Aspen

Weekly

customizations for library admin

VIDEO

TUTORIAL

ByWater
SOLUTIONS

In 2022, we worked hard to bring you the Aspen Discovery Help Center - a wealth of information and documentation about Aspen Discovery and Aspen LiDA. In 2023, we are working on updating our video tutorials. Be on the lookout for special Video Tutorial editions of Aspen Weekly as we update this content!

CUSTOMIZATIONS FOR LIBRARY ADMIN

On the Aspen Team, we work with many different types of libraries and library structures. Regardless of the structure or the size, libraries are often interested in customizing a few main areas of Aspen. This Aspen Weekly is a curation of helpful tutorial videos and Help Center resources for those staff members who have permissions to customize and maintain the Aspen catalog for their system.

Updating Library Information

Related Documentation

- **Adding or Editing Location Information**

- **Adding or Editing Location Hours**

- **Add Photo or Description to Your Location Information**

- **Add Social Media Links**

- **Add Holidays**

Customizing Your Theme

Related Documentation

- **Add a Logo**

- **Change Colors**

- **Add a Footer Image**

- **Make Header & Footer Full Width**

Menu Links

Related Documentation

- **Create Menu Links**

- **Move Menu Links**

- **Font Awesome Icons**

System Messages

Related Documentation

- **Create a System Message**

- **Give a System Message a Start and End Date**

Creating Lists

Related Documentation

- **Create a List**

- **Add Multiple Titles to a List**

- **Find My Lists**

- **Turn Lists into Browse Categories**

Browse Categories

Introduction

Creating & Managing

Related Documentation - Link to Help Center

Placards

Related Documentation

- **Create Placards**

- **Placard Examples**

23.07 Release Schedule Change

23.07 will be released 2 days earlier on the evening of **Sunday, July 16**. We will send out an email/post in Slack to announce the release and send out release notes with helpful links about new functionality.