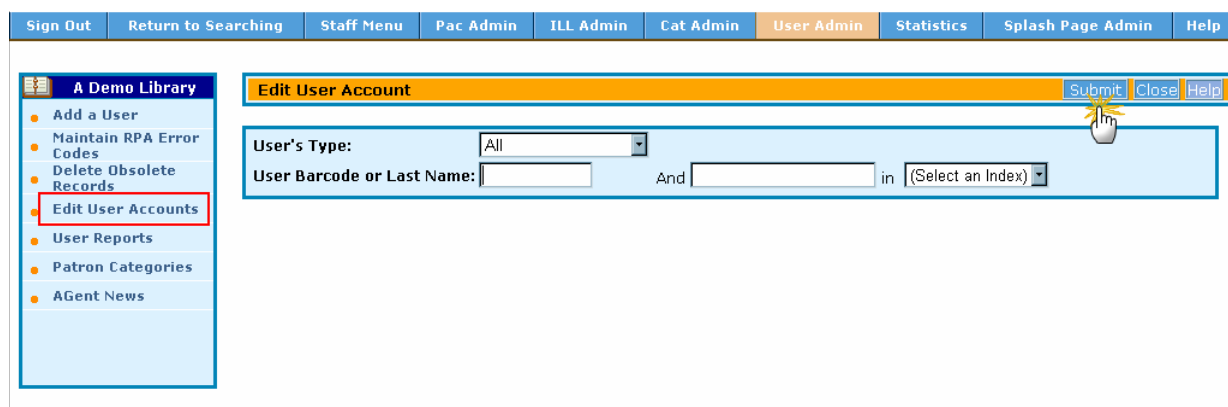


Managing the WISCAT Public Interface

Staff with User Admin permission can customize the public (Guest) WISCAT for your library.

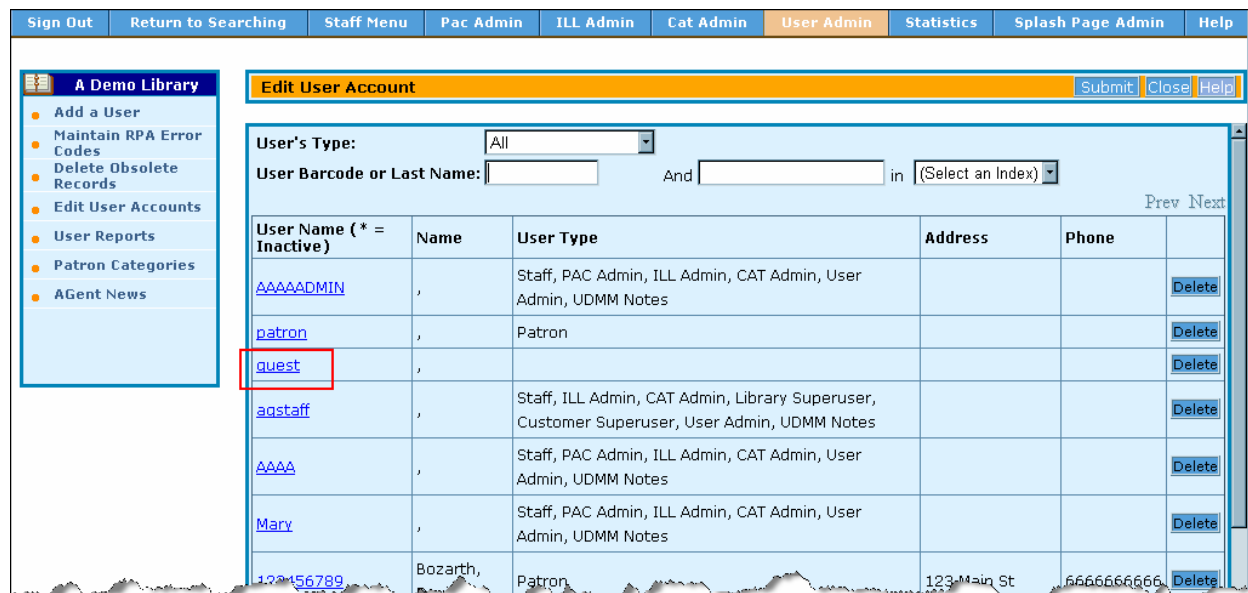
Here's how it works:

1. Open WISCAT by using the Staff Login URL containing your library code:
 - <http://www.wiscat.net/agent/login.asp?cid=stwi&lid=XXXX>
2. Enter your Username and Password and Click on Go.
3. Click on the Staff Menu to go to the administrative modules
4. In the **User Admin** menu select **Edit User Accounts**, and then click on the Submit button on the screen that displays



Edit User Accounts

5. Open the **quest** account



List of User Accounts

6. Scroll down that account and click on **Edit Preferences**
7. Many of the options available are described in the illustration below.

The screenshot shows the 'User Preferences' form with the following sections and callouts:

- Define User Preferences:**
 - Display Banner/Header - Search: Yes No
 - Display Banner/Header - Patron Menu: Yes No
 - Default System Access: Search
 - Use Icon Menus: No
 - Resource Headings: Expanded
 - View of Resources - Keyword Search: Displayed
 - View of Resources - Browse: Displayed
 - View of Resources - Advanced Search: Displayed
 - Number of Items in Brief Display Page: 20
 - Default Brief Browse Format: Labeled
 - Sort Results By: Alphabetically by Title
 - Default Record Display Format: Labeled
 - Searches to save in History: 0
 - Use Continuous Brief Browse on Summary Page: Yes No
 - Default Continuous Brief Browse Format: Thumbnail Format
 - Reposition Continuous Brief Browse to first result: Yes No
- Default Search Indexes:**
 - Select Default Search Method: Advanced Search
 - Default Browse/Scan Index: Title
 - Default Boolean Index 1: All Headings
 - Default Boolean Index 2: All Headings
 - Default Boolean Index 3: All Headings
 - Apply Scoping to All Searches: Yes No
- Define MyWebLinks for the Resources section:**
 - URL: (Empty field)

Callout boxes provide additional context:

- "Add or remove the WISCAT/BadgerLink logos displayed on the Search screens" (points to Display Banner/Header - Search)
- "Choose to view icon toolbar instead of text on Title Lists, etc." (points to Use Icon Menus)
- "View search results as a List or in Labeled format" (points to Default Record Display Format)
- "Continuous Brief Browse is set to Yes to allow search results to display from the fastest resources first; otherwise, it would be necessary to wait for the slowest resource to finish before any search results would display" (points to Use Continuous Brief Browse on Summary Page)
- "The search field default can be changed from All Headings to Title or Subject, etc., on Browse or for one or more of the entry boxes on the Advanced Search" (points to Default Boolean Index 1, 2, and 3)
- "Ignore this MyWebLinks section. Although the links section appears on this form, links will NOT display in the Resources Menu" (points to the MyWebLinks section)
- "All catalogs are displayed if Resource Headings is Expanded; or all catalogs can be Collapsed into folders within the Resources Menu on the Search screens" (points to Resource Headings)
- "Resources Menu is displayed if Expanded; not displayed if Hidden" (points to View of Resources - Browse)
- "Choose a default for how search results are sorted for display" (points to Sort Results By)
- "Select the Thumbnail Format to view book jacket art on the brief title list" (points to Default Continuous Brief Browse Format)
- "Select Yes if want to go directly to the first search results in title list below the Search Summary. Search Summary, showing the number of results from each resource, is skipped but still accessible above the results list" (points to Use Continuous Brief Browse on Summary Page)
- "Select the preferred search method (Keyword Search or Advanced Search) to display upon login." (points to Select Default Search Method)

Click in the radio buttons or use the pull down menus to make selections

8. Click on **Submit**.
9. If not making any changes, click on **Close** to close the User Preferences browser window.