Intranets in the Corporate Search Environment

Randy Nielsen
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Moving from search results to information services

• Information professionals continue to transform to new roles
  – 19% of libraries are fully digital
• Information professionals create virtual (Intranet) tools for users
  – Presence of the library on intranets is significant
    • 65% of Info Pros offer intranet services
    • Additional 10% outsource intranet services
  – Virtual tools allow information professionals to reach more users

(Outsell Report: Changing Role of Information Professional, July 2001)
Early generation Intranet solutions did not meet expectations and were more difficult to implement

- Significant investment required from the “library”
  - HTML knowledge is a must
  - Custom page creation for research groups difficult and time-consuming
  - Users need training
- Assistance needed from Information Technology department for installation and on-going maintenance
Intranet solutions have evolved to address early challenges

- Web design and Intranet content management products are easier to set-up, administer, and search
- Broad and custom content is now available
- Current-awareness alerts are now available
Intranet solutions have evolved to address early challenges

- Products can blend with the look-and-feel of your intranet
- Branding of company and services provided by the Information Professional is easier
- New, easy-to-use interfaces reduce the need for training
Several companies offer Intranet solutions.

- lexis.com
- Intranet Solutions
- nerac.com
- STN Easy
  for Intranets
- DIALOG
  A THOMSON COMPANY
- factiva
A new enterprise-wide sci-tech information solution will soon be available

[STN Easy] for Intranets
STN Easy for Intranets offers information professionals many benefits

• Helps users be more effective
• Provides users with a customized search experience in a secure searching environment
• Allows Info Pros time to conduct value-added services
• Manage research costs
STN Easy for Intranets offers information professionals many benefits

• Blend the look-and-feel of the STN Easy interface with your intranet
• Increases visibility of info pros within a company by providing links to your department and services
• Set up, maintain, and deliver current-awareness alerts results to users
STN Easy for Intranets is easy for information professionals to set up and maintain

• Easy-to-use STN Easy for Intranets Setup Assistant guides you through the customization process
• No programming, Information Technology support, or HTML knowledge is needed
• No software installation is needed
• World-class Customer Service and Software Support is available
Setup Assistant is easy to access and use, allowing you to blend STN Easy for Intranets with your corporate intranet.

Welcome to STN Easy for Intranets. This Setup Assistant allows you, as site administrator, to customize STN Easy for Intranets to blend with your company's intranet. During the setup process, you can customize:

- Color and Font
- Database Categories
- Preferences
- Corporate Logo and Links

Click here to see an example.
Fonts and colors can be easily customized to match your Intranet.
Manage the content available for users by selecting existing STN Easy categories.

- Select Existing STN Easy Categories:
  - Agriculture
  - Biotechnology
  - Building & Construction
  - Business
  - Chemical Catalogs
  - Chemical Substances
  - Chemistry, Analytical
  - Drug Names
  - Drug News
  - Energy

- STN Easy Categories Selected:
  - Chemistry References

Select All
Remove
Select
Clear All

Previous
Next
Cancel

You must set up at least one Existing STN Easy Category or Custom Category.

If you do not wish to select any Existing STN Easy Categories, click "Next".
Custom Categories may be created in the next step.

For details about Categories and Databases, click here.
Information professionals control content access by creating custom database categories.

**Database Categories - Define Custom Categories**

**Step 1: Custom Category Name:**
For each category, enter a short Custom Category Name (10-30 characters).

If you do not wish to create a Custom Category, click "Next".

Repeat steps 1-3 on this page to create multiple categories.

**Step 2: Select Databases for Your Custom Category:**
- ADISINSIGHT
- ADISNEWS
- AGRICOLA
- ANABSTR
- BIOSIS

Select databases for your custom category. There is a maximum of 5 databases per category. For details about databases, click here.

**Step 3: Add Your Custom Category to the List of Available Categories**

Add Category, Delete Category, Update Category.

Your Categories:
- Paints & Coatings

To remove a category, select it from the list and click "Delete Category".

To edit a category, select it from the list, make the changes above, then click "Update Category".

To see a complete list of categories you have selected and/or created, click here.
In addition to managing content, information professionals have many other responsibilities

- Ensuring Security
  - IP address authentication
  - Allows administrator to specify users

- Managing Preferences
  - Pricing displays
  - Access to eScience® and the internet
  - Full-text options
In addition to managing content, information professionals have many other responsibilities

• Reporting and cost control
  – Charge back codes allow info pros to view usage charges, by charge back code, on a monthly invoice
  – Allows for easy charge back, by search, to other departments
Manage your budget via charge back codes that track usage by department

Select an option for charge back codes:

- Do not allow users to enter a charge back code (Click Next to proceed to next page).
- Require users to enter a charge back code but do not provide a list (Click Next to proceed to next page).
- Require users to select a charge back code from a list (Complete the section below).

Enter New Charge Back Code(s):

To add a charge back code to the list, enter the code in the box on the far left, then click "Add."

Charge Back Codes may be pasted from the clipboard into the entry box at left, or read from a plain text file. Each code must appear on a separate line.

To remove a charge back code, select it from the list and click "Delete Code."

Optional: Use the area below to provide instructions to your end users for entering charge back codes. A link to your text will appear on the end user's search screen next to the charge back code text box or list. (This option is available with or without a list.)

Tell your users which charge back codes to use and when.
Brand your site and market your services with corporate logo, links, and your name and e-mail address.

Supply Corporate Logo URL:

Example: http://www.crucialchem.com/intranet/mainlogo.gif

Corporate Logo must reside on a publicly accessible web server in GIF, JPEG, or PNG format. The maximum size is 175 x 175 pixels. See example.

You may wish to consult your graphics specialist, or skip this step and complete it later.

Supply Corporate Links:

<table>
<thead>
<tr>
<th>Link (URL or Email ID)</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="http://www.crucialchem.com">http://www.crucialchem.com</a></td>
</tr>
<tr>
<td>Example: <a href="mailto:siteadmin@crucialchem.com">siteadmin@crucialchem.com</a></td>
</tr>
<tr>
<td><a href="http://www.crucialchem.com/lib">http://www.crucialchem.com/lib</a></td>
</tr>
<tr>
<td><a href="mailto:siteadmin@crucialchem.com">mailto:siteadmin@crucialchem.com</a></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Name (Description)</td>
</tr>
<tr>
<td>---------------------</td>
</tr>
<tr>
<td>Home Page</td>
</tr>
<tr>
<td>Example: Email Site Administrator</td>
</tr>
<tr>
<td>Library</td>
</tr>
<tr>
<td>Company’s home page</td>
</tr>
<tr>
<td>Email Site Admin</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

Add your name & Email

You may enter up to six Corporate Links.

For each link, enter a short Name (10-40 characters).

The Name is the text that users will see on the STN Easy navigation frame. See example.

Select this option to automatically provide a link to current-awareness results on the STN Easy navigation frame.
You can also set up current-awareness alerts for your users

**STNeasy** for Intranet

Supply Corporate Logo URL:

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Supply Corporate Links:

<table>
<thead>
<tr>
<th>Link (URL or Email ID)</th>
<th>Name (Description)</th>
<th>Include link to Alerts Results page</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="http://www.crucialchem.com">http://www.crucialchem.com</a></td>
<td>Home Page</td>
<td></td>
</tr>
<tr>
<td>Example: <a href="mailto:siteadmin@crucialchem.com">siteadmin@crucialchem.com</a></td>
<td>Email Site Administrator</td>
<td></td>
</tr>
<tr>
<td>Example: <a href="http://www.crucialchem.com">http://www.crucialchem.com</a></td>
<td>Library</td>
<td></td>
</tr>
<tr>
<td><a href="http://www.crucialchem/lib.com">http://www.crucialchem/lib.com</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td><a href="mailto:siteadmin@crucialchem.com">mailto:siteadmin@crucialchem.com</a></td>
<td>Email Site Admin</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>CCC Alerts</td>
<td></td>
</tr>
</tbody>
</table>

You may enter up to six Corporate Links.

For each link, enter a short Name (10-40 characters). The Name is the text that users will see on the STN Easy navigation frame. See example.

Select this option to automatically provide a link to current-awareness results on the STN Easy navigation frame.
Current-awareness alerts let you easily and efficiently track research on topics of interest to your users

- Alerts can be set up in any of the 200+ sci-tech databases available on STN, not just the 80+ available through STN Easy
- Alerts must be created in either STN on the Web or STN Express with Discover!
  - you must include the site administrator designated e-mail address so that the alerts are available through STN Easy for Intranets
  - call the Help Desk if you need assistance
Current-awareness alerts let you easily and efficiently track research on topics of interest to your users

- Links to alerts results are available on an HTML web page, accessible by all of your STN Easy for Intranets users
Before activating your STN Easy for Intranets interface, ensure it is correct

STN Easy for Intranets setup is complete.

- To preview your setup, click the **Preview Page** button below.
- You may review and make changes to your intranet setup at any time by returning to this Setup Assistant.
- If your site is ready for release to users, click **Activate** below. Please direct users to [http://stneasy.cas.org/intranets](http://stneasy.cas.org/intranets) (rather than [http://stneasy.cas.org](http://stneasy.cas.org)).
- If your site is NOT ready for release to users, click **Do Not Activate** below. Your specifications will be saved for use at a later time.
- To exit without saving specifications, click **Cancel**.

Note: To print your preview page, click **Preview Page**, and then make a screen capture. If you do not have screen capture software, press `<Alt>`+`<PrintScreen>` to place the screen capture on your clipboard. Then paste the screen capture into an application that accepts graphics, e.g., Microsoft® Word. Print the screen capture from that application.
Before activating your STN Easy for Intranets interface, preview it.

Your company logo

Your defined colors

STN Easy Links:
- Help
- Session Cost
- Price List
- Preferences
- Search History
- Cust. Support
- Home Page
- Comments
- Log Off

Corporate Links:
- Home Page
- Library
- Email Site Admin.
- CCC Alerts

1. Select Your Category
   Current category is: Paints & Coatings

2. Enter your search terms below:
   Word(s)
   AND
   Pick Search Field:

3. Search
   Searching in Paints & Coatings
   $2.00

Your categories

Your links, branding, & alerts
Include a link from your Intranet web page to the STN Easy for Intranets page
Users can search and access alerts from the STN Easy for Intranets page.
STN Easy for Intranets helps information professionals fill new roles and add value

- Role: Web design and Intranet content management
  - Easy to set-up, administer, and search
  - Access to existing STN Easy content and custom categories
  - Current-awareness alerts from all 200+ STN databases
  - Blends with look-and-feel of your intranet
  - Brand company and Info Pro services
STN Easy for Intranets helps information professionals fill new roles and add value

• Role: Training
  – Easy-to-use interface with no training needed
  – World-class Customer Service and Software Support

• Role: Value-added services
  – Budget control with charge back codes
  – Frees Info Pro for difficult searches and analysis