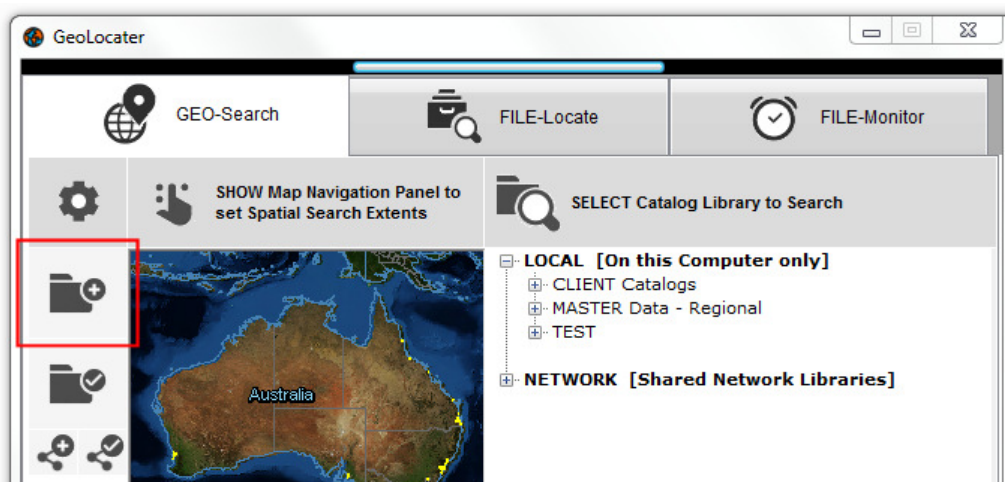


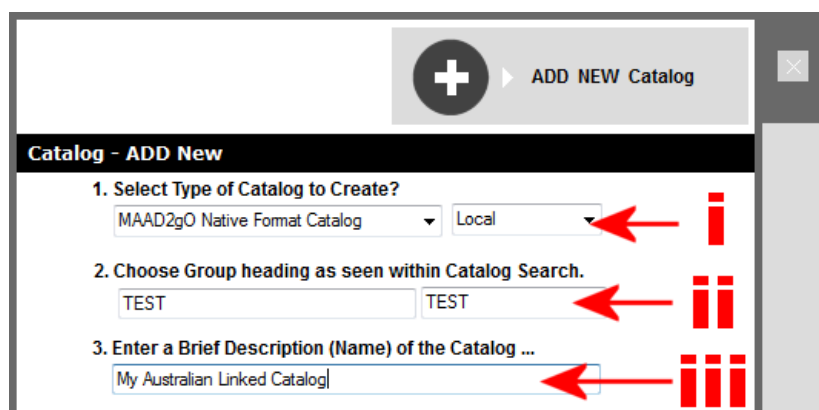
KB3002: How to Link to an existing 'Standard' Catalog Library

This document outlines the process to link to an existing 'Standard' formatted MAAD2gO Catalog Library. It assumes the catalog to link to is an official MAAD2gO catalog library of 'standard' format, as delivered 'out-of-the-box' at initial installation.

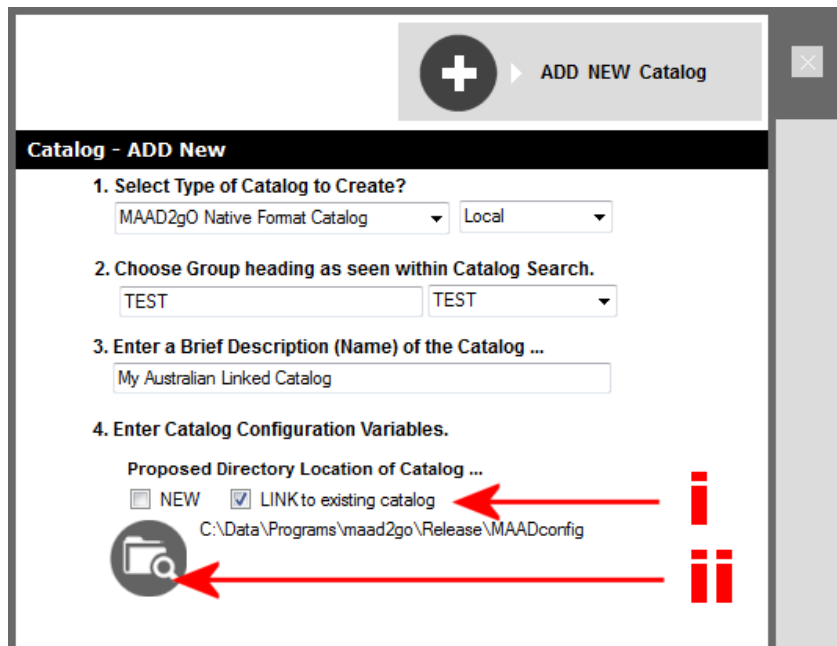
1. Select the **ADD New Catalog Library** button from the **Geo-Search** tab.



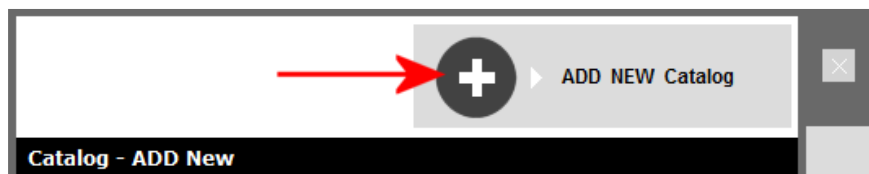
2. From the Create New Catalog pullout interface displayed, enter the following; Ensure the Type of Catalog to create is MAAD2gO Native Format Catalog, then
 - i. Choose if the catalog is Local or Network
 - ii. Enter the Group catalog heading, followed by
 - iii. A description of the catalog.



3. Toggle the checkbox from **NEW** to **LINK** to existing catalog. Then select the file find button and browse and locate the catalog to link to.



4. If you wish to alter the editing and viewing permissions to the catalog, you can do it now, otherwise select the ADD New Catalog button at the top of the interface to add the catalog.



The linked catalog can now be discoverable in the Catalog Library Selection interface.

