Welcome

Welcome to the WRLC wiki for Alma, Primo, and related software configurations and workflows. Material here is organized much like a physical library. Information in broad subject areas like centralized Alma configurations are organized in the wiki's shelves. Shelves are composed of books on particular topics like *SCF workflows* for example. Books contain chapters like *training materials* and individual pages contain specific training topics. Use the navigation links in the top menu and the search box to get started!

FAQs

What types of information can I find here?

What should be in the Wiki?

- **How to do something**
- Training documentation, like videos, presentation slides, etc.
- Configuration policies and walkthroughs
- Workflows
- General information
  - URLs for all instances of Alma, Primo, and sandboxes
  - List of shared Electronic Collections
  - Pull slip codes

What is not in the Wiki?

The following information is found in the Intranet, Basecamp, etc.

- **Why we do something**
- List of committee members, minutes, agendas
- Discussions, questions, schedule of meetings

- Intro to committees
- How to use the Service Desk
- Statistics and reports

What should I do if I'd like to add/edit information?

To gain edit privileges for this wiki, please complete the Wiki Editing Access Request form.

Notification of this request will be sent to the Alma/Primo Advisory Committee. Current member list is here: https://www.libraries.wrlc.org/committee/almaprimo-advisory-committee

What are some other sources of Alma information?

Other sources of information:

This site was created because it can be difficult to find information on the official Ex Libris Alma Knowledge Base - especially information directly pertaining to the way things are configured at the Washington Research Library Consortium.

Other consortia have created similar sites to keep more detailed information about their unique local settings. Those are often more helpful for Alma users, especially academic libraries in a network zone, than the Ex Libris Knowledge Base. Some examples of helpful consortial configuration sites are:

- SUNY's Office of Library and Information Services
- Orbis Cascade Systems Documentation
- Harvard University's Alma Information

WRLC is a member of ELUNA!

ELUNA (Ex Libris Users of North America) is a nonprofit organization that supports libraries using Ex Libris products, including Alma, Primo, and other library management and discovery systems. ELUNA provides opportunities for professional development, collaboration, and advocacy, allowing library staff to share expertise, learn from colleagues, and help influence future product enhancements.

Through WRLC's consortium membership, staff at participating libraries can take advantage of ELUNA membership benefits, including training, webinars, networking opportunities, conference discounts, and access to member resources.

About the ELUNA Document Repository

The ELUNA Document Repository is a valuable resource available to ELUNA members at no additional cost. It provides access to a growing collection of presentations, training materials, and documentation contributed by the Ex Libris user community. The repository includes:

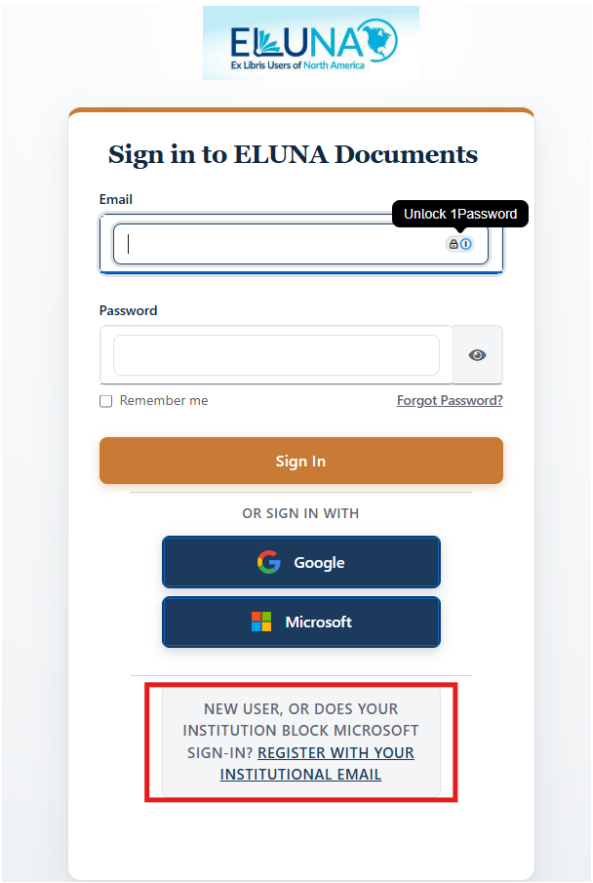
- Presentations from past ELUNA conferences and Developers Day+ events
- Educational materials from ELUNA Learns sessions
- Documentation and presentations from product working groups and special interest groups
- Meeting minutes, organizational documents, and other resources

Library staff can search or browse the repository by subject, author, year, or division to locate materials relevant to their work. For WRLC staff, the repository is particularly useful for exploring Alma and Primo workflows, learning from other institutions' experiences, and identifying approaches to common library management challenges.

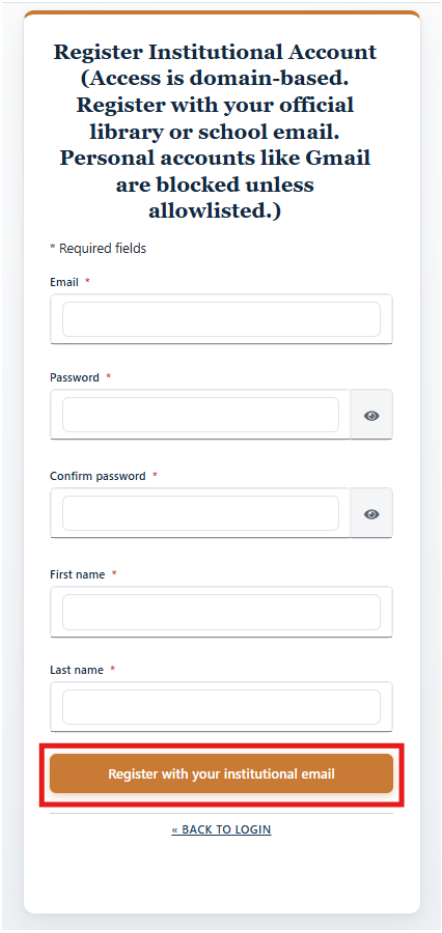
Staff at WRLC's nine participating institutions are eligible for ELUNA membership benefits through WRLC's consortium membership. Repository access is based on institutional email domains, so staff at WRLC's member institutions can simply use their work email addresses to log in.

Get Started

1. Visit the ELUNA Document Repository
2. Select the available sign-in or registration option



3. Enter your institutional email address (for example, @gmu.edu, @american.edu, or @georgetown.edu) and complete the registration form



4. Select “Register with your institutional email”
5. Check your inbox for an email from the ELUNA Document Repository with the subject line: Verify email
6. Follow the instructions provided in the email to verify your email address and complete authentication: “Someone has created a ELUNA Document Repository account with this email address. Link to email address verification. This link will expire within 5 minutes. If you didn't create this account, just ignore this message.”
7. Once your email address is verified, you should be automatically signed in to the repository

You can now search or browse the repository for conference presentations, training materials, documentation, and other resources.

Need Assistance?

If your institutional email address is not recognized or you experience difficulty accessing the repository, contact ELUNA at questions@eluna.libanswers.com.

Tips

In the breadcrumbs, click on the arrows for a dropdown list of all related level items.

Get started with these helpful Training Videos

Links

WRLC Instances
A comprehensive list of all instances (Alma, Primo VE, and Sandboxes) in the WRLC Network Zone

Alma/Primo Advisory Committee Member List

Revision #50
Created 2023-09-28 21:45:42 UTC by Joel Shields
Updated 2026-10-22 18:59:37 UTC by Angelique Carson