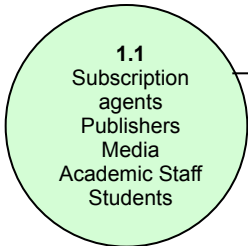


VENDOR / EXTERNAL

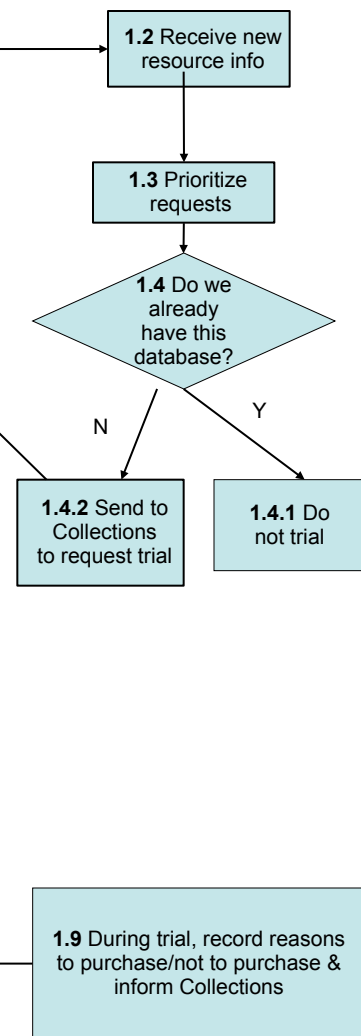
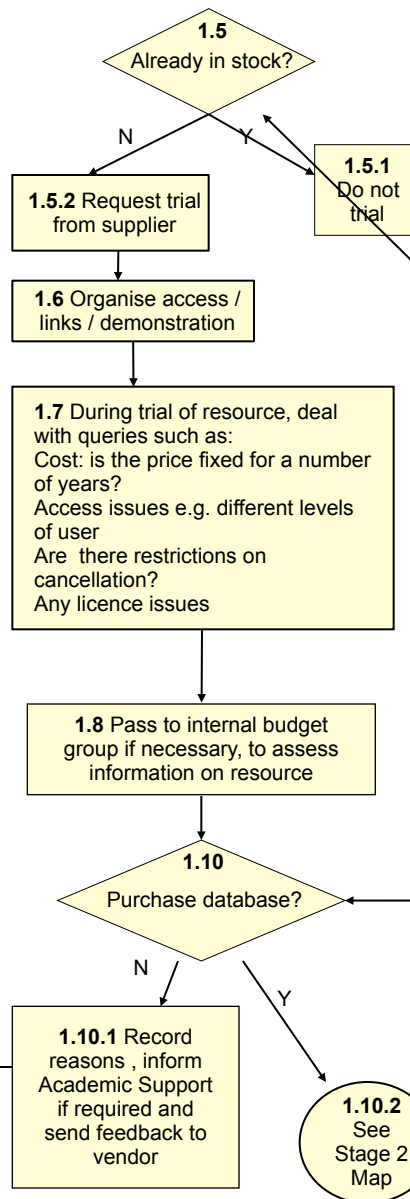
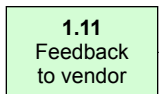
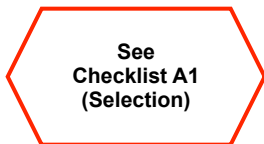
ACQUISITIONS

COLLECTIONS

ACADEMIC SUPPORT



ELECTRONIC RESOURCE SUPPLY (DATABASE) STAGE 1A – SELECTION/ TRIAL

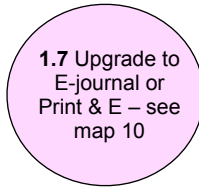
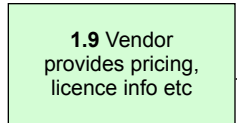
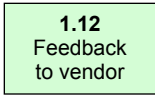
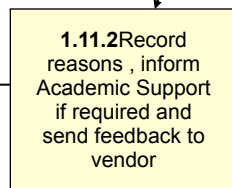
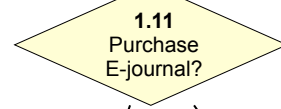
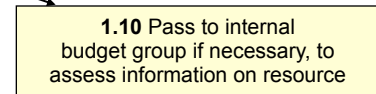
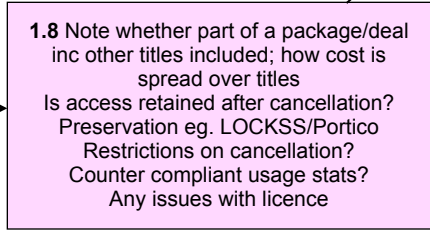
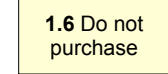
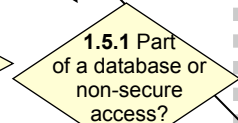
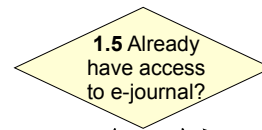
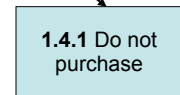
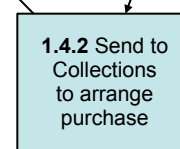
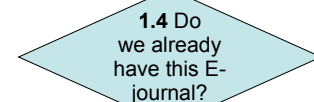
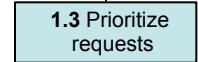
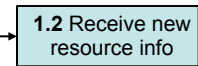


VENDOR / EXTERNAL

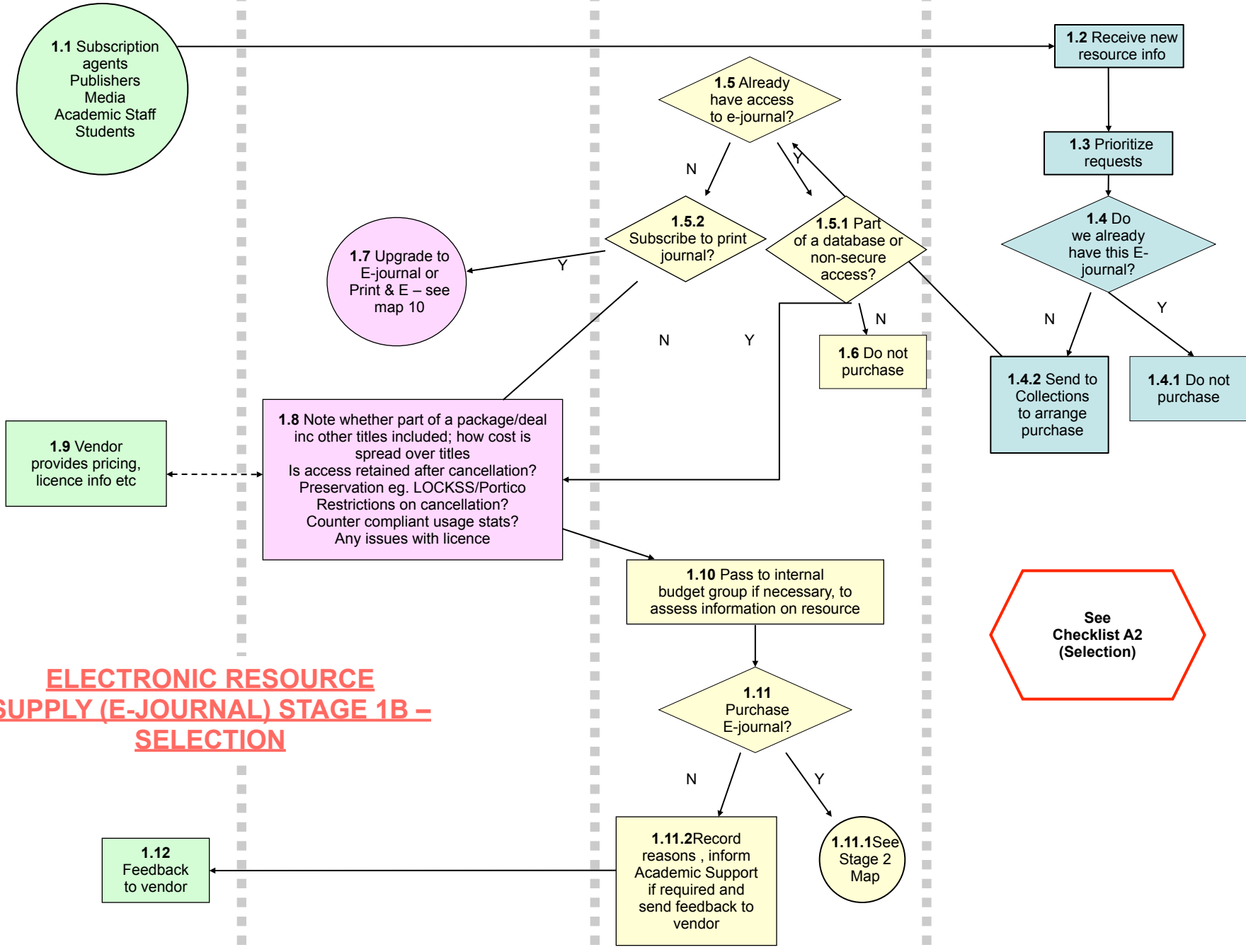
ACQUISITIONS

COLLECTIONS

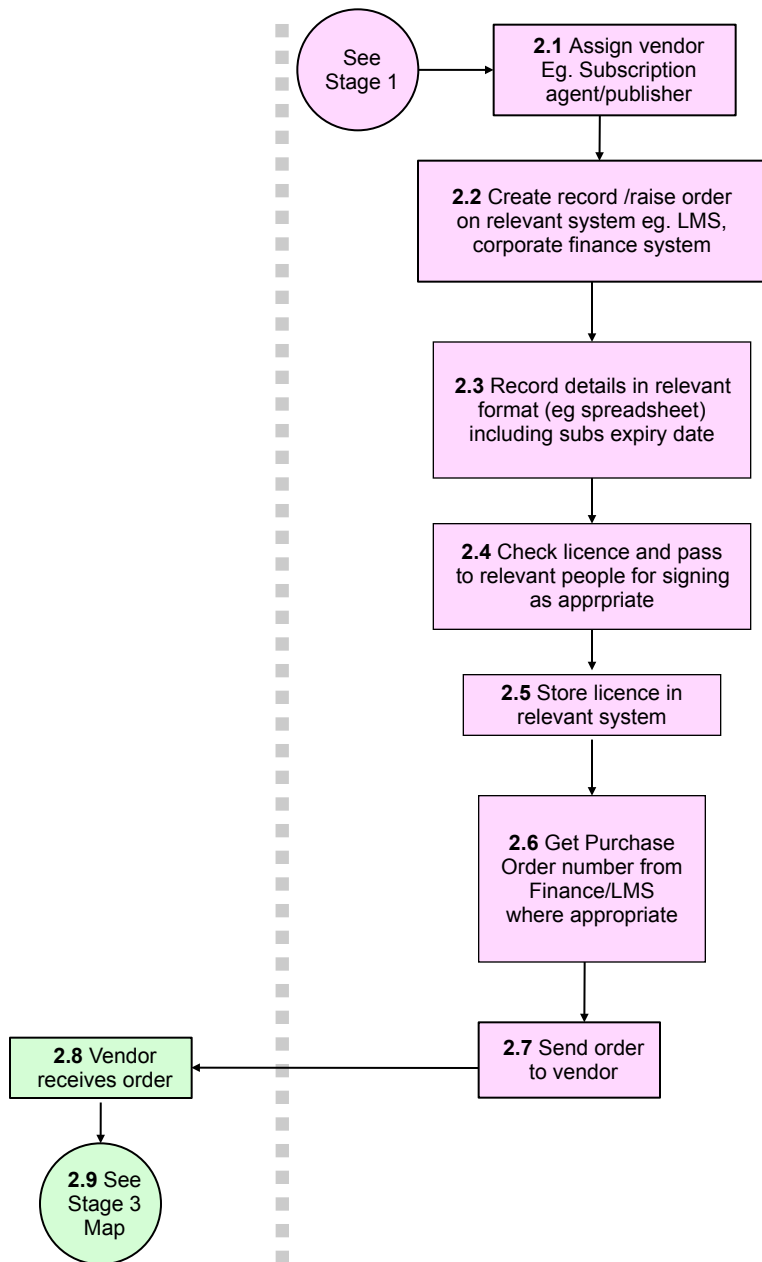
ACADEMIC SUPPORT

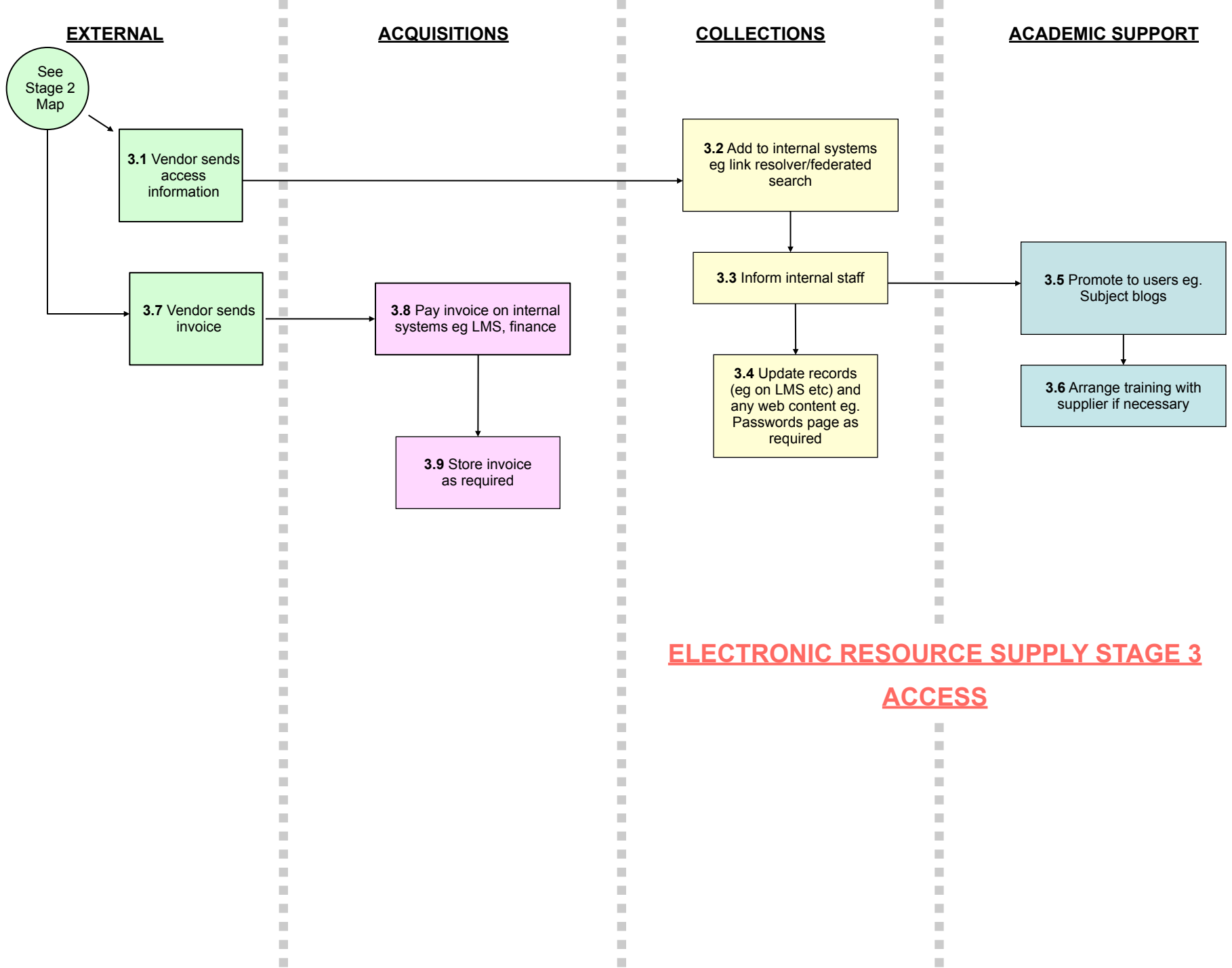


ELECTRONIC RESOURCE SUPPLY (E-JOURNAL) STAGE 1B - SELECTION



ELECTRONIC RESOURCE SUPPLY STAGE 2 – ORDERING



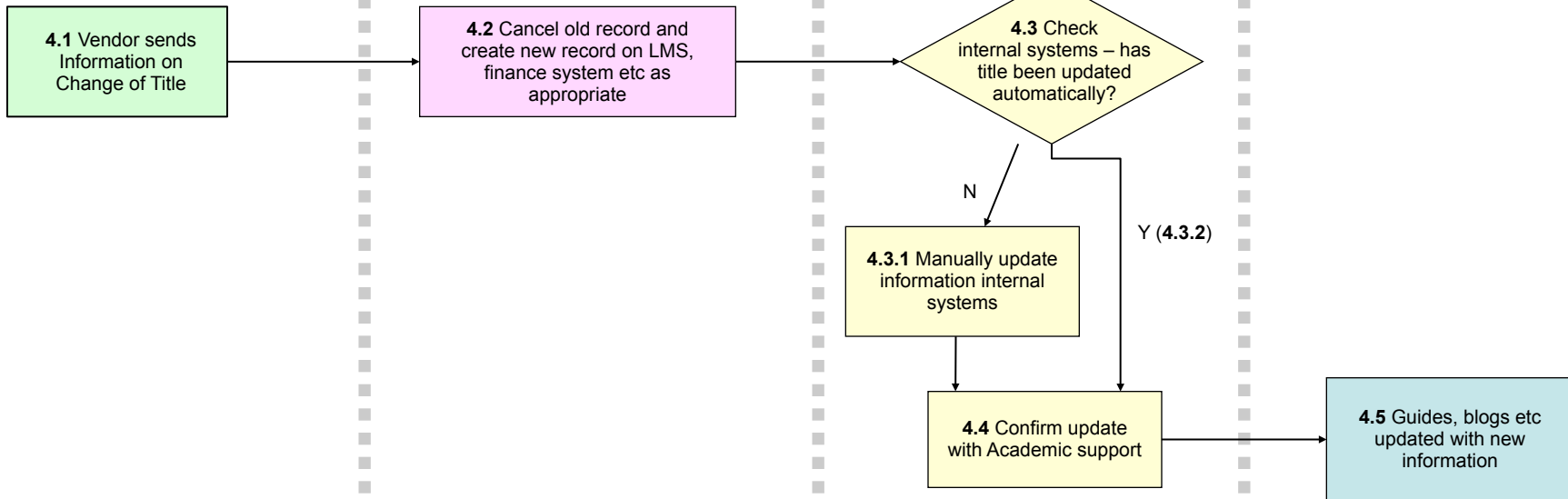


EXTERNAL

ACQUISITIONS

COLLECTIONS

ACADEMIC SUPPORT



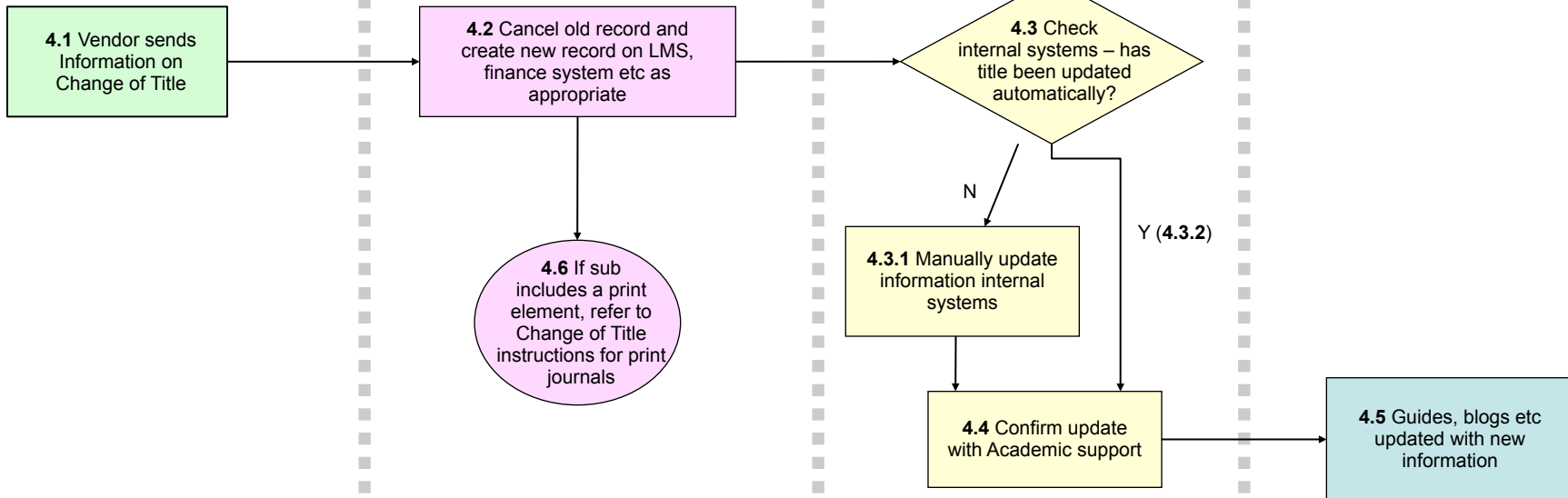
**ELECTRONIC RESOURCE
SUPPLY (DATABASE) STAGE 4A –
CHANGE OF TITLE**

EXTERNAL

ACQUISITIONS

COLLECTIONS

ACADEMIC SUPPORT



ELECTRONIC RESOURCE SUPPLY
(E-JOURNAL) STAGE 4B –
CHANGE OF TITLE

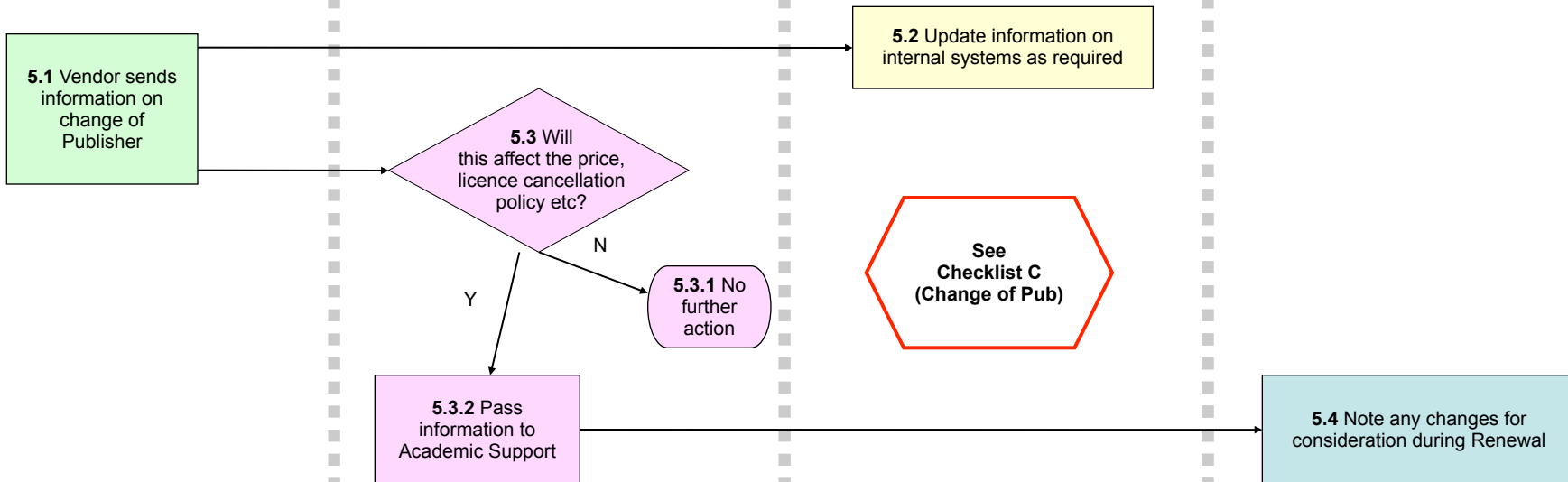
See
Checklist B2
(Change of Title)

EXTERNAL

ACQUISITIONS

COLLECTIONS

ACADEMIC SUPPORT



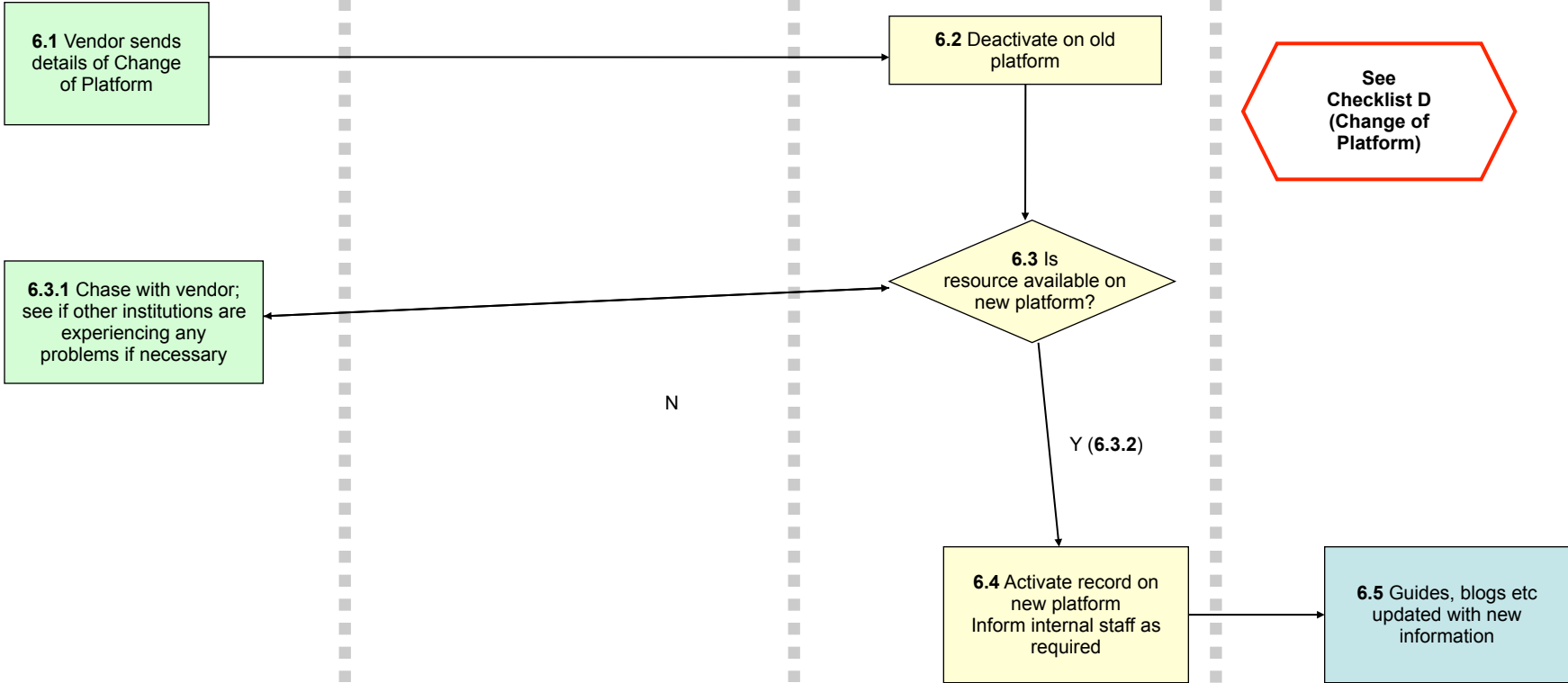
**ELECTRONIC RESOURCE SUPPLY STAGE 5 -
CHANGE OF PUBLISHER**

EXTERNAL

ACQUISITIONS

COLLECTIONS

ACADEMIC SUPPORT



**ELECTRONIC RESOURCE SUPPLY STAGE 6 -
CHANGE OF PLATFORM**

EXTERNAL

ACQUISITIONS

COLLECTIONS

ACADEMIC SUPPORT

7.1 Vendor sends information on Publisher Name Change

7.2 Amend or create new record in LMS ,Finance system etc as appropriate; check reason for name change

7.3 Update information on internal systems as required

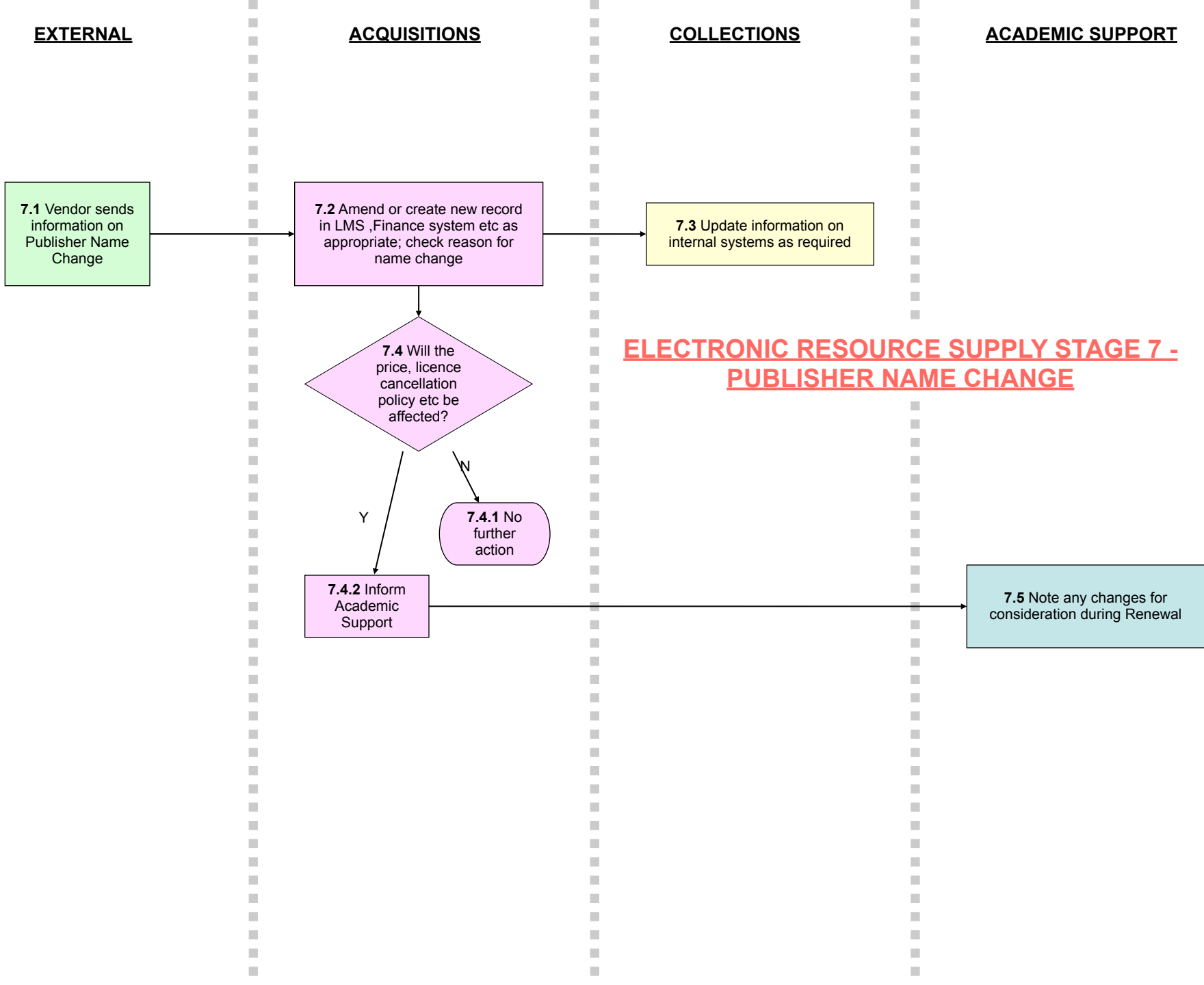
7.4 Will the price, licence cancellation policy etc be affected?

7.4.1 No further action

7.4.2 Inform Academic Support

7.5 Note any changes for consideration during Renewal

ELECTRONIC RESOURCE SUPPLY STAGE 7 - PUBLISHER NAME CHANGE



EXTERNAL

ACQUISITIONS

COLLECTIONS

ACADEMIC SUPPORT

8.1 Vendor informs us that a Print sub now includes E-access

8.2 Is E-access free of charge?

See Checklist F (addition of E)

8.2.2 Inform Academic Support of price increase

8.2.3 Note increase for renewals

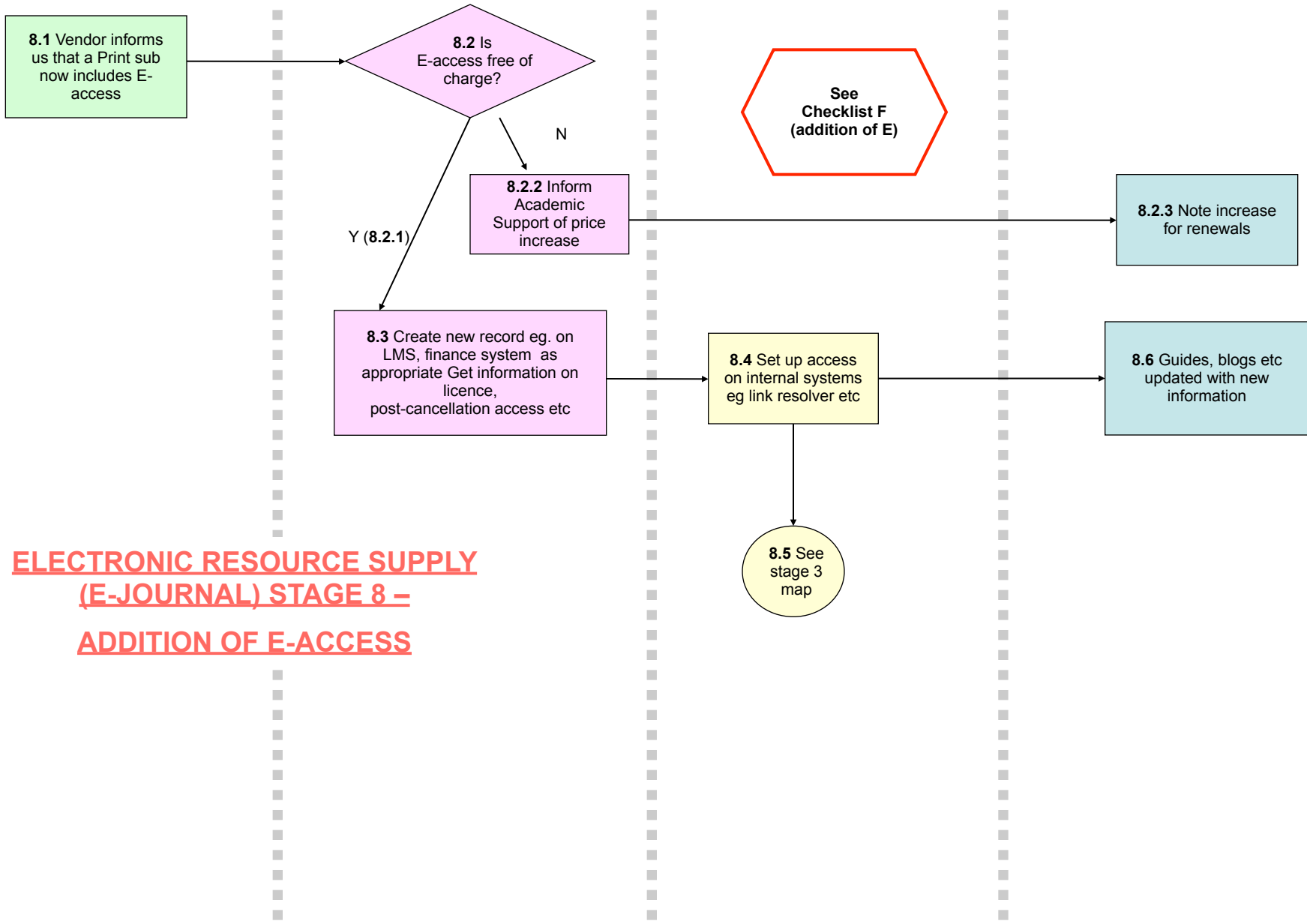
8.3 Create new record eg. on LMS, finance system as appropriate Get information on licence, post-cancellation access etc

8.4 Set up access on internal systems eg link resolver etc

8.6 Guides, blogs etc updated with new information

8.5 See stage 3 map

ELECTRONIC RESOURCE SUPPLY (E-JOURNAL) STAGE 8 – ADDITION OF E-ACCESS



EXTERNAL

ACQUISITIONS

COLLECTIONS

ACADEMIC SUPPORT

9.1 Vendor informs us that a FWP sub no longer includes free E-access

9.2 Update record on LMS, finance system as appropriate

9.3 Amend information on internal systems (may need to remove title)

9.4 Guides, blogs etc updated with new information

9.6 Vendor provides pricing, licence info

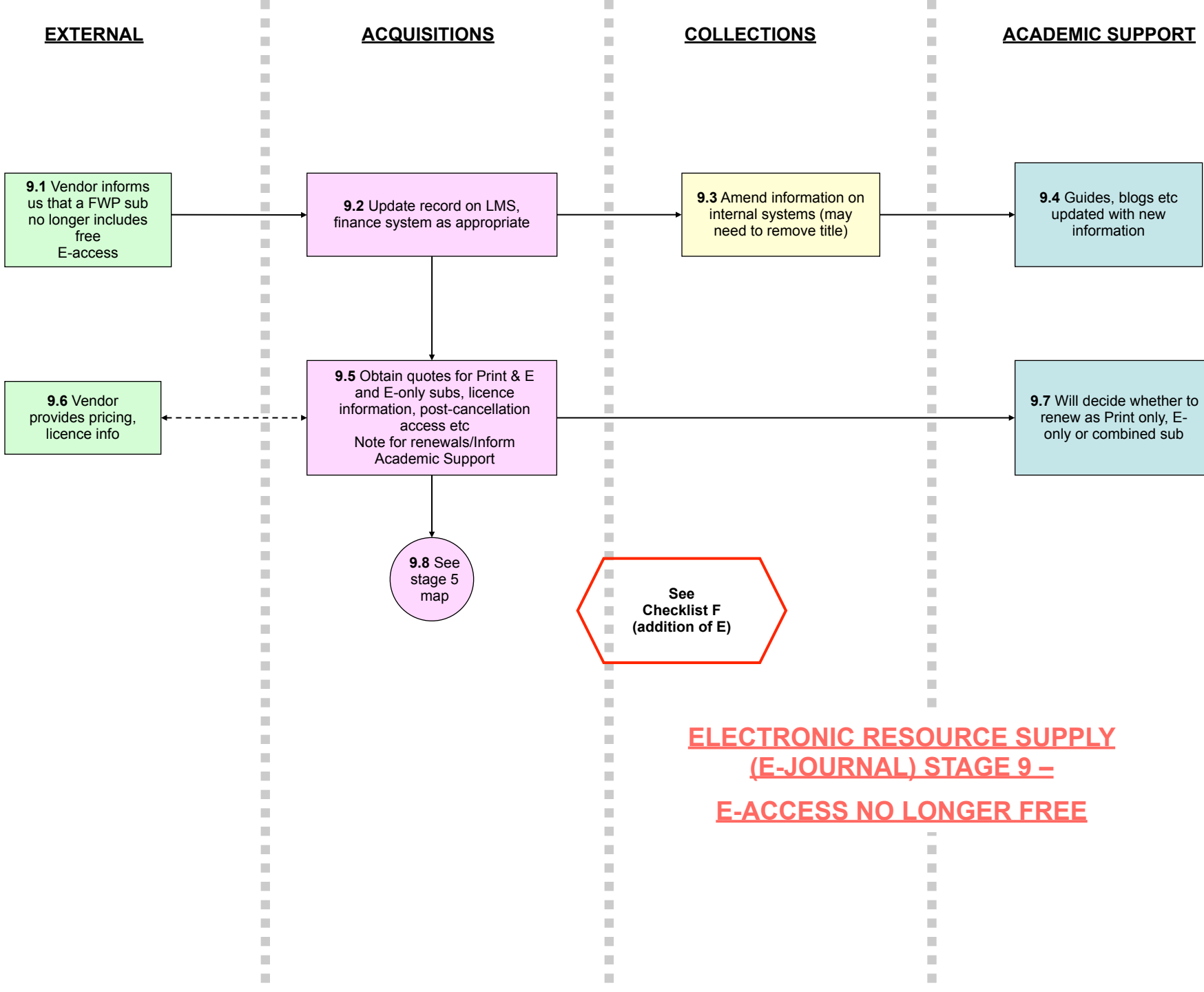
9.5 Obtain quotes for Print & E and E-only subs, licence information, post-cancellation access etc
Note for renewals/Inform Academic Support

9.7 Will decide whether to renew as Print only, E-only or combined sub

9.8 See stage 5 map

See Checklist F (addition of E)

**ELECTRONIC RESOURCE SUPPLY
(E-JOURNAL) STAGE 9 –
E-ACCESS NO LONGER FREE**



EXTERNAL

ACQUISITIONS

COLLECTIONS

ACADEMIC SUPPORT

10.1
Informed that Electronic sub is available by:
Sub agents
Publisher
Academic staff
etc

10.3 Is sub for Electronic & Print combined?

10.3.1 Refer to instructions for cancellation of a print journal

10.4 Create new record eg. on LMS, finance system as appropriate Get information on licence, post-cancellation access etc

10.5 Set up access on internal systems eg link resolver etc

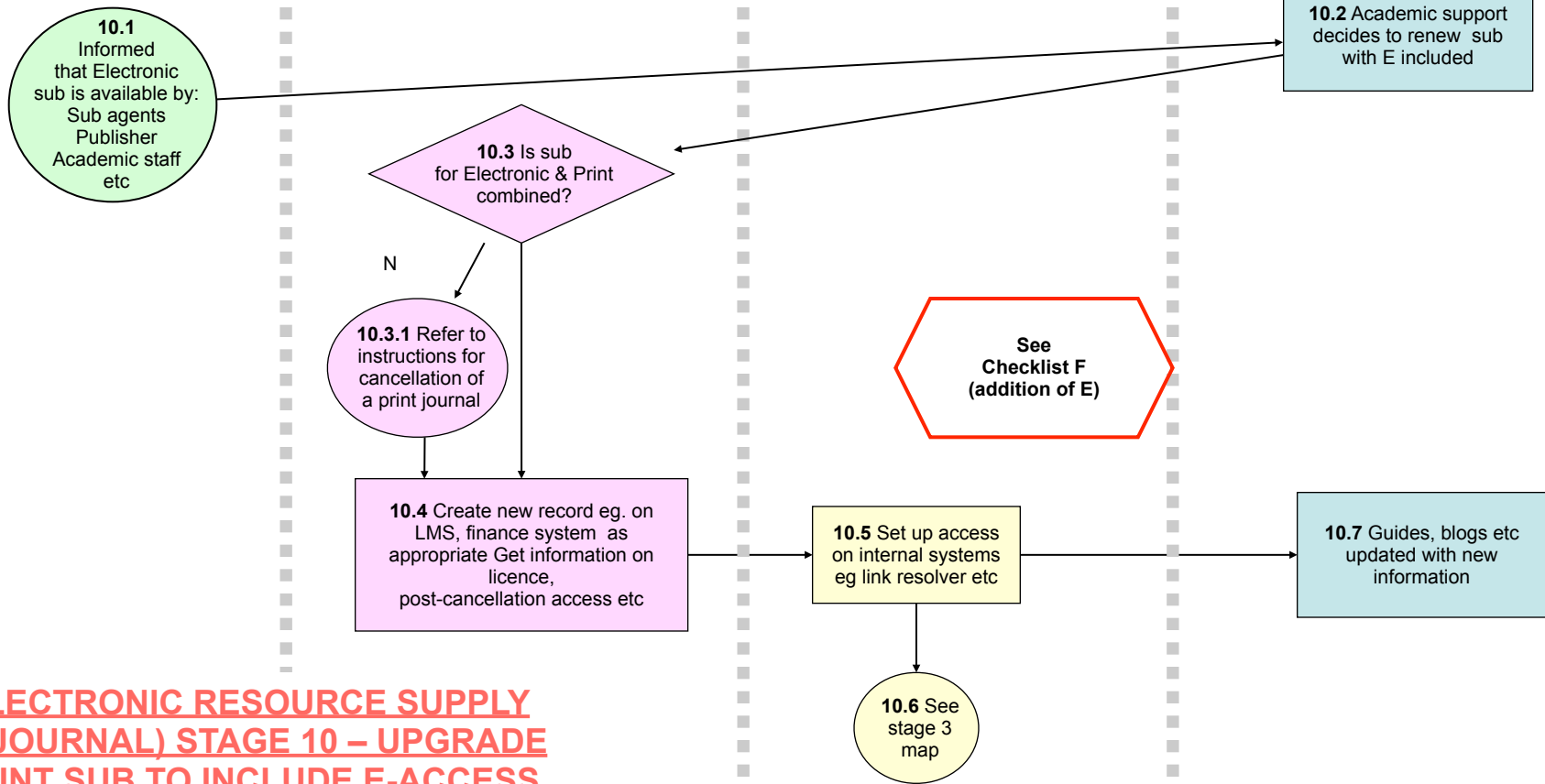
10.6 See stage 3 map

10.2 Academic support decides to renew sub with E included

See Checklist F (addition of E)

10.7 Guides, blogs etc updated with new information

ELECTRONIC RESOURCE SUPPLY (E-JOURNAL) STAGE 10 – UPGRADE PRINT SUB TO INCLUDE E-ACCESS



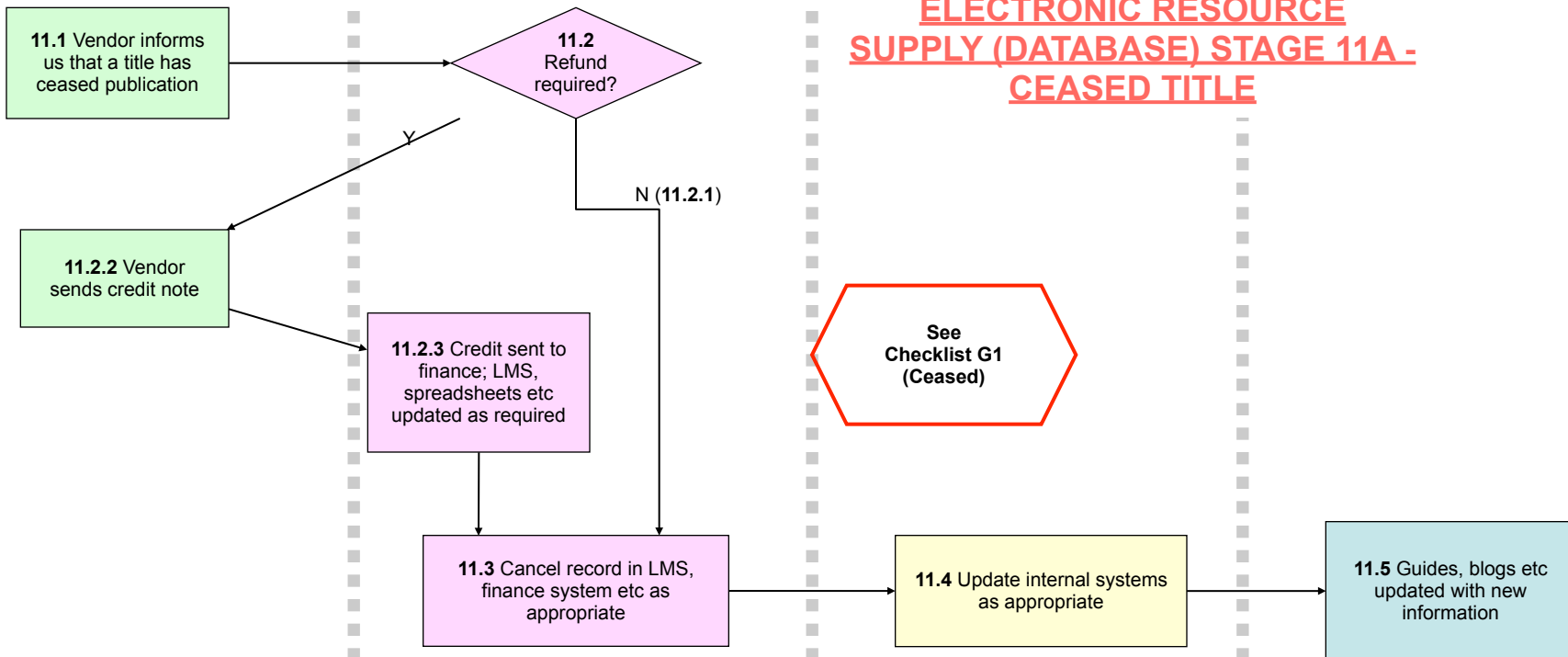
EXTERNAL

ACQUISITIONS

COLLECTIONS

ACADEMIC SUPPORT

ELECTRONIC RESOURCE
SUPPLY (DATABASE) STAGE 11A -
CEASED TITLE



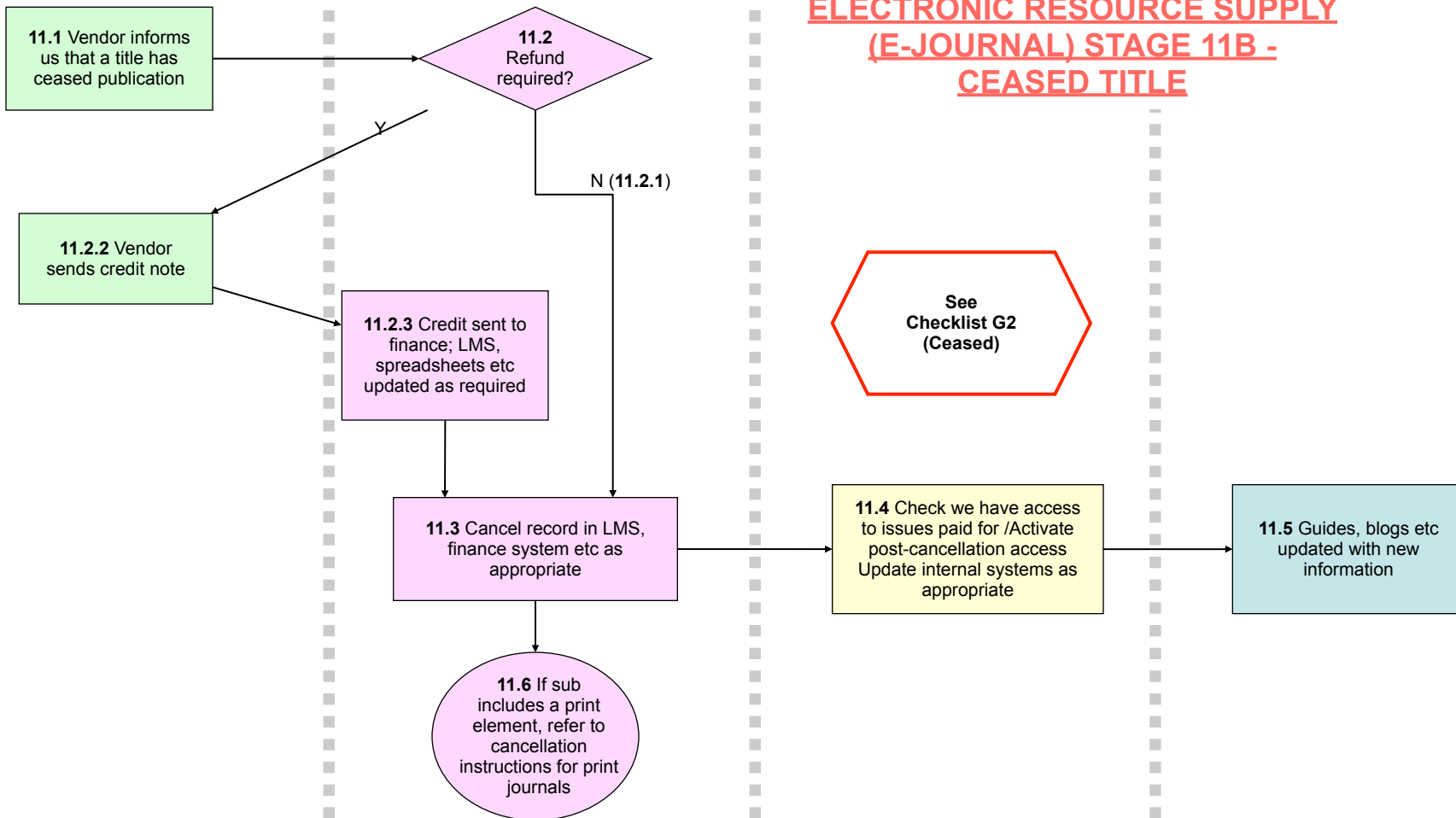
EXTERNAL

ACQUISITIONS

COLLECTIONS

ACADEMIC SUPPORT

**ELECTRONIC RESOURCE SUPPLY
(E-JOURNAL) STAGE 11B -
CEASED TITLE**



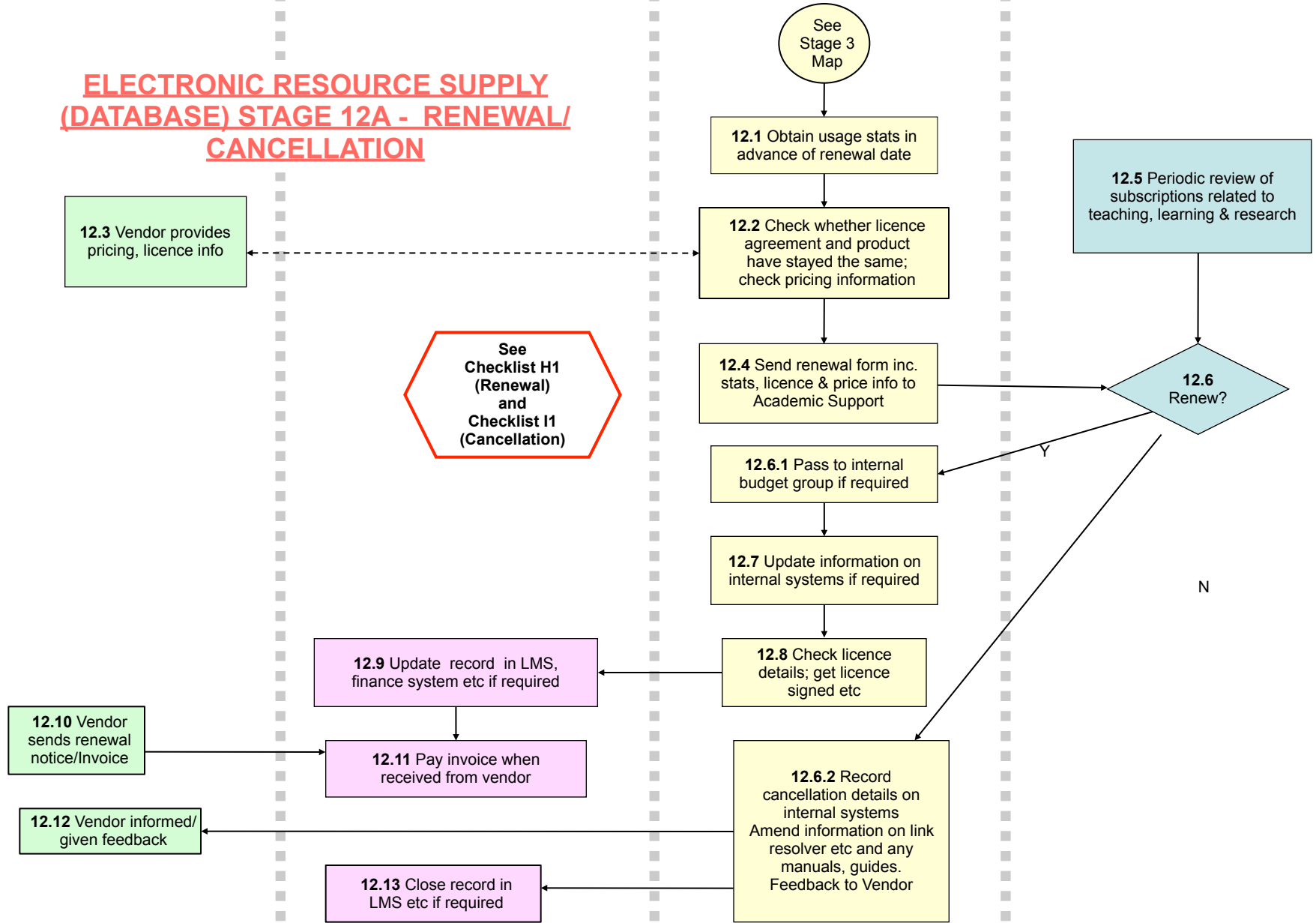
EXTERNAL

ACQUISITIONS

COLLECTIONS

ACADEMIC SUPPORT

**ELECTRONIC RESOURCE SUPPLY
(DATABASE) STAGE 12A - RENEWAL/
CANCELLATION**



EXTERNAL

ACQUISITIONS

COLLECTIONS

ACADEMIC SUPPORT

ELECTRONIC RESOURCE SUPPLY (E-JOURNAL) STAGE 12B - RENEWAL/ CANCELLATION

