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## Adding Digital Inventory to Alma, The Easy Way

Kyle Banerjee

*Oregon Health & Science University*, [banerjek@ohsu.edu](mailto:banerjek@ohsu.edu)

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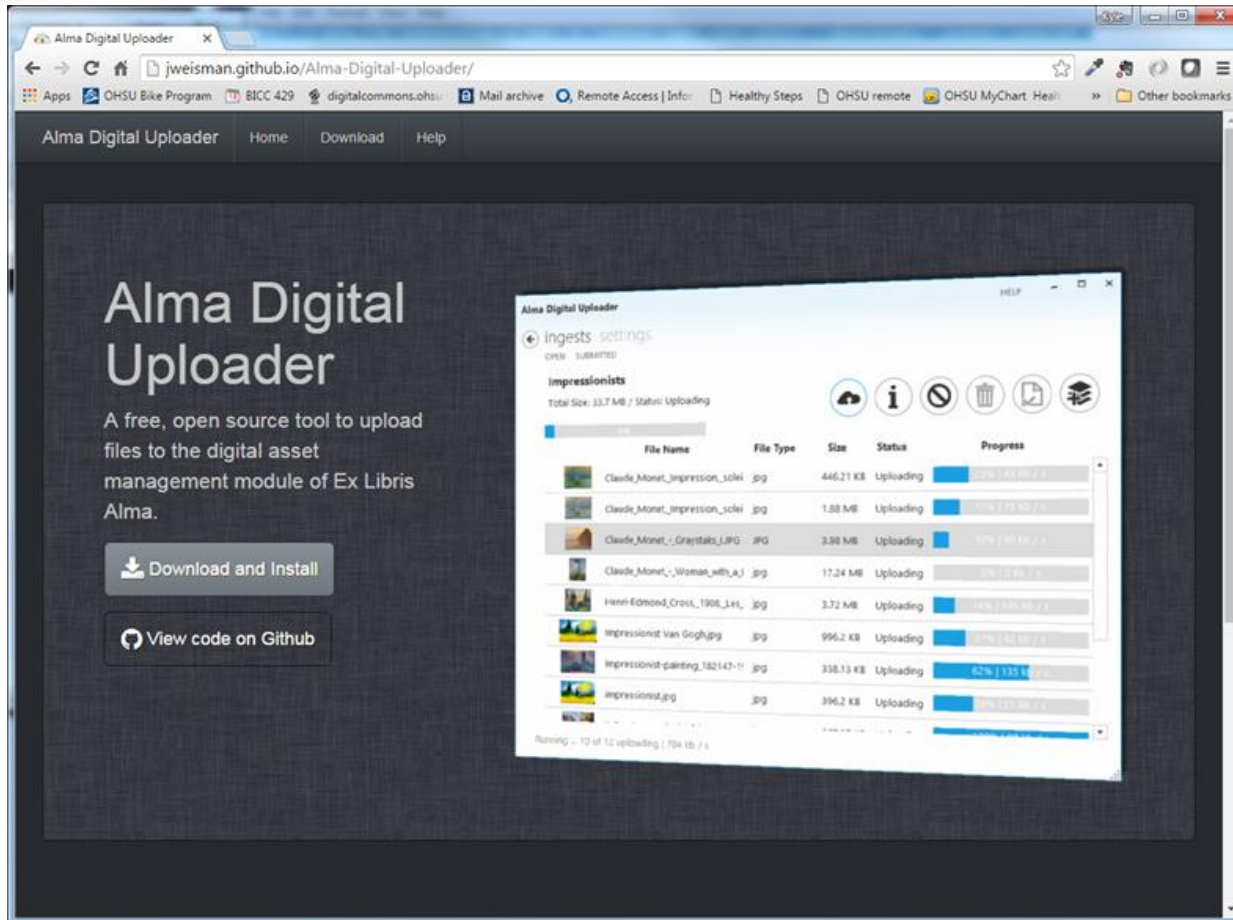


# Using the Alma API for Digital Inventory. The easy way.

Kyle Banerjee

[banerjek@ohsu.edu](mailto:banerjek@ohsu.edu)

# One easy way to ingest



The screenshot displays the Alma Digital Uploader web interface. The main heading is "Alma Digital Uploader" with a sub-heading: "A free, open source tool to upload files to the digital asset management module of Ex Libris Alma." Below this are two buttons: "Download and Install" and "View code on Github".

An inset window titled "Alma Digital Uploader" shows the "ingests: settings" page. It indicates "OVER SUBMITTED" and "impressionists" with a "Total Size: 33.7 MB / Status: Uploading". A table lists the files being uploaded:

File Name	File Type	Size	Status	Progress
Claude_Monet_impression_solei	.jpg	446.21 KB	Uploading	100%   446.21 KB / 0
Claude_Monet_impression_solei	.jpg	1.88 MB	Uploading	100%   1.88 MB / 0
Claude_Monet_-_Graystake.JPG	.JPG	3.38 MB	Uploading	100%   3.38 MB / 0
Claude_Monet_-_Woman_with_a	.jpg	17.24 MB	Uploading	100%   17.24 MB / 0
Henri_Edmond_Croix_1908_Let	.jpg	3.72 MB	Uploading	100%   3.72 MB / 0
impressionist_Van_Gogh.jpg	.jpg	996.2 KB	Uploading	100%   996.2 KB / 0
impressionist-painting_182147-1	.jpg	338.13 KB	Uploading	62%   133.4 KB / 0
impressionist.jpg	.jpg	396.2 KB	Uploading	100%   396.2 KB / 0

At the bottom of the inset window, it shows "Remaining: 10 of 12 uploading | 70x kb / s".

# There is still an easier way

1. **Get Alma S3 credentials**  
**Resource Management Configuration -- General -- Digital Storage Keys**
  - **Access key and secret - one per institution**
2. **Create an import profile**  
**Resource Management Configuration -- Import Profiles -- Add New Profile**
3. **Create a spreadsheet by downloading the template when creating the file**
4. **Download the S3 Browser (<http://s3browser.com>) and enter S3 credentials**
5. **Create an external bucket that points to your institution name**
6. **Browse to the **upload** directory and create another directory that contains the ID of the import profile you want to use**
7. **To ingest materials, simply drag and drop a directory containing the CSV or XML manifest along with the files**
8. **Either ping the import API or run Import and it all gets ingested!**

# Generating the metadata spreadsheet

The screenshot shows the 'Import Profile Details' page in the ExLibris Alma system. The page is titled 'Import Profile Details' and shows a profile named 'Digital import test' of type 'Digital'. The 'Profile Details' tab is active, showing fields for 'Use Network Zone' (No), 'Remote' (No), 'Profile name' (Digital import test), 'Profile description', 'Cross walk' (Yes/No), 'Physical source format' (CSV), 'Source format' (Comma Separated Values), 'Metadata filename' (values.csv), and 'Status' (Active). The 'Scheduling' section shows 'Files to import' (All/None), 'Scheduler status' (Active/Inactive), and 'Scheduler' (Not scheduled). A 'Download Template' button is circled in red. Red arrows point to the 'Remote' field and the 'Download Template' button. Red text annotations provide instructions: 'Set Remote to "No" if you use this profile to upload files', 'Choose CSV or XML', and 'Download template to learn what fields are expected and where'. The page footer shows '© Ex Libris Ltd., 2016'.

**Set Remote to "No" if you use this profile to upload files**

**Choose CSV or XML**

**Download template to learn what fields are expected and where**

# Creating an external bucket

**You won't be able to see any directories until you do this**

**Institution code**

**na-st01.ext.exlibrisgroup.com**

Tasks (2)

- [4/12/2016 15:47:26] Loading tasks from file. TaskID: 1
- [4/12/2016 15:47:26] Successfully received location for bucket na-st01.ext.exlibrisgroup.com - us-east-1 TaskID: 7
- [4/12/2016 15:47:26] AccessDenied: User: am:aws:iam::149912001890:user/01ALLIANCE\_OHSU is not authorized to perform: cloudfront:ListDistributions T...
- [4/12/2016 15:47:26] Task stopped (maximum number of retry attempts reached) TaskID: 5
- [4/12/2016 15:47:26] Task failed (AccessDenied: User: am:aws:iam::149912001890:user/01ALLIANCE\_OHSU is not authorized to perform: cloudfront:List...
- [4/12/2016 15:47:26] Task stopped (maximum number of retry attempts reached) TaskID: 4
- [4/12/2016 15:47:26] AccessDenied: Access Denied TaskID: 6