**On OCLC Connexion**

**Configuration>General>External Systems>Integration Profiles**

On Connexion Client, Menu bar

1. Click Tool > Options



1. With the Options window, click “Export” to access export option. Click “Create” to create a new path to export to NZ or IZ. (Note: If you have already created the path and want to edit the setting, click “Edit” and go to step 5.)



1. You’ll be promoted with the window “New Export Destination”. Click “OCLC Gateway Export” and click “OK”.



1. Then next window is the Local System Settings. Fill out the “Host name” as given in the next image. Check “Send Local System Logon Id and Password” to activate the “Local System Authorization” setting.



1. Fill out all the elements as given below. Click OK when you finsih.

Host Name: **cuny-network.alma.exlibrisgroup.com**

Logon Id: **01CUNY\_NETWORK**

Password:Ask OLS (support@cuny-ols.libanswers.com)



1. The last step is to give a name for the Export Destination. You can given a name at your wish. A good name will be “Alma-NZ”. Click “OK” when you are done.





1. Select this Alma-NZ gateway when you want to export records to CUNY Alma NZ. (i.e., click the gateway so it is highlighted.) Click “Apply” and Close.



1. If setting is done correctly. When you export a record to Alma NZ, the message will be like this.



**IZ Gateway setting (example of Baruch’s export gateway).**



|  |  |
| --- | --- |
| **Institution Code** | **Alma Host Name** |
| 01CUNY\_BB | cuny-bb.alma.exlibrisgroup.com |
| 01CUNY\_BX | cuny-bx.alma.exlibrisgroup.com |
| 01CUNY\_BC | cuny-bc.alma.exlibrisgroup.com |
| 01CUNY\_SI | cuny-si.alma.exlibrisgroup.com |
| 01CUNY\_GJ | cuny-gj.alma.exlibrisgroup.com |
| 01CUNY\_LG | cuny-lg.alma.exlibrisgroup.com |
| 01CUNY\_JJ | cuny-jj.alma.exlibrisgroup.com |
| 01CUNY\_KB | cuny-kb.alma.exlibrisgroup.com |
| 01CUNY\_CL | cuny-cl.alma.exlibrisgroup.com |
| 01CUNY\_NC | cuny-nc.alma.exlibrisgroup.com |
| 01CUNY\_HO | cuny-ho.alma.exlibrisgroup.com |
| 01CUNY\_HC | cuny-hc.alma.exlibrisgroup.com |
| 01CUNY\_LE | cuny-le.alma.exlibrisgroup.com |
| 01CUNY\_ME | cuny-me.alma.exlibrisgroup.com |
| 01CUNY\_NY | cuny-ny.alma.exlibrisgroup.com |
| 01CUNY\_QC | cuny-qc.alma.exlibrisgroup.com |
| 01CUNY\_CC | cuny-cc.alma.exlibrisgroup.com |
| 01CUNY\_YC | cuny-yc.alma.exlibrisgroup.com |
| 01CUNY\_GC | cuny-gc.alma.exlibrisgroup.com |
| 01CUNY\_BM | cuny-bm.alma.exlibrisgroup.com |
| 01CUNY\_QB | cuny-qb.alma.exlibrisgroup.com |
| 01CUNY\_AL | cuny-al.alma.exlibrisgroup.com |
| 01CUNY\_NETWORK | cuny-network.alma.exlibrisgroup.com |

