



Last Updated: December 14, 2009

## Transition Guide for *Classical Music Library*

*Classical Music Library* is getting a new look as well as expanded features and functionality. In the next few months, Alexander Street will be moving this collection to a new platform. In the meantime, we will be supporting both the new and the old platforms, with the final transition coming in April 2010.

We will automatically re-direct your access and bookmarks, so you won't need to do anything. You will experience no interruption in service, and we've done everything possible to make the process as simple and as automatic as possible. If you have any questions that the following list of Frequently Asked Questions doesn't answer, please e-mail us at [marketing@alexanderstreet.com](mailto:marketing@alexanderstreet.com)

1. When will the new site be turned on?
  - a. We're releasing a preview of the new *Classical Music Library* in late October, 2008. As soon as it's up, you will be able to see a link to the new *Classical Music Library* from the current interface. We won't officially migrate you to the new site until April 2010. Until then, you will be able to use the current version while taking a sneak peek at the new site.
  - b. In April 2010, all customers will be redirected to the new site and access to the current site will be turned off.
2. Will all my bookmarks/URLs for course folders still work with the new site?
  - a. Yes, all existing static URLs will redirect to the new site starting in April 2010. You will not need to amend any of your existing bookmarks or links.
3. Will I have to recreate all of my existing course folders and playlists?
  - a. No, all existing course folders and playlists have been migrated over to the new site. As long as you use your same login/password details from your current account, you'll be able to see all of that content on the new site.
  - b. If you create playlists/course folders on the **current** site during the preview period (November-April), you won't be able to access them on the new site until we officially launch in January, when we will transfer them over.
  - c. If you create playlists/course folders on the **new** site during the preview period, they will remain in your account when we officially

launch in April. You will not need to sign up for a new account; just use your existing login details as they have been migrated for you.

4. Where are my course folders?

- a. All course folders and playlists are located in one place – under the 'Playlist' tab in the new site. We've eliminated having a separate course folder area since anyone can now make playlists public. Your course folders now appear alongside all other playlists, and are searchable.
- b. You now have the option to make any existing playlist public or migrated course folder viewable to others outside your institution. You can edit your playlists in the new site and choose from these viewing options:
  - i. Who will see this playlist? Just me
  - ii. Who will see this playlist? Everyone at my institution
  - iii. Who will see this playlist? Everyone
- c. All existing playlists are stored in the new site as viewable to just the person who created them, and all existing course folders are stored in the new site as viewable to just everyone at my institution. You now have the option to edit these playlists in the new site to be as accessible as you choose.

5. How will usage be tracked during the preview period?

- a. We will be reporting usage statistics from the current site during the preview period. We will not report usage statistics on the new site until the official re-launch in April.

If you have questions not covered in this document, please email them to [marketing@alexanderstreet.com](mailto:marketing@alexanderstreet.com).

