

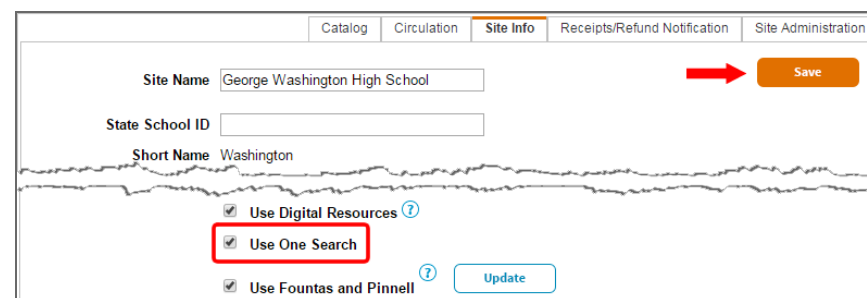
Setting Up One Search

Your teachers and students can take advantage of your school's subscription databases all in one place through Destiny® One Search™. One Search saves staff and patrons time and effort by letting them search the catalog and multiple free and subscription databases all at one time with a single search request. In addition, patrons do not need to remember the URLs, usernames, and passwords for multiple databases.

Prepare to Set Up One Search


Before you begin the setup process, you need the following:

- Your customer number, which can be found in your welcome letter.
- The URL location and the version of the web-based library catalogs you want to make available to your users.
- Usernames and passwords for paid subscription databases.
- IP addresses of your library web server for IP authenticated subscription databases, if applicable.
- A custom URL, if one is required, to access subscription databases.



Set Up Site Configuration Settings

To set up the One Search Site Configuration setting as the Destiny Administrator:

1. On the district *Welcome* page, click **Setup**.
2. Click  next to the site that will use One Search.
3. Confirm that the site's customer number is correct.
4. Select the **Use One Search** checkbox.
5. Click **Save**.

To set up the One Search Site Configuration setting as the Site Administrator:

1. Select **Back Office > Site Configuration > Site Info**.
2. Confirm the customer number is correct. Click the **Use One Search** checkbox.
3. Click **Save**.

Set Up One Search Access Levels

Those who will add and edit One Search databases need the correct permissions. Most likely the Library Administrator should have this access, but you can also give other access levels, such as library staff, the rights to add and edit databases.

Home Dashboard Catalog Circulation Reports **Back Office** My Info

Access Levels > Edit Library Administrator Access

Manage Patrons Save

Update Patrons

Import Patrons

Export Patrons

Manage Homerooms

Upload Patron Pictures

Library Policies

Access Levels

Calendar / Hours

Site Configuration

Inventory

Job Manager

Access Level: **Library Administrator**

User is automatically logged out after this many minutes of inactivity (max. 240): Cancel

Library Materials Textbooks Resources Patrons General

Library Home Page ☒ ☐

☒ View home page

☒ Edit home page

Library Catalog Search Access ☒ ☐

Use Library Search

☒ Basic search

☒ Power search

☒ Visual search

☒ Copy categories search

☒ Search One Search as

☐ Student

☒ Staff

☒ Search Digital Resources as

☐ Student

☒ Staff

Library Circulation Access ☒ ☐

☒ Check out library materials

☒ Check out by homeroom

☒ Check in library materials

☒ Renew library materials

☒ Change library due dates

☒ Override library blocks


☒ Add temporary titles during checkout

☒ View library item status


☒ Mark library copies "Lost"

☒ View library information


To set up administrative access to One Search:

1. Select **Back Office > Access Levels**.
2. Click  next to **Library Administrator**.
3. Select the **Search One Search as** checkbox, then select **Staff**.
4. Next, select the **Set up One Search** checkbox to let users add and edit One Search databases.
5. Click **Save**.

To set up patron access to One Search:

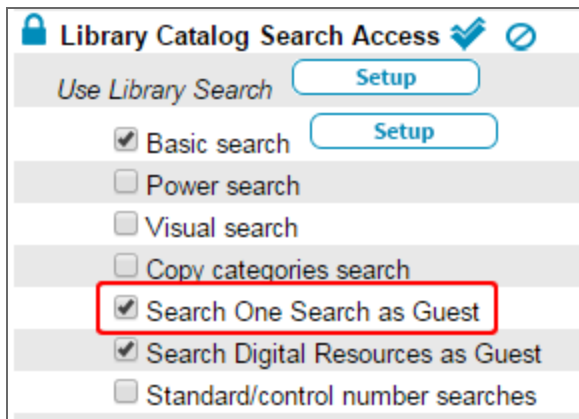
1. Click  next to **Patron**.
2. Select **Search One Search as**, then select **Student**.
3. Click **Save**.

To enable guests who access your library catalog to search One Search:

1. Click  next to **Guest**.
2. Select the **Search One Search as Guest** checkbox.

It is important to make sure you understand your online subscription database license agreement before you allow public access. Anyone who can access your Destiny URL from inside or outside your network may be able to use One Search if you allow guest access. You are responsible for complying with the license terms of third-party content vendors.

3. Click **Save** to complete or **Cancel** to leave without granting this access.

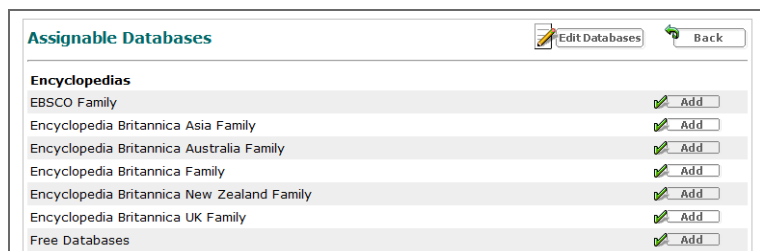


Library Catalog Search Access	
Use Library Search	Setup
<input checked="" type="checkbox"/> Basic search	Setup
<input type="checkbox"/> Power search	
<input type="checkbox"/> Visual search	
<input type="checkbox"/> Copy categories search	
<input checked="" type="checkbox"/> Search One Search as Guest	
<input checked="" type="checkbox"/> Search Digital Resources as Guest	
<input type="checkbox"/> Standard/control number searches	

Add One Search Databases

To add non-IP verified subscription databases to the One Search service:

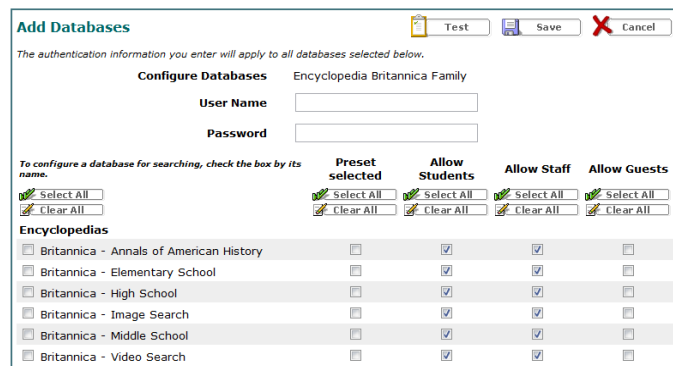
1. Select **Catalog > Search Setup > Enriched Content Searches**.
2. Click **Edit** next to **One Search Database Information**.
3. Click **Add Databases**.
4. Click **Add** next to the database(s) you want to add.



Each database you select might require you to enter different authentication information, such as a username, password, URL, or customer number. Obtain this information from the database vendor.

If you would like students to have access to search One Search databases away from school, ensure your students log in to Destiny with a username and password.

In the event your selection yields a list of multiple databases, such as when you select a subscription encyclopedia database, select the checkboxes to enable the databases you subscribe to.



Checking the boxes under Preset selected tells Destiny to search this database by default whenever users perform a Basic library search and set the Material Type drop-down list to Any Type. (Selecting Any Type ensures that the online databases are searched.) In Power Search, Destiny automatically selects the checkbox for the Preset selected databases under Include Online Resources. Patrons must manually select any database in Power Search not set as Preset selected.

The **Allow Students**, **Allow Staff**, and **Allow Guests** options let you decide which groups of patrons—students, staff, or guests, respectively—can search specific databases. You need to enable the students, staff, and guest access levels to give these patron groups permission to search One Search.

Ensure your Third-Party Subscription Database licenses allow public access before permitting guests to search One Search. You are responsible for complying with the license terms.

5. Click **Save**.
6. Repeat the steps for the databases you wish to include in One Search.
7. When you finish, close the window.

Set Up IP Verified Subscriptions

Download the Host Script

If your library has IP verified database subscriptions, which use verified IP addresses to access the database information, your network administrator must download the One Search host script and configure your web server to access this file.

Have your network administrator (or the person in charge of your computer network) access the One Search host script through Destiny online Help and provide you with the complete path to the FSCPROXY.PL file, as you need to enter it in Destiny when setting up IP verified subscriptions.

The only difference in patron use of IP verified database subscriptions and other One Search databases is that while students with a Destiny login can search One Search databases from home, they cannot click a search result in an IP verified subscription to view it as they can in other subscription databases. Instead, students must save the search result(s) to a resource list to view later at school.

Configure a Web Server for IP Verified Subscriptions

To authenticate your site's subscription to IP verified subscription databases, you need one or more of the following:

- User name and password
- Database IP address
- In addition, the server on which you install this proxy must connect to the Internet through an IP address that has been verified with the subscription service.
- Custom URL of the database

Important: Obtain this information from each database provider. Follett does not have access to this information.

You should also have the complete path to the FSCPROXY.PL file your network administrator provided after downloading the One Search host script and configuring your web server to access this file.

If you are setting up the FSCPROXY.PL host script to “tunnel” information through a proxy server, you need to edit the FSCPROXY.PL file once you download it:

1. Make sure Perl is configured on your web server. It is a free, cross-platform web server language you can download from numerous websites, including <http://aspn.activestate.com/ASPN/Downloads/ActivePerl/>.
2. Download the zipped [fscproxy.pl](#) file.
 - If you are using the Apache server, place the file in your \cgi-bin directory in \WWW root on the web server with Execute permissions.
 - If you are using IIS, place it in the \Inetpub\Scripts folder on the web server with Execute permissions.

3. Open the FSCPROXY.PL file in a text editor such as Notepad or ConTEXT.

4. Enter the IP address of your proxy server by replacing the lines

`my $proxy_path`

with

`my $proxy_path="127.0.0.1"`

and replacing `127.0.0.1`.

with

your proxy server IP address

Important: Quotation marks are required around the IP address.

5. Enter the port on which your proxy server is listening by replacing the line

`my $proxy_port`

with

`my $proxy_port="8080"`

and entering the correct port number instead of `8080`.

Important: Quotation marks are required around the port number.

6. Save and close the FSCPROXY.PL file.
7. Provide the site or library administrators with the complete path to the FSCPROXY.PL file as they must enter this path when setting up Destiny to access IP verified subscriptions.

Note: All patrons search requests are handled through onesearch.fsc.follett.com, regardless of IP authentication settings. If IP authentication is enabled for a database, onesearch.fsc.follett.com calls the One Search IP authentication host script (fscproxy.pl), which in turn contacts the selected subscription databases.

Important: At a minimum, the web server hosting the FSCPROXY.PLscript must allow requests from onesearch.fsc.follett.com and must allow outgoing HTTP connections to all supported subscription databases. Library patrons and outsiders do not need direct access to the machine hosting the FSCPROXY.PLscript.

We recommend that you configure the web server to deny access to the FSCPROXY.PLscript from all machines except <http://onesearch.fsc.follett.com/>.

Enter the Host Script Path in Destiny

To use IP verified subscriptions, enter the path to the FSCPROXY.PLhost script:

1. Select **Catalog > Search Setup > Enriched Content Searches**.
2. Click **Edit** next to IP Verified Subscriptions.
3. Enter the path to the FSCPROXY.PLhost script in the path field.
4. Click **Test** to test the path.
5. Click **Save**.

Set Up One Search for Multiple Sites

If your district purchases subscriptions to online databases for the entire district, you can push One Search database configurations to multiple sites. This provides a simple way to enter authentication information once and apply it to other schools in the district.

To push One Search database configurations to another site or sites:

1. Log in to Destiny as the Destiny Administrator.
2. Select **Setup > District Options**.
3. Click **Edit** next to One Search Database Information.
4. Select a school to be the source site.

The database configurations at the source site will be duplicated at other sites in the district. Therefore, you should set up the source site with every district subscription that you want to push to other sites.

5. Click **Configure**.

The push process only works for databases that use the same username and password for each school in the district. Any databases that require a unique username and password for each school need to be set up at the individual schools. Users at each school who have the Set up One Search permission can add or edit database configurations.

If any of the receiving schools already have databases configured that are not configured at the source site, those databases are not affected by the push. If the source school and any of the receiving schools have a database in common, the receiving school's configuration for that database will be overridden when the push is processed.

6. From the Push Configuration to drop-down, select the entire district, a site type, or a single site.

The push process will automatically enable the Use One Search checkbox in Site Configuration for any receiving sites that do not already have it enabled.

7. Click **Go**.
8. A message appears, notifying you which sites will receive the database configurations you set up at the source site. To proceed, click **Yes**.