/\* Switch Board

HeadingManage Visitors

Textbox input- lookup visitor (number, or name)

Button (**Form)** – Lookup visitor

Button – New Visitor

Buton (**Form**) – Create Visitor

Inputs for credit card,

Input for IDs – Photo card, Health Card, Drivers License, Birth Certificate, SIN, Passport

(DDL to select ID type, textbox for a number from the Id)

Input for contact info – Address, email, phone number

Input for payment method (Cash, credit, debit card).

Button to print card

Button (**Form**) – Visitor Details (re-use create visitor form, populate form)

Button – Edit Visitor

Button - (**Form**) – New loan

Input Item Id

List box (lists items added to loan)

Button remove item

Button add to loan

Button Finish loan

Button – (**Form)** – Manage loans (Probably not required)

List Box (loan History) \*/

Heading - Manage Collections

Button **(Form)** Electronic

Input – Accession Number

DDL – Item Type

* E-Book
* E-Journal
* E-AudioBook
* E-Magazine

Input – Item Name

Input – Item Description

Input

Button – Print RFID

Button – Save

Button – Export

Button (**Form**)General

Input – ISBN / ISSN

Input – Accession Number (Read Only)

DDL – Item Type

* Hard Cover
* Soft Cover
* Periodical

CheckBox – Non circulating item (Really expensive / important and can’t leave library)

Input – Item Name

Input – Item Description

Input – ISBN

DropDown – Loan status locked field – Available / On Loan-On Hold /On Order-On Hold / Reserved/Received-On Hold / Withdrawn (If damaged) / Discarded (item is destroyed) / On Recall (needs to be pulled off the shelves) / Lost

DDL – Cover Type (Hard / Soft cover)

Button – Print RFID

Button – Save

Button-Export

Button (**Form)** AV Equipment

Input – Accession Number (Read Only in Browse State)

DDL – Item Type

Input – Item Name

Input – Item Description

Input – ISBN

Button – Print RFID

Button - Save

Button (**Form)** Reference (CITL use only)

Input – Accession Number / Reserve Number

Checkbox for Accession / Reserve Number

DDL – Item Type

* Encyclopedia

Input – Item Name (title)

Input – Item Description

Input – Author (optional)

Label – Loan status On Recall/On Reserve

Label – Loan Expected return date (days overdue)