an outline around the label
11. Click ***Print # Labels***

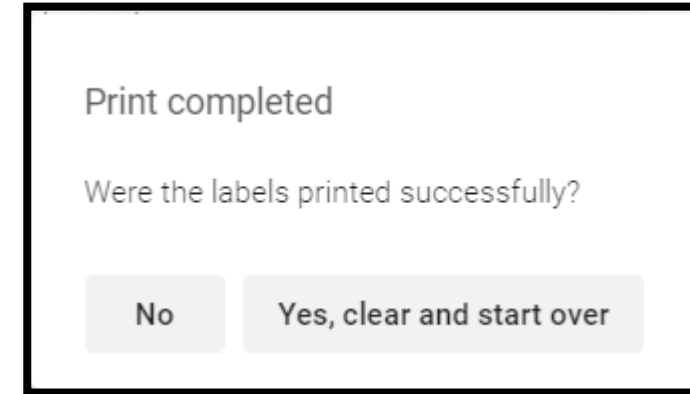


The screenshot shows the SpineOMatic web interface. At the top left is an orange icon of three books. To its right is the text "SpineOMatic" followed by a three-dot menu icon. Below this, there are two buttons: a grey "Back" button with a left arrow and a blue "Print 3 labels" button with a right arrow. A red arrow points from the "Back" button to the "Print 3 labels" button. Below the buttons are three sections: "Select a layout" with a dropdown menu showing "General Label", "Select a template" with a dropdown menu showing "General Template", and "Offset" with a text input field containing "0". Below the offset field is the text "Skip this number of slots on first page of labels". At the bottom is a checkbox labeled "Print gridlines" which is currently unchecked.

Printing Labels from a Physical Item Repository Search

To print labels from a physical item repository search continued:

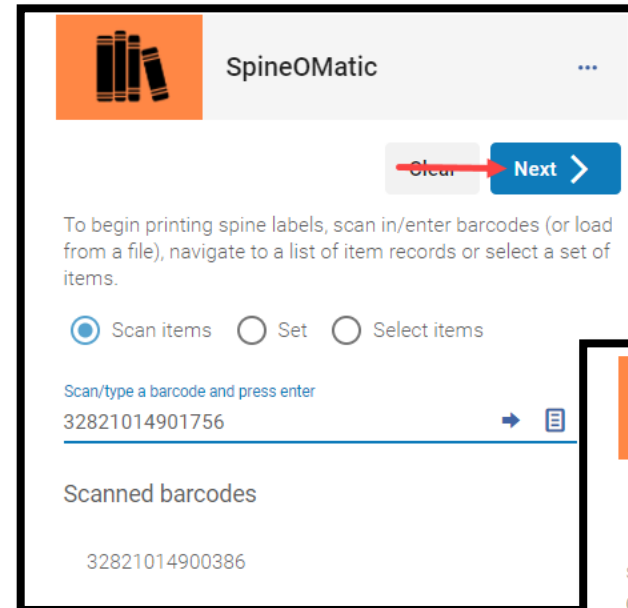
12. Select the printer
13. Expand **More Settings**
14. Change Margins to None
15. Click ***Print***
16. Select “**Yes**” or “**No**” when the Print completed message pops-up
 - No will store the barcodes
 - Yes will clear the barcodes



Printing Labels by Scanning in Barcodes

To print labels by scanning in barcodes:

1. Click on the **Cloud App icon**
2. Click on the **SpineOmatic App**
3. Click on the “**Scan Item**” radio button
4. Scan item barcodes in
5. Click **Next**
6. Select the Layout
7. Select the template
8. Offset defaults to 0 (zero)
 - Change the number if the user wants to print at a label other than the 1st label
9. Select Print Gridlines if the user wants it to print an outline around the label
11. Click **Print # Labels**



SpineOmatic

Clear Next >

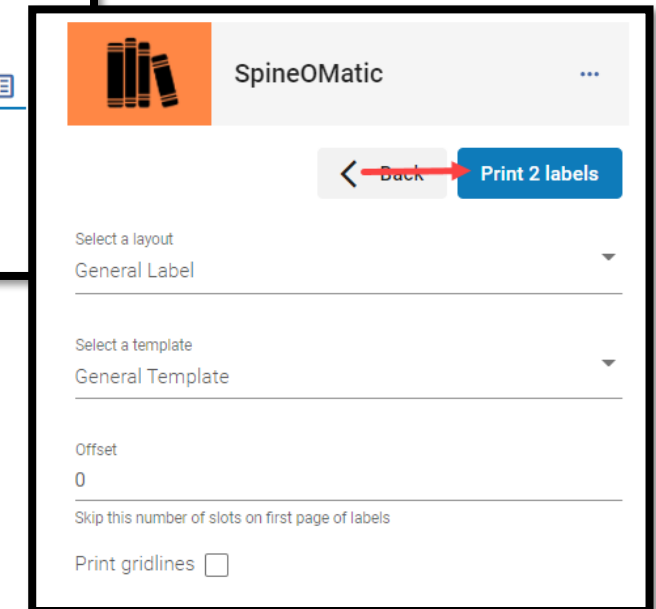
To begin printing spine labels, scan in/enter barcodes (or load from a file), navigate to a list of item records or select a set of items.

☒ Scan items ☐ Set ☐ Select items

Scan/type a barcode and press enter
32821014901756

Scanned barcodes

32821014900386



SpineOmatic

< Back Print 2 labels

Select a layout
General Label

Select a template
General Template

Offset
0

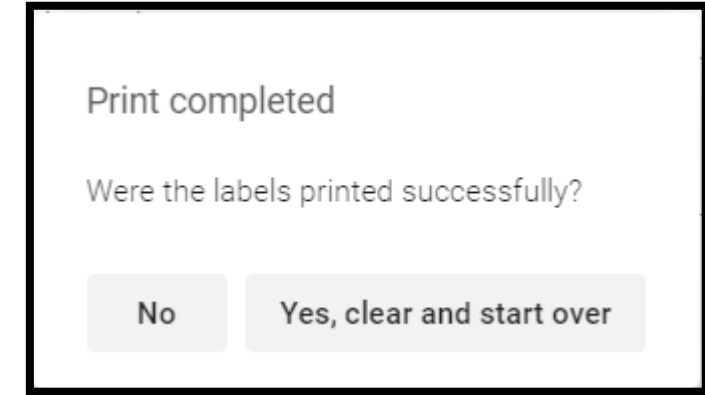
Skip this number of slots on first page of labels

Print gridlines ☐

Printing Labels by Scanning in Barcodes

To print labels by scanning in barcodes continued:

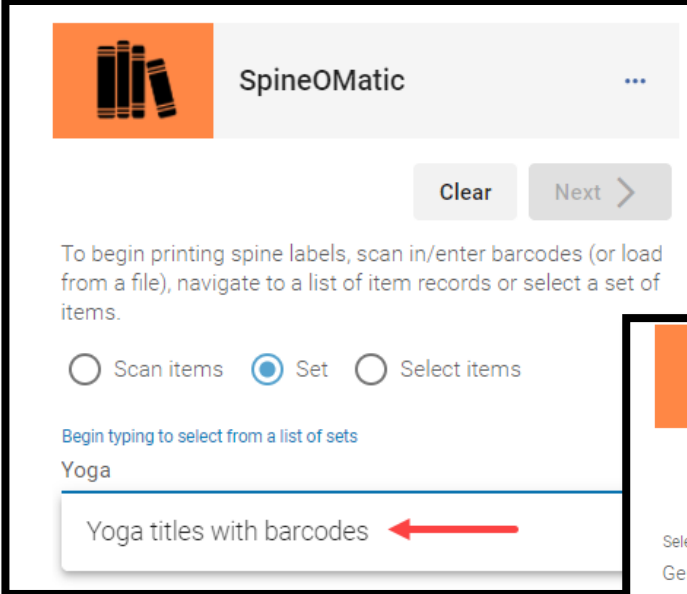
12. Select the printer
13. Expand **More Settings**
14. Change Margins to None
15. Click ***Print***
16. Select “**Yes**” or “**No**” when the Print completed message pops-up
 - No will store the barcodes
 - Yes will clear the barcodes



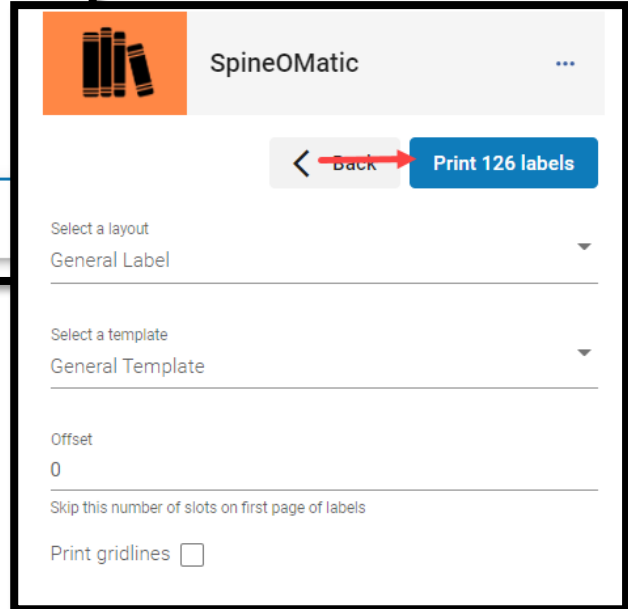
Printing Labels from a Set

To print labels from a set:

1. Click on the **Cloud App icon**
2. Click on the **SpineOmatic** App
3. Click on the “**Set**” radio button
4. Begin typing in the physical item set name
5. Click on the Set
6. Click **Next**
7. Select the Layout
8. Select the template
9. Offset defaults to 0 (zero)
 - Change the number if the user wants to print at a label other than the 1st label
10. Select Print Gridlines if the user wants it to print an outline around the label
11. Click **Print # Labels**



The screenshot shows the SpineOmatic app interface. At the top, there's an orange icon of books and the text 'SpineOmatic'. Below this, there are 'Clear' and 'Next >' buttons. A text block says: 'To begin printing spine labels, scan in/enter barcodes (or load from a file), navigate to a list of item records or select a set of items.' Below this text are three radio buttons: 'Scan items', 'Set' (which is selected), and 'Select items'. Underneath the radio buttons is a text input field with the placeholder 'Begin typing to select from a list of sets'. The field contains the text 'Yoga'. Below the input field, a search result 'Yoga titles with barcodes' is displayed with a red arrow pointing to it.

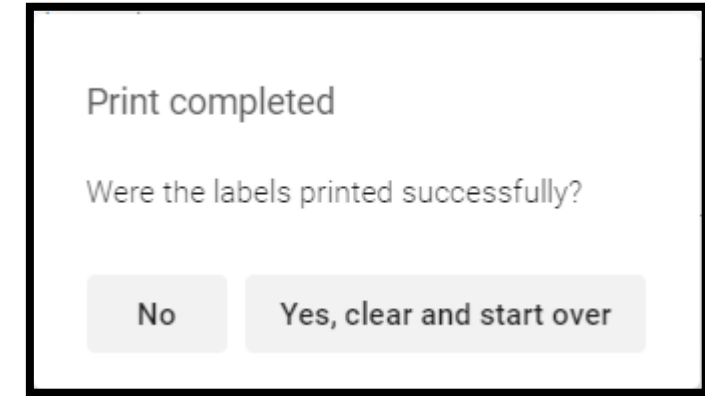


The screenshot shows the final step of the SpineOmatic app interface. At the top, there's an orange icon of books and the text 'SpineOmatic'. Below this, there are '< Back' and 'Print 126 labels' buttons. The main area contains several settings: 'Select a layout' with a dropdown menu showing 'General Label'; 'Select a template' with a dropdown menu showing 'General Template'; 'Offset' with a value of '0'; 'Skip this number of slots on first page of labels' with a value of '0'; and 'Print gridlines' with an unchecked checkbox.

Printing Labels from a Set

To print labels from a set continued:

12. Select the printer
13. Expand More Settings
14. Change Margins to None
15. Click ***Print***
16. Select “Yes” or “No” when the Print completed message pops-up
 - No will store the barcodes for printing
 - Yes will clear the barcodes



ORBIS CASCADE LABEL PRINTER CLOUD APP: INSTALLATION & CONFIGURATION



The State University
of New York

Orbis Cascade Label Printer Cloud App

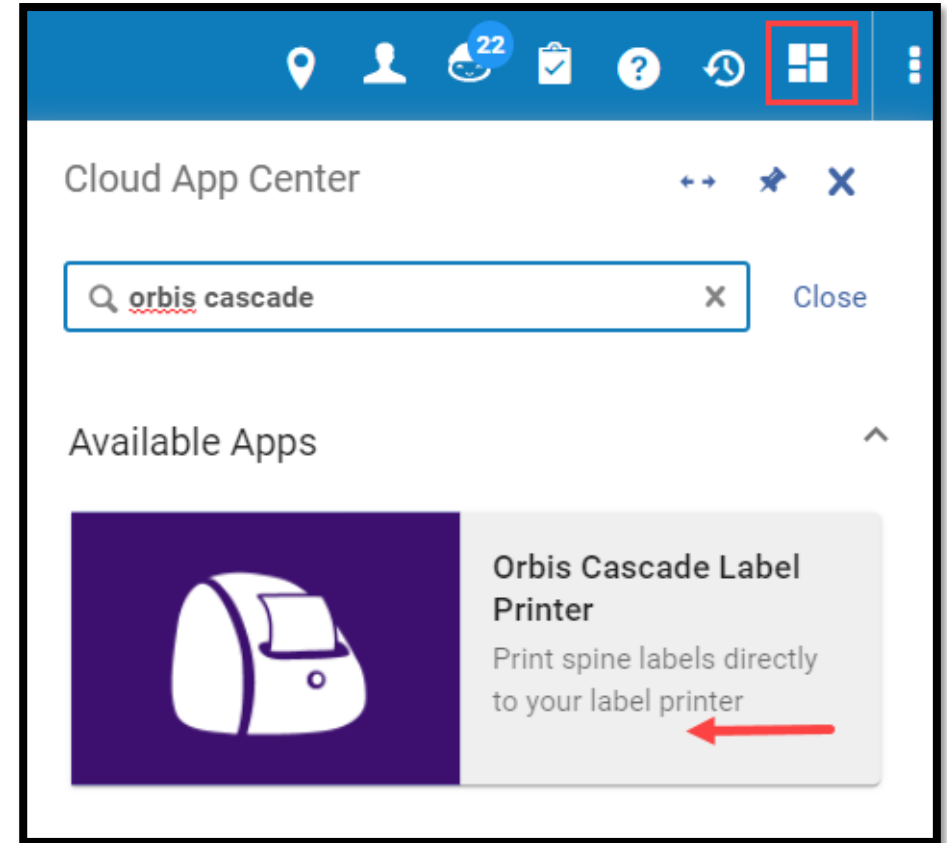
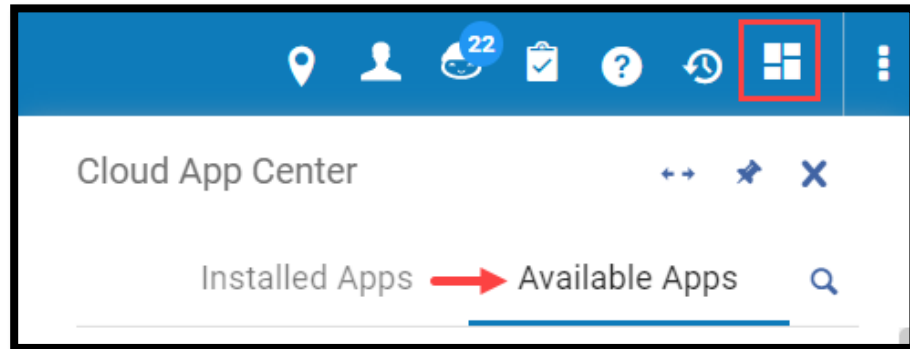
Orbis Cascade Label Printer Cloud App:

- Uses settings and configurations
 - Settings for label printer parameters
 - Configurations for prefixes
- Settings are user specific with Cloud Apps
 - Must be configured by each user
- Prefixes can be configured
 - [library name]+[location code]=[label text]
 - “Sojourner Truth Library+JUV=JUV”
 - One entry per line
 - Inherited by all users
- Item must be in open in the Physical Item Editor to print
- Can only print one label at a time
- Can edit the label prior to printing
- Prints labels to a label printer only
- Chrome it the preferred browser

Installing the Orbis Cascade Label Printer Cloud App

To install the Orbis Cascade Label Printer Cloud App:

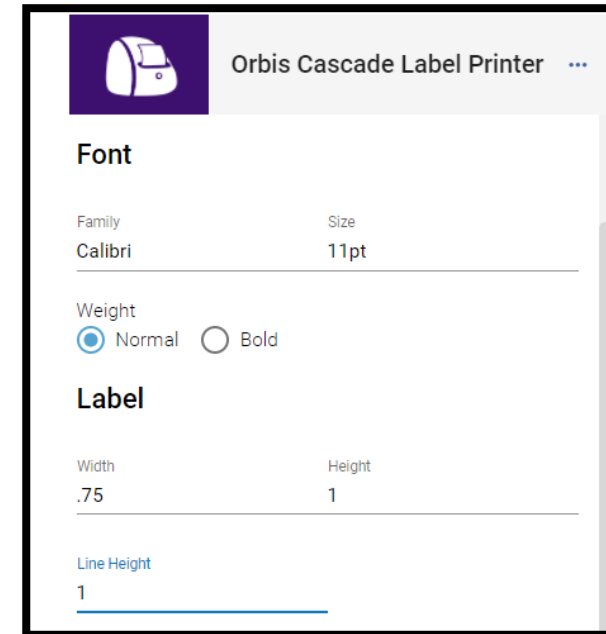
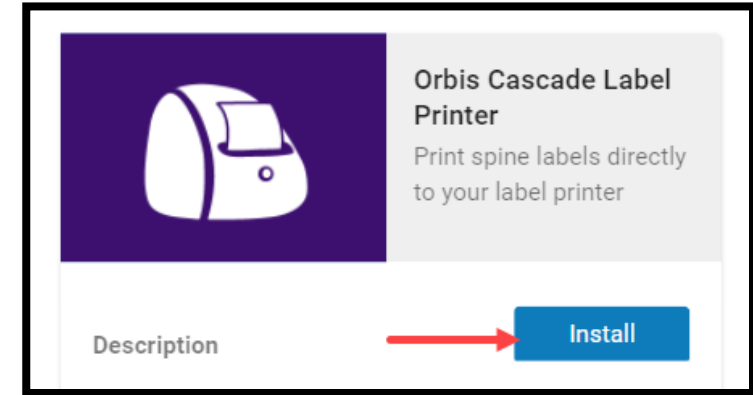
1. Click on the **Cloud App** icon
2. Click on **Available Apps**
3. Search for Orbis Cascade Label Printer Cloud App
4. Click on the ***Orbis Cascade Label Printer*** Cloud App
5. Click ***Install***



Installing the Orbis Cascade Label Printer Cloud App

To install the Orbis Cascade Label Printer Cloud App continued:

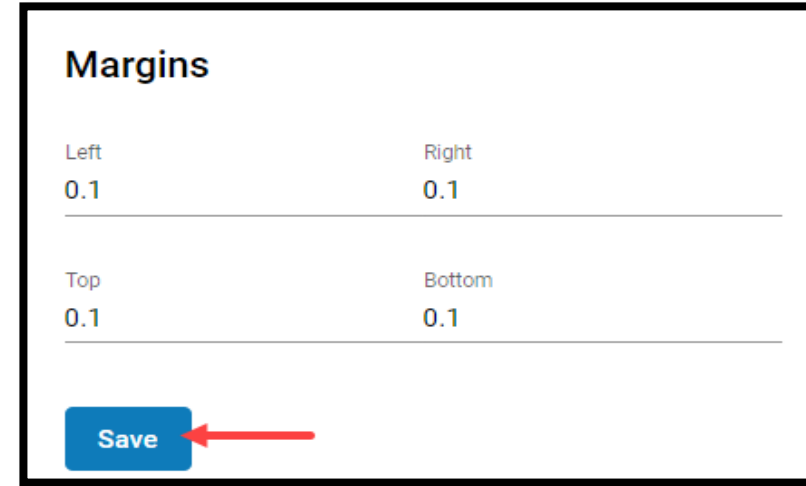
6. Click ***Install***
7. Font
 - Family: [Type in the font name]
 - Size: [Select the font size]
 - Weight: [Select Normal or Bold]
8. Label:
 - Width: [Type in the label width]
 - Height: [Type in the label height]
 - Line Height: [Type in the line height]



Installing the Orbis Cascade Label Printer Cloud App

To install the Orbis Cascade Label Printer Cloud App continued:

9. Margins:
 - Left: [Type in the left margin]
 - Right: [Type in the right margin]
 - Top: [Type in the top margin]
 - Bottom: [Type in the bottom margin]
10. Click **Save**



Margins

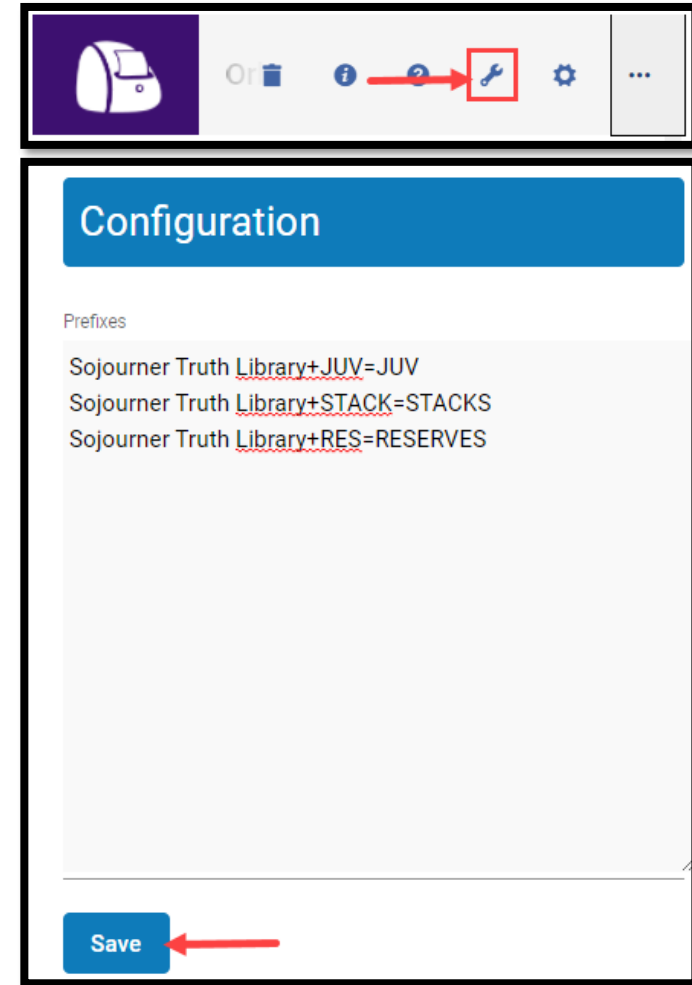
Left	Right
0.1	0.1
<hr/>	
Top	Bottom
0.1	0.1
<hr/>	

Save

Configuring the Orbis Cascade Label Printer Cloud App

To configure prefixes for the Orbis Cascade Label Printer App:

1. Click on the ellipses of the Orbis Cascade Label Printer Cloud App
2. Click on the configuration icon (wrench)
3. Type in the prefix(es) in the text box using the following pattern:
 - [library name]+[location code]=[label text]
 - Sojourner Truth Library+JUV=JUV
4. Click **Save**

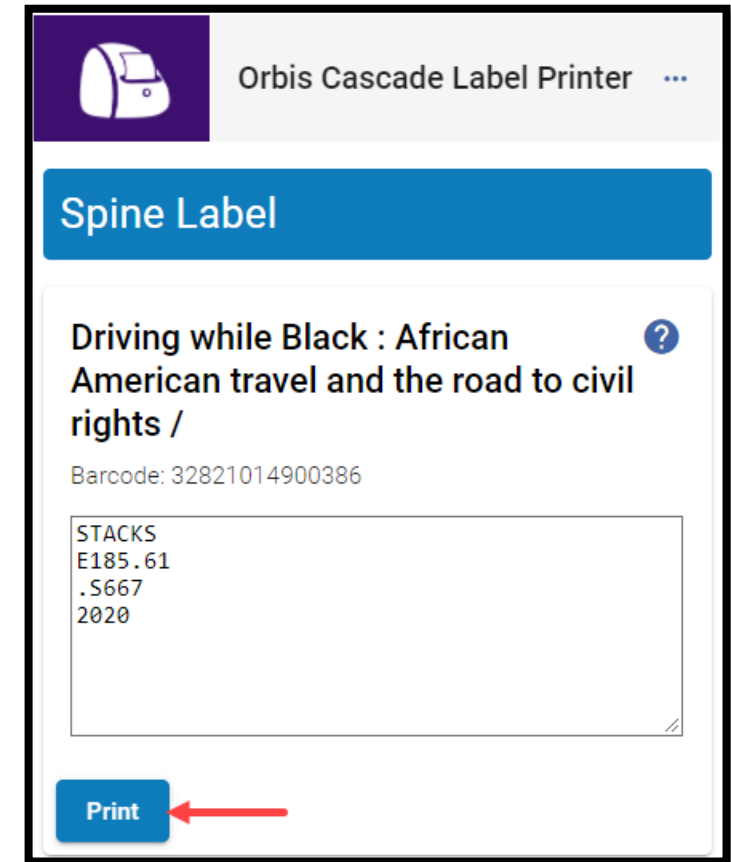


USING THE ORBIS CASCADE LABEL PRINTER CLOUD APP

Using the Orbis Cascade Label Printer Cloud App

To use the Orbis Cascade Label Printer Cloud App:

1. Open an item in the physical item editor
2. Click on the **Cloud App icon**
 - Optional: pin the Cloud App
3. Click on the **Orbis Cascade Label Printer** Cloud App
4. Click **Print**
5. Select the printer
6. Click on **"More Settings"**
 - Margins: [Select None]
7. Click **Print**



SUPPORTING DOCUMENTATION



The State University
of New York

SpineOmatic & Orbis Cascade Label Printer Apps

- Ex Libris:
 - [Configuring Cloud Apps](#)
 - [Rest APIs](#)
 - [How to install and use the SpineOMatic cloud app](#)
 - [Orbis Cascade Label Printer](#)

