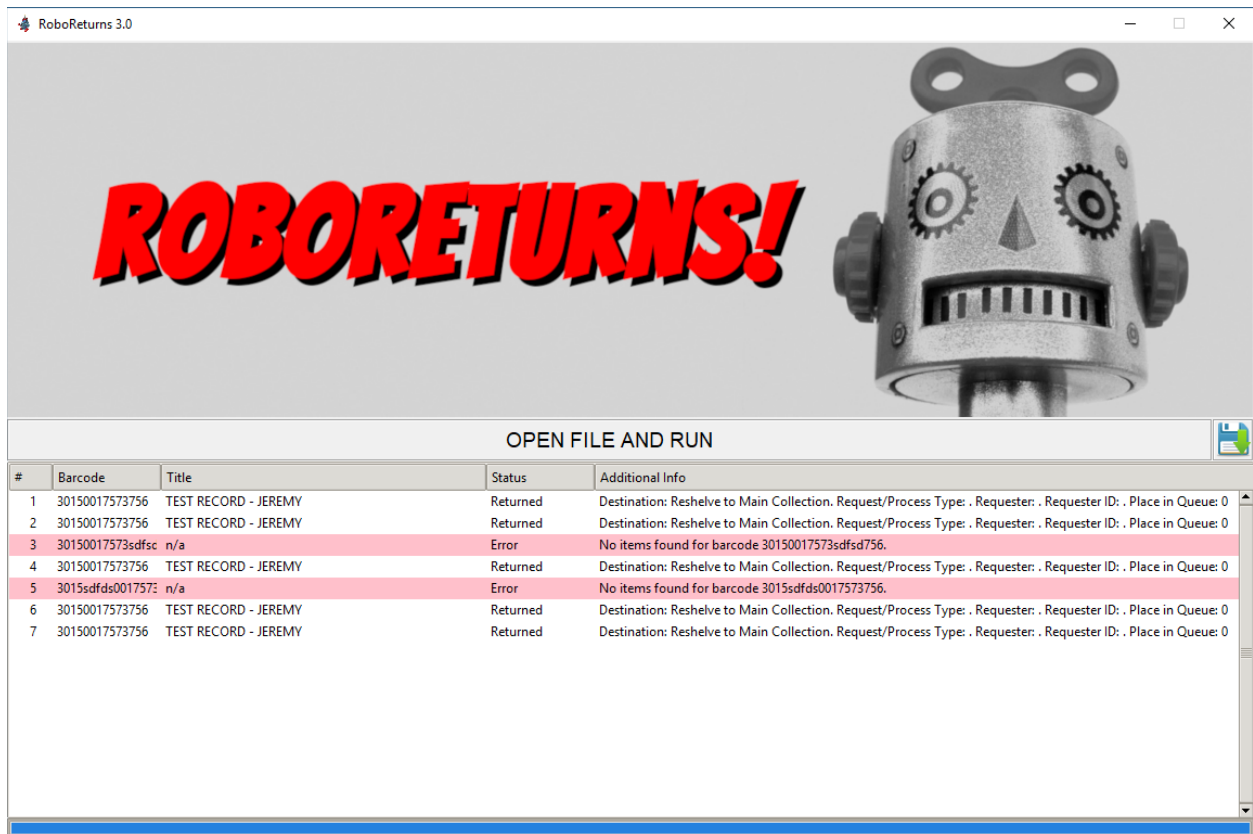




# RoboReturns for Alma v 3.0

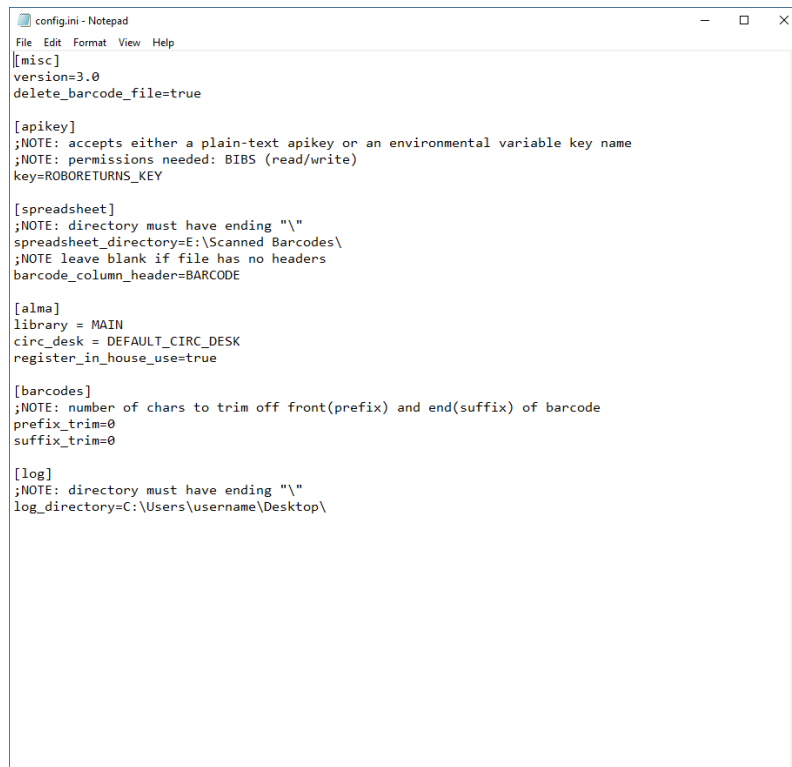
# Overview



RoboReturns is for returning books in Alma in bulk. It takes a file of barcodes and checks in each item one by one.

It can also be used with a handheld barcode scanner to record in-house uses for items read within the library.

# Config.ini File

A screenshot of a Notepad window titled 'config.ini - Notepad'. The window contains the following text:

```
File Edit Format View Help
[misc]
version=3.0
delete_barcode_file=true

[apikey]
;NOTE: accepts either a plain-text apikey or an environmental variable key name
;NOTE: permissions needed: BIBS (read/write)
key=ROBORETURNS_KEY

[spreadsheet]
;NOTE: directory must have ending "\"
spreadsheet_directory=E:\Scanned Barcodes\
;NOTE: leave blank if file has no headers
barcode_column_header=BARCODE

[alma]
library = MAIN
circ_desk = DEFAULT_CIRC_DESK
register_in_house_use=true

[barcodes]
;NOTE: number of chars to trim off front(prefix) and end(suffix) of barcode
prefix_trim=0
suffix_trim=0

[log]
;NOTE: directory must have ending "\"
log_directory=C:\Users\username\Desktop\
```

To customize RoboReturn's settings, open up the config.ini file in a plain text editor.

## **delete barcode file**

Must be TRUE or FALSE. If TRUE, RoboReturns will delete the source file upon completion. If FALSE, it will leave the file as is.

## **key**

To use RoboReturns, you will need an Alma API key with the following permissions: Bibs read/write.

You can either put the entire key as unmasked plain-text, or give the name for the environmental variable that contains the apikey. RoboReturns will first search for an environmental value and if no matching variables are found, will set the apikey as the plain-text of the field.

### **spreadsheet directory**

This is the directory where RoboReturns can expect to find your file of barcodes. Must have a “\” as the last character.

### **barcode column header**

If your file of barcodes has columns, you can place the name of the barcode column in this field. Otherwise, you can leave this field blank and RoboReturns will automatically read the first column of the spreadsheet and treat it as the barcode column.

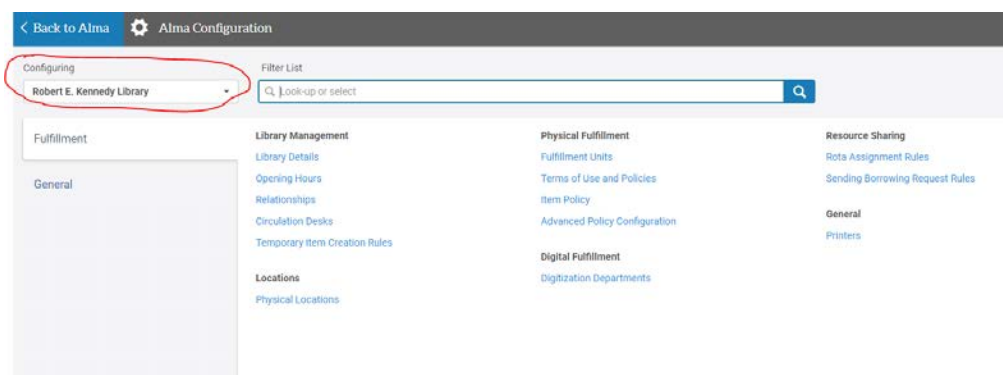
### **Alma Codes**

For RoboReturns to check-in each item, it is necessary to supply the library code for the home library where the book lives and also the code for that library’s circ desk (for most people, this is DEFAULT\_CIRC\_DESK).

You can find these codes, by doing the following:

**Library code:** Go to Alma Configuration (gear icon)

There is a drop down on the left. Make sure you have the returning library selected.



Click “Library Details” under Library Management. You can find your library code there at the top, under “CODE”

**Circulation Desk:** Go to Alma Configuration (gear icon).

There is a drop down on the left. Make sure you have the returning library selected.

Choose “Circulation Desks” under Library Management and copy the code that matches your destination, for most it will be DEFAULT\_CIRC\_DESK.

**register\_in\_house\_use**

Set this to “TRUE” or “FALSE” based on your preferences. If TRUE, RoboReturns will record an in-house check-in for each scanned item, which is useful for recording the use of materials in your library that do not leave the building.

**prefix\_trim**

The number of characters to delete from the front of your barcode.

**suffix\_trim**

The number of characters to delete from the end of your barcode.

**log\_directory**

Directory where RoboReturns can save your log file. Must end with “\”.

## How to Use

The user clicks “OPEN FILE AND RUN” and chooses their spreadsheet. The file can be in either Excel (xlsx), csv, or tab-delimited (.txt) format.

As RoboReturns works through the input file, its progress will display on the screen, as well as how many lines are left to process. The status of each return will display on the screen.

Successful returns are marked as “Returned”. (NOTE: If any items on the list are already in place, they will be marked “Returned” by default). Any errors will display in red. If an item is marked to be routed to another patron, it will show up as yellow.

If any messages appear and the user wants to have someone in another department look at it, or just to save it for their own records, they can click the SAVE icon and a spreadsheet will be generated based on the output of the RoboReturns screen for later viewing.

## Troubleshooting

If you load a file of barcodes into RoboReturns and nothing happens, it is likely a problem with your apikey. At the moment, there is no error message that can be displayed in this instance. Make sure your apikey has the correct permissions (BIBS read/write) and that it is set to your Production Environment, not your sandbox.

## Other Questions?

I’m glad to help you work out any problem you may be having using my program. Here’s my contact info:

Jeremy Hobbs

[jthobbs@calpoly.edu](mailto:jthobbs@calpoly.edu)

<http://jeremyhobbs.org>