

Getting Started

Evergreen 3.0 Web Client

How do I get to the web client?

1. Your library staff login url will be LIBRARYNAME.sparkpa.org/eg/staff
 - a. This will be the same link you use for your OPAC but with /eg/staff added
 - b. Examples: altoona.sparkpa.org/eg/staff ; bellwood-antis.sparkpa.org/eg/staff
 - c. If you get an error, make sure your browser is going to https:
 - i. https://altoona.sparkpa.org/eg/staff

Managing workstations

1. the first time you log in on any computer (or if you have cleared your cache, etc) you will need to register your workstation -- click Register, then Use Now then re-enter your login.

Please register a workstation.

Register a New Workstation For This Browser

BC_HOL ▾	Workstation Name	Register
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Workstations Registered With This Browser

<input type="text"/>

Use Now Mark As Default Remove

What about Receipts?

1. You may need to do some configuration in order for your web client to print correctly to the receipt printer--removing headers/footers and setting proper margins.
 - a. In Chrome print dialog: set it to the receipt printer, make sure roll paper is set to correct size, then click 'more settings', uncheck 'headers/footers' and set margins to 'minimum'. The first time you print set it to the receipt printer and double-check your paper size.
 - b. In Firefox: Select Print... from the 'hamburger' menu on top right, it will show you a preview, click 'page setup'. Select .1 for each margin and --blank-- for each header/footer. If you click 'ok' it should remember these even if you don't print this preview. The first time you print set it to the receipt printer and double-check your paper size.
2. You can also set up your browser to print 'silently' (without a dialog box) -- but then you will only be able to print to the receipt printer from that browser.