

Mindex News

September 2015

DB/Text Version 15

Release

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Contact Us

Mindex Systems

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office@mindex.co.za
www.mindex.co.za
www.inmagic.com

Inmagic DB/Text Version 15

If you have a current subscription to software maintenance, you should have received an email from advantage@inmagic.com with the download instructions for version 15.

Please contact us for quotes to install your version 15

New addition to our staff

We are very excited about Cilliers Odendaal who will join our team in January 2016. Cilliers will bring some new skills to support us with new technological challenges.

The installation of Presto at Elsenburg and the CSIR opened some new possibilities and the need for more technical skills.

Cilliers has a BComLaw degree as well as IT qualifications including skills in HTML, SQL, ASP, Web application development, etc. He worked with leading companies in Web application development. We can ask for no one better to join us.

OFFICE DETAILS – CONTACT NUMBERS

We just want to clear up some confusion about our Pretoria Office. Our office in Pretoria still fully operational, as only the administration office has moved to Cape Town.

Our staff / consultants currently consist of:

- Johan van Wyk –Manager Mindex Systems/Consultant (Pretoria) Email: info@mindex.co.za
- Susara van Wyk – Finance (Pretoria)
- Anne-Marie Foster - Consultant (Pretoria) Email: Foster@mindex.co.za
- Glynis Steer – Consultant (Pretoria) Email: Steer@global.co.za
- Bella Odendaal – Manager Cape Town office / Consultant (Cape Town) Tel: 0824589202 Email: mpt@mweb.co.za/Office@mindex.co.za
- Jana Odendaal – Secretary (Cape Town) Tel: 021 9760515 Office@mindex.co.za
- Dariol Wicomb – Consultant (Cape Town)
- Cilliers Odendaal –Future Manager Web Applications (Cape Town)

NEW CLIENT

We can announce a new client in Johannesburg:

Gauteng Provincial: Department of Infrastructure Development

They are in a brand new information facility right in the centre of town (Rissik street). Tsepo Theledi is the contact person with a team of enthusiastic information staff. We are looking forward to see this facility and their Inmagic Genie fully operational.

STOCKTAKING MODULE

Quite a few clients are experiencing demands from the Auditor General which requires stocktaking. Please know that ALL our systems can do stocktaking, one just needs to implement the stocktake module. Using a Bluetooth scanner with this module, it is fast and effective.

All you would need is for your Catalogue to have a complete list of all information items which needs to be checked against barcoded items on your shelves. The stocktake module will give you the ability to scan the barcodes and then check the items in your database against the items available on your shelves and then reconcile it with the items on loan. A report can then be pulled from the database.

If you need assistance, contact any of the consultants or the office for a free quotation.

TRAINING

- Our last scheduled training for 2015 is now closed, but we can still schedule training on demand.
- **Courses can be organized on request.** Should you need any courses that do not form part of the scheduled courses please contact us via email for a quote. Email to: office@mindex.co.za



On the photo: Geoffrey from Parliament of Namibia, Baheya from Iziko Cape Town and George from Uongozi Tanzania on training in Cape Town August 2015.

USER GROUP MEETINGS

A Pretoria User Group meeting is planned for later this year. We will inform you of the dates at a later stage.

Our User Group meeting in Cape Town was very successful and it was good to meet with all our clients again.

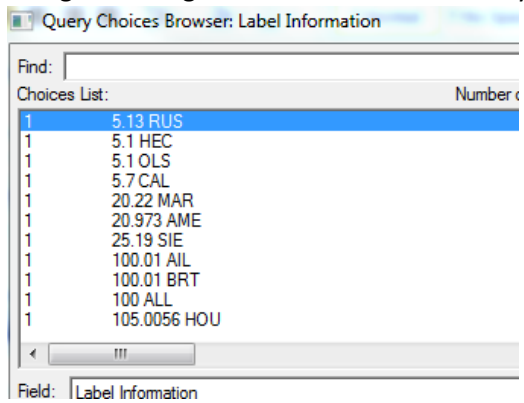


TIPS AND Q&A

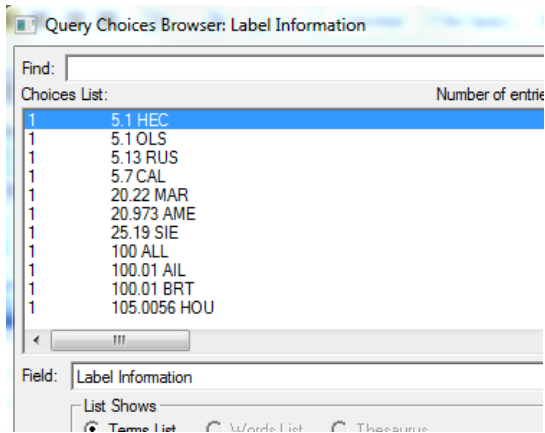
The new Call number field

This field type was added in version 15 and will help with the correct sorting of call numbers.

Using Text filing as numbers sorted this way:



Using the Call number setting will now file the numbers correctly



How to change your indexing

Everyone should be out of the database.

Login with the Master password.

Go to Maintain > Edit Textbase structure > Edit fields

Then click on the Class number / Shelf number field.

Click on the Type and Indexing dropdown and scroll down to the list of field types to find the Class number field type.

Select it and then click the CHANGE button. Then click on FINISH and on the next screen OK.

Your field will start re-indexing.

