WorldShare License Manager

Last updated: Fri, 09 Jun 2017 18:03:05 GMT

WorldShare License Manager is used to keep all license information from all vendors in one centralized, cloud-based system. It is used to more easily maintain your library’s active licenses and renew licenses that get the most use.

- **Get started**
  
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  See an overview of the License Manager interface, get account information, and browse training options.

  - About License Manager
  - Contact OCLC Order Services
  - License Manager account roles
  - Search in License Manager
  - Set or reset your password
  - Sign in to License Manager

- **Represent your e-resources**
  
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  Once you have represented e-resource collections and databases as knowledge base collections in Collection Manager, create licenses and assign the collections to licenses.

  - Add e-resource collections in Collection Manager
  - Automatically select and deselect collections
  - Transition to License Manager (with previously configured knowledge base collections)

- **Create a license or template**
  
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  Create a new license in License Manager, clone a license, or use a license template contributed by other libraries.

  - Clone a license
  - Create a license from a template
  - Create a new license
Create a new license template
  ◦ Terms of use (list)

• Deflect lending requests

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See how to configure terms of use in License Manager and create a deflection policy to deflect lending requests from knowledge base collections in Collection Manager. Instructions are included for both WorldShare Interlibrary Loan and Tipasa libraries.

  ◦ Deflection scenarios
  ◦ How to deflect lending requests (License Manager)

• Configure SUSHI harvesting of COUNTER usage reports

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Configure SUSHI harvesting of COUNTER usage reports. Use WorldShare License Manager with or without WorldShare Analytics.

  ◦ Configure vendors for reporting
  ◦ Setup one-time and recurring harvests

• Maintain licenses and templates

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Once you have established your licenses and templates, you can edit, clone, renew, share (for institutions with Group aware), or configure alerts to continue to maintain and alter your information as needed.

  ◦ Calculate a license's usage cost
  ◦ Configure alerts in the Admin tab
  ◦ Edit, follow, or clone a license template
  ◦ Edit, renew, or terminate a license
  ◦ Share licenses (group aware for consortia)

• Vendors

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Search for your vendor. If the vendor isn't available, create a new vendor and publish the vendor's information so other libraries can use it. Use vendor information with your Acquisitions workflows.

  ◦ Create a new vendor for use with Acquisitions
  ◦ Edit a vendor
  ◦ Publish a vendor

• WorldShare License Manager release notes and known issues

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Find WorldShare License Manager release notes and known issues. Release notes are documents that contain information about new product features and enhancements as installed in scheduled releases.

- 2018 Release notes
- 2017 Release notes
- Known issues

**Training**

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Find training on WorldShare License Manager.

- Videos

**Troubleshooting**

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Find frequently asked questions (FAQ), instructions on how to complete specific tasks (How-to), and troubleshooting steps (Troubleshooting).

- What is the difference between the vendors found in Usage Data and those found in Vendors?
- Which vendors are available to configure for harvesting usage data?