Library Circulation System Glossary

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Revision History

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1 Introduction

This Glossary provides an overview of the entire document and acts as an important reference tool to help with reader comprehension. The present research is critical for the Library Circulation System (LCS) project since it defines the terminology utilized. It serves two purposes: to be used a reference for crucial terms and concepts required for the LCS project, and as a kind of informal dictionary for data. It ensures that everyone on the project, such as developers and designers, understands the same language and concepts. By providing clear definitions and explanations, this glossary aims to offer a deeper understanding of the intricate workings and functionalities of a Library Circulation System. This document uses some external references and should be stored as "Glossary" in order to ensure that all project members are able to access it.

1.1 Purpose

The goal of this Glossary is to provide a consolidated and easily accessible source for essential terminologies related to the Library Circulation System (LCS).

1.2 Scope

A comprehensive glossary of words and concepts associated with the Library Circulation System (LCS) project. It is linked to the LCS project and is intended to help stakeholders, patrons, and team members of project documentation understand and explain critical terms used throughout the project.

1.3 References

Library Terminology: Glossary of Library Terms, USC Libraries, Sep 22, 2022. URL: `https://libguides.usc.edu/libraryterms`

1.4 Overview

This document serves as a dictionary for the Library Circulation System (LCS) project, providing definitions of key concepts. It serves as a point of reference for all stakeholders, including creators, illustrators, contributors interested in the library management domain. The document also covers various mechanics and functionalities inherent in a Library Circulation System.

2   Definitions

Access Code, Account Number, Attribute Matrix, Cataloging System, Check-in, Check-out, Circulation Desk, Fine, Fine Calculation, Holdings, Library Card, Library Circulation System, Library Hours, Library Operations, Library Policies, Patron, Renewal.

2.1   Cataloging System

Within the Library Circulation System (LCS), the Cataloguing System is a critical component responsible for organizing, arranging, and keeping track of the library's wide collection of resources, which includes books and magazines. This system guarantees that every item in the library is correctly noticed, categorized, and accessible to both library staff and patrons.

2.2   Library Circulation System (LCS)

The software system used to handle the circulation of library resources such as magazines, books, as well as other types of materials like CDs, DVDs, USB Sticks, videotapes, audio tapes, etc. It also efficiently manages library operations, including cataloging, borrowing, returning, and patron management.

2.3   Library Operations

2.3.1   Attribute Matrix

The attribute matrix is a structured table that documents attributes associated with important system entities, particularly "Patron" and "Library Clerk." Attributes describe data attributes of these entities, such as Card Number, Name, Address, or Patron Type. The attribute matrix lists these properties, together with their data types and descriptions, in a systematic manner, ensuring that stakeholders and developers have a clear reference for the LCS's data structure.

2.3.2   Check-In

Returning a borrowed library item to the library's collection, indicating that it is no longer in the patron's possession.

2.3.3   Check-Out

The procedure through which a patron borrows a library item like books, magazines for a certain amount of time.

2.3.4   Circulation Desk

The section of the library where patrons may check out and return library materials, pay fines, and seek assistance.

2.3.5 Fine

A cost assessed to a patron for failing to return a library item by the due date or for other library-related violations.

2.3.6 Fine Calculation

The process of calculating fines for overdue library materials in the Library Circulation System (LCS) is known as fine calculation. The computation considers two major factors: the patron type (kid or adult) and the amount of days an item is overdue. Children are fined 10 cents per day for each late item, while adults face a five-dollar per day fee. A patron's total fine is computed by multiplying the number of past-due days by the appropriate fine rate. Fine calculation is critical in motivating patrons to return things on time while also preventing late items from disrupting the circulation system.

2.3.7 Holdings

The individual items in the library's collection, which are sometimes tallied as the number of individual books, magazines, novels, etc.

2.3.8 Library Policies

The library's rules and regulations managing the use of its contents, resources, equipment, and services.

2.3.9 Renewal

A patron's procedure to prolong the loan duration of a borrowed item, which is usually because they need more time to read or utilize it.

2.4 Patron

Individuals who use library services are divided into two groups: children (those aged 12 and under) and adults (those above the age of 12). For validation during library transactions, each patron is issued a four-digit access code and a 12-digit account number.

2.4.1 Access Code

An access code is a four-digit security credential connected with each patron's account. The access code is used to verify and authenticate the patron's identification during library transactions like viewing their account information. It protects a patron's account against illegal access and maintains the privacy and security of their personal information. When patrons connect with the LCS, they must submit this access code to view their account, access it, or perform activity.

2.4.2   Account Number

The account number is a unique 12-digit identity provided to each user in the library's system. It acts as the library's primary reference for managing and tracking patron records and activities. The Account Number connects all of the patron's transactions, such as contact information, borrowing and return history, penalties. It enables library clerks and the LCS to quickly locate and retrieve a specific patron's data, supporting efficient and accurate resource management at the library.

2.4.3   Library Card

A digital or print card issued to members of the library as proof of subscription and used to borrow resources.

2.4.4   Library Hours

The hours that the library is available for patron usage, which is from 9:00 to 19:00. Hours may be affected depending on events or circumstances.

3   UML Stereotypes

3.1   Material

Material representing the tracking and accessibility of library resources such as books and magazines.

3.2   Borrowing

Borrowing is associated with the borrowing procedure, which includes borrowing limitations and penalties for overdue materials.

3.3   Expansion

Expansion illustrates the system's capacity to support future growth plans. This extension will include various materials, such as CDs, DVDs, USB Sticks, videotapes, audio tapes, and so on.

4   Conclusion

To summarize, this document provides a comprehensive glossary of terms related to the Library Circulation System (LCS) project. It serves as a valuable reference for project stakeholders, ensuring a shared understanding of key concepts. The glossary enhances communication and collaboration, contributing to the project's overall success.