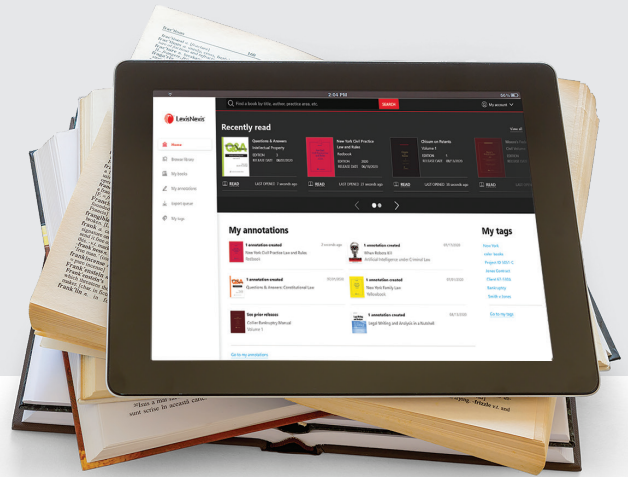


Let's Launch Your New LexisNexis® Digital Library



Deliver 24/7 access to your complete eBook collection with LexisNexis® Digital Library. Once your Digital Library is live, your researchers will enjoy authoritative LexisNexis titles in market-leading eBook format, online or through our applications.

Getting Started



SET-UP

Get account access and customize your Digital Library

In the first three weeks after signing your contract, you will meet your LexisNexis® and OverDrive® account team, including your OverDrive Account Specialist, your LexisNexis Digital Media Consultant and Client Manager. They will work with you to:

- Set up your account and go over the website goals and implementation
- Begin developing the technical set-up including your review of your new LexisNexis® Digital Library website



PREPARATION

Training and access to marketing and support resources

As you prepare to launch, in the third, fourth and fifth weeks, you will receive training and access to many support resources:

- Your DMC will send training and support resources to help you begin creating your launch and training plan to support your organization: including training-on-the-go videos, and digital library literature and FAQs. Your DMC will also assist with training your library staff
- Your OverDrive Account Specialist will schedule a review of collection management tools and provide access to their OverDrive Marketplace
- Your CM will review billing and invoicing

Introducing your LexisNexis® and OverDrive® account team

- Your **OverDrive Account Specialist** builds your customized Digital Library solution, conducts OverDrive Marketplace training/support and adds any other publisher materials available through OverDrive that you may subscribe to.
- Your **LexisNexis Digital Media Consultant (DMC)** helps with launch initiatives, shares resources to drive awareness and usage, notifies you of product enhancements and supports your training needs.
- Your **LexisNexis Client Manager (CM)** assists you with content needs, billing/invoicing questions and other account maintenance activities.



LAUNCH YOUR LIBRARY

Get the word out to build a strong base of users with an effective communications plan

Between weeks five and seven, you will be able to launch your Digital Library to both your library staff and full organization. After receiving a confirmation from your OverDrive Account Specialist that your site is live, your DMC will provide:

- A customized communication that you can send to your users that includes basic access instructions and support materials
- A list of customized content links for you to market to your organization, which allow your users to easily click to access Digital Library content
- Messaging and links to instructional videos and supporting materials that can be passed along to your users



ONGOING PROMOTION

Stay well informed with the latest updates and efficiency strategies

In the first few months after your Digital Library launch:

- Your DMC will ensure you have the training and instructional materials to share enhancements with your organization and send out any updated Digital Library eBook links
- Your CM will send monthly alerts regarding updates to your existing content, and will follow up with additional content options based on your contract agreement

Your OverDrive Account Manager will reach out for an advanced review of OverDrive Marketplace as a refresher for the collection management tools for circulation insight.

PLEASE CONTACT US WITH ANY QUESTIONS.

Images for representation only. Actual screens may vary.