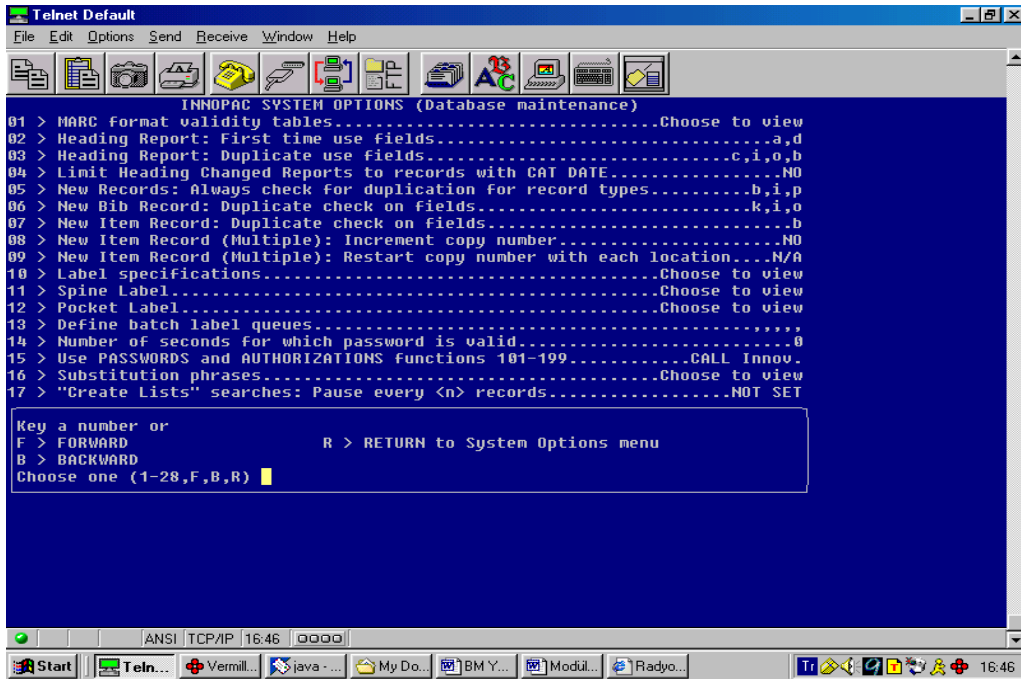


MODÜL PARAMETRELERİ KLAVUZU

Yazılımın "**Alter System Parameters**" seçeneğinden "**System Codes**" alanına girilir ve aşağıda belirtilen alanlarda sistem yönetim setleri ile ilgili düzenlemeler elkitabında tanımlandığı biçimde yapılır.

Veritabanı Yönetimi
OPAC
Ödünçverme Modülü
Yayın Sağlama Modülü
Sürelî Yayınlar Modülü

Aşağıda mevcut durumlar verilmiştir:



```
Telnet Default
File Edit Options Send Receive Window Help

INNOPAC SYSTEM OPTIONS (Database maintenance)
01 > MARC format validity tables.....Choose to view
02 > Heading Report: First time use fields.....a,d
03 > Heading Report: Duplicate use fields.....c,i,o,b
04 > Limit Heading Changed Reports to records with CAT DATE.....NO
05 > New Records: Always check for duplication for record types.....b,i,p
06 > New Bib Record: Duplicate check on fields.....k,i,o
07 > New Item Record: Duplicate check on fields.....b
08 > New Item Record (Multiple): Increment copy number.....NO
09 > New Item Record (Multiple): Restart copy number with each location....N/A
10 > Label specifications.....Choose to view
11 > Spine Label.....Choose to view
12 > Pocket Label.....Choose to view
13 > Define batch label queues.....
14 > Number of seconds for which password is valid.....0
15 > Use PASSWORDS and AUTHORIZATIONS Functions 101-199.....CALL Innov.
16 > Substitution phrases.....Choose to view
17 > "Create Lists" searches: Pause every <n> records.....NOT SET

Key a number or
F > FORWARD
B > BACKWARD
R > RETURN to System Options menu
Choose one (1-28,F,B,R) █
```

```

Telnet Default
File Edit Options Send Receive Window Help
*** INNOPAC -- Copyright 1999, Innovative Interfaces Inc ***
*** SYSTEM CODES ***

B > BRANCH (location) codes
A > Location ADDRESSES
R > Addresses referred to by RLOC and BLOC
L > LANGUAGE codes
C > COUNTRY codes
F > FIXED-LENGTH codes

N > NUMERIC codes
I > Edit library INFORMATION
H > Edit search HELP screens
W > Edit WWW HTML Screens
S > Create keyword SYNONYMS
O > Set system OPTIONS
Q > QUIT

Choose one (B,A,R,L,C,F,N,I,H,W,S,O,Q)

Monday 04 March 04:52PM

```

```

Telnet Default
File Edit Options Send Receive Window Help
*** INNOPAC SYSTEM OPTIONS (Database maintenance) ***

01 > MARC format validity tables.....Choose to view
02 > Heading Report: First time use fields.....a,d
03 > Heading Report: Duplicate use fields.....c,i,o,b
04 > Limit Heading Changed Reports to records with CAT DATE.....NO
05 > New Records: Always check for duplication for record types.....b,i,p
06 > New Bib Record: Duplicate check on fields.....k,i,o
07 > New Item Record: Duplicate check on fields.....b
08 > New Item Record (Multiple): Increment copy number.....NO
09 > New Item Record (Multiple): Restart copy number with each location....N/A
10 > Label specifications.....Choose to view
11 > Spine Label.....Choose to view
12 > Pocket Label.....Choose to view
13 > Define batch label queues.....
14 > Number of seconds for which password is valid.....0
15 > Use PASSWORDS and AUTHORIZATIONS Functions 101-199.....CALL Innov.
16 > Substitution phrases.....Choose to view
17 > "Create Lists" searches: Pause every <n> records.....NOT SET

Key a number or
F > FORWARD                      R > RETURN to System Options menu
B > BACKWARD
Choose one (1-28,F,B,R)

```

```

Telnet Default
File Edit Options Send Receive Window Help

INNOPAC SYSTEM OPTIONS (OPAC options)
01 > Library name to display in upper right corner of screen.....SUIC
02 > Characters removed from beginning of user-typed search.....Choose to view
03 > Browse list: show field instead of normalized entry. For inChoose to view
04 > Browse list: show if "see also" reference is broader/narrower term....YES
05 > Browse list: maximum number of entries that can be sorted by yCALL Innov.
06 > Summary box: Use menu of attachments.....YES
07 > Summary box: Include Request in menu of attachments.....YES
08 > Summary box: Display menu line when external links exceed.....9
09 > Summary box: Define menu of attachments.....Choose to view
10 > PRINT command prints Full Record or Screen only.....FULL REC
11 > Wording of menu option to reverse order of display of items.....RECENT
12 > Sort records by Locations Served List.....YES
13 > Status message for checked out item.....DUE <date>
14 > Offer limit to AVAILABLE in submenu for Extended Volume/Copies.....YES
15 > Display order record in item record box.....UNTIL RECEIVED
16 > Requests: Journals: Ask for article title, etc.....YES
17 > Requests: Which item.....PATRON CHOOSES

Key a number or
F > FORWARD                      R > RETURN to System Options menu
B > BACKWARD
Choose one (1-37,F,B,R)

```

```

Telnet Default
File Edit Options Send Receive Window Help

INNOPAC SYSTEM OPTIONS (OPAC options)
18 > Requests: Pickup location.....ITEM LOCATION
19 > Requests: Patron eligibility determined by.....P TYPE
20 > Requests: Eligible patrons.....1-16
21 > Requests: Message for patrons denied access.....access denied
22 > Requests: Amount to charge.....NOT SET
23 > Requests: Message to agree to charge.....N/A
24 > Offer option to reverse author name on failed search.....MENU
25 > Service level for "V > Search another DB".....CALL Innov.
26 > Export option: Capture instruction.....NONE
27 > Fields exported in ProCite/End Note Refer format.....Choose to view
28 > Personal ID Num (PIN) in patron record.....YES
29 > Patron self-identification field.....P BARCODE
30 > Patron self-identification prompts & examples.....Choose to view
31 > Patron can view own record.....YES
32 > Patron can cancel own holds.....YES
33 > Patron can renew own items.....YES, if not overdue
34 > Bib record: Display relator codes in full text.....YES

Key a number or
F > FORWARD                      R > RETURN to System Options menu
B > BACKWARD
Choose one (1-37,F,B,R)

```

```

Telnet Default
File Edit Options Send Receive Window Help

INNOPAC SYSTEM OPTIONS (Circulation options)
01 > Check-out: Display fines if money owed exceeds.....$5.00
02 > Check-out: Limit due date to expiration date.....YES
03 > Check-out: Offer to list overdue items.....YES
04 > Check-out: What to do with bill of billed item.....ASK
05 > Check-out: Display patron address.....NO
06 > Check-out: Authorization required to view MORE of patron record.....NO
07 > Check-out: Warn if terminal idle in patron record.....OFF
08 > Check-out: Authorization required to override patron block.....YES
09 > Check-out: Authorization required to alter due date.....YES
10 > Check-out: Authorization required to set due date to overlap booking..N/A
11 > Check-out: Authorization required to search by index.....NO
12 > Check-out: Print date due slips.....NEVER
13 > Check-out: Format of date due slips.....N/A
14 > Check-out: Authorization required to override manual block.....YES
15 > Check-out: Display multiple patron messages?.....NO
16 > Authorization required to view checked out items for patron.....NO
17 > Number of lines between receipts for books.....0

Key a number or
F > FORWARD                      R > RETURN to System Options menu
B > BACKWARD
Choose one (1-85,F,B,R) █
  
```

```

Telnet Default
File Edit Options Send Receive Window Help

INNOPAC SYSTEM OPTIONS (Circulation options)
18 > Item types & locs for category A.....000,001,004,005,006,009;sbook,bound
19 > Item types & locs for category B.....002,003,023;smult
20 > Item types & locs for category C.....022;seasy
21 > Item types & locs for category D.....true;NONE
22 > Item-on-fly: Allowed & field to set.....ALLOWED/MESSAGE
23 > Patron-on-fly: Allowed & field to set.....NOT ALLOWED
24 > Item-on-fly: Code is.....f
25 > Patron-on-fly: Code is.....N/A
26 > Item-on-fly: Defaults for on-the-fly Bib records.....biblio
27 > Item-on-fly: Defaults for on-the-fly Item records.....tapei
28 > Patron-on-fly: Defaults for on-the-fly Patron records.....N/A
29 > Check-in: Suppress options (assume patron present no receipt).....NO
30 > Check-in: Authorization required to check in billed item.....NO
31 > Check-in: Authorization required to backdate check-ins.....YES
32 > Check-in: Store check-in time & last patron in item record.....YES
33 > Check-in: Check-in at wrong location.....ASK
34 > Check-in: Streamlined Check-in at wrong location.....N/A

Key a number or
F > FORWARD                      R > RETURN to System Options menu
B > BACKWARD
Choose one (1-85,F,B,R) █
  
```

```

Telnet Default
File Edit Options Send Receive Window Help

INNOPAC SYSTEM OPTIONS (Circulation options)
35 > Check-in of billed item. Reduce bill to:.....CANCEL
36 > Renewals: New due date is computed.....CALL Innov.
37 > Renewals: Allowed in check-out function.....N/A
38 > Renewals: Overdue items can be renewed?.....YES, PROMPT ONLY IF FINE
39 > Renewals: Check loanrule at time of renewal.....YES
40 > Renewals: Allow renewal by item barcode?.....YES
41 > Holds: Number of holds before minimum use used for due date.....1
42 > Holds: Number of holds before purchase alert.....10
43 > Holds: Additional patron fields to show in requests.....CALL Innov.
44 > Holds: Print hold cancel notice when cancelling hold.....ALLOWED
45 > Holds: Title level hold even if only one copy.....NO
46 > Holds: Display barcode of items on holdshelf.....YES
47 > Holds: Streamline multiple holds for 1 patron.....YES
48 > Holds: Give precedence to local holds.....NO
49 > Holds: Allow multiple title-level holds for one patron.....NO
50 > Recalls: Authorization required to alter due date of recall.....YES
51 > Recalls: Start charging fine increment after TIME RETURN RECALLCALL Innov.

Key a number or
F > FORWARD                      R > RETURN to System Options menu
B > BACKWARD
Choose one (1-85,F,B,R)

```

```

Telnet Default
File Edit Options Send Receive Window Help

INNOPAC SYSTEM OPTIONS (Circulation options)
52 > Recalls: Course reserves patron type for recalls.....CALL Innov.
53 > Fines/Bills: Authorization required to waive.....YES
54 > Fines/Bills: Authorization required to collect.....NO
55 > Fines/Bills: Library itself collects fines.....YES
56 > Fines/Bills: Charge fines for days closed.....NO
57 > Fines/Bills: Charge fines for hours library closed.....NO
58 > Fines/Bills: Minimum charge for fines notice to print.....$0.00
59 > Fines/Bills: text # for bill for lost book.....SUPPRESSED
60 > Fines/Bills: Number of items per Bill.....CALL Innov.
61 > Fines/Bills: text # for bill for charge adjustment.....CALL Innov.
62 > Notices: Width and Height of form.....80,60
63 > Notices: Where to print Library Address.....5,2;70,4
64 > Notices: Where to print Date.....51,2;20,1
65 > Notices: Where to print Patron Name & Address.....40,7;40,6
66 > Notices: Where to print Item Info.....Choose to view
67 > Fines/Bills: Where to print Bill Info.....3,31;74,12
68 > Notices: Where to print Message.....5,24;70,6

Key a number or
F > FORWARD                      R > RETURN to System Options menu
B > BACKWARD
Choose one (1-85,F,B,R)

```

```

Telnet Default
File Edit Options Send Receive Window Help

INNOPAC SYSTEM OPTIONS (Circulation options)
69 > Notices: Generate separate notice if text changes?.....SAME NOTICE
70 > Notices: Fields from patron record on notices..ABOVE NAME-NONE;BELOW-NONE
71 > Notices: Print recall fine.....NO
72 > Notices: Print text above patron name.....CALL Innov.
73 > Notices: Print pickup by date on pickup notices.....NO
74 > Notices: Print HOLD NOTE on hold pickup notices.....N/A
75 > Notices: E-mail notice information.circadm|circadm|Circulation Notices|z|
76 > Statements: Library address determined by.....1st LOC IN FILE
77 > Statements: Text #.....SUPPRESSED
78 > Pageslips: Text #.....SUPPRESSED
79 > Hold Cancel Notice: Not wanted after date past: Text #.....SUPPRESSED
80 > Manual Charge: Text #.....SUPPRESSED
81 > Reserves: Allow hold cancel in reserve list maintenance?.....NO
82 > Reserves: Store course reserve history in item record.....CALL Innov.
83 > New PATRON Record: Duplicate checking on fields:.....n,a,b,u,z
84 > Pageslips: Number of hours before page can be transferred.....0
85 > Display patron demerits and blocked until date.....CALL Innov.

Key a number or
F > FORWARD                      R > RETURN to System Options menu
B > BACKWARD
Choose one (1-85,F,B,R)

```

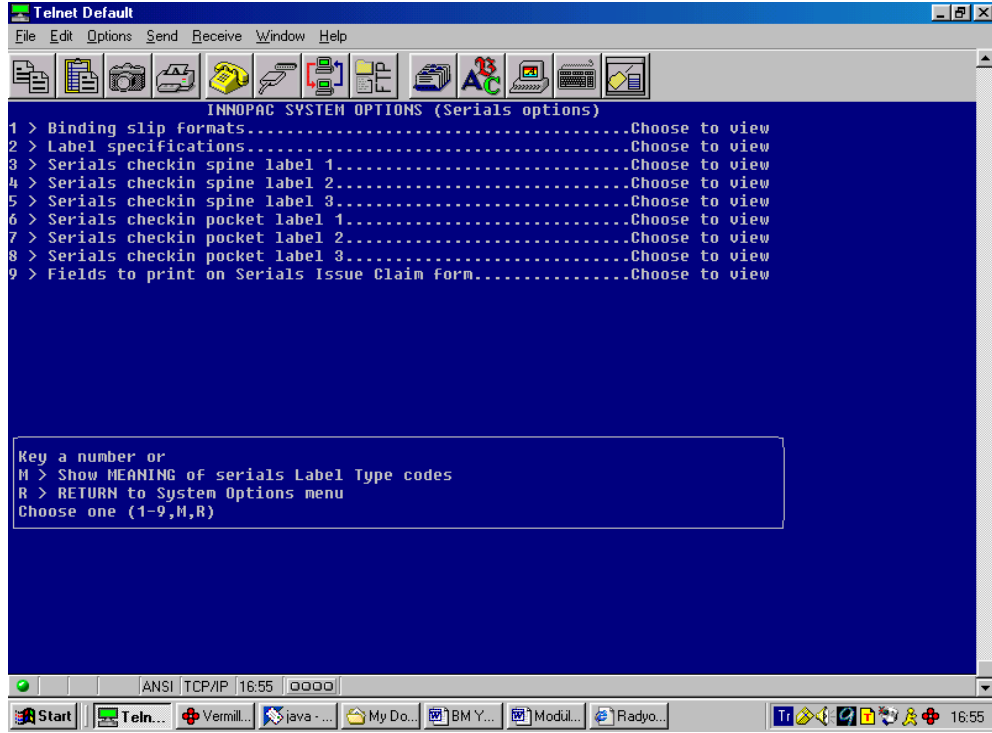
```

Telnet Default
File Edit Options Send Receive Window Help

INNOPAC SYSTEM OPTIONS (Acquisitions options)
01 > Warn if fund reaches what percent of budget.....80 %
02 > Discount Eprice: rate determined by vendor/fund.....VENDOR
03 > Library subject to sales tax.....YES
04 > Library subject to use tax.....NO
05 > Combine receiving and invoice entry.....YES
06 > Key both list price and net price on invoice.....YES
07 > Indicate in TLOC that P.O. requested.....YES
08 > Est price on P.O. is per copy or total all copies.....PER
09 > Divide funds into subfunds based on ORD type.....YES
10 > Fund Activity report shows YTD appro history.....YES
11 > Library uses foreign currencies.....YES
12 > Invoice total on invoice register in local and foreign currency.....YES
13 > Allow payments made before what date to be deleted.....12-99
14 > Allow edit of payment field in order record.....CALL Innov.
15 > POs printed on 80/132 column paper.....80
16 > Fields to print on Purchase Order form.....Choose to view
17 > Fields to print on Claim form.....Choose to view

Key a number or
F > FORWARD                      R > RETURN to System Options menu
B > BACKWARD
Choose one (1-23,F,B,R)

```



- **"Branch (Location) Codes"** seçeneği ile bilgi kaynaklarının ait olduğu koleksiyonlar tanımlanır.
- **"Fixed Length Codes"** seçeneği ile bibliyografik, sipariş kaydı, süreli yayın, otorite, kullanıcı, ders kayıtları ve kullanılabilir kayıt bilgisi kayıtları için kodlar tanımlanır.

Fixed Length Code'ların listesi aşağıdaki biçimdedir:

Örnek olarak seçilen "BIB LVL" için yapılan tanım sağ kolondadır. Tanımlı 37 adet kod için ihtiyaç duyulduğu biçimde tanımlar yapılmıştır.

FULL ACCESS FIXED LENGTH CODE DEFINITIONS

NAME

- 01 > BIB LVL
02 > a MONO COMP PT
03 > b MAT TYPE
04 > m MONOGRAPH
05 > p VIDEO RECORDIN
06 > r SOUND REC
07 > s SERIAL
08 > t SPOKEN TEXT
09 > 1 DVD
10 > 2 CDROM
11 > 3 VCD
12 > 4 CASSETTE
13 > 5 VIDEO

14 > 6 REPORTED
15 > 7 TRANSPARENCY
02 > SERIALS
03 > BCODE3
04 > PCODE1
05 > PCODE2
06 > ICODE2
07 > MBLOCK
08 > STATUS
09 > IMESSAGE
10 > PMESSAGE
11 > ACQ TYPE
12 > CLAIM
13 > CODE1
14 > CODE2
15 > CODE3
16 > CODE4
17 > FORM
18 > ORD NOTE
19 > ORD TYPE
20 > RACTION
21 > RLOC
22 > BLOC
23 > STATUS(O)
24 > TLOC
25 > LABEL TYPE
26 > SCODE1
27 > SCODE2
28 > OPACMSG
29 > ACODE1
30 > ACODE2
31 > ASUPPRESS
32 > CCODE1
33 > CCODE2
34 > CCODE3
35 > SCODE3
36 > SCODE4
37 > UPDCNT

- **"Numeric Codes"** seçeneği ile kullanıcı kayıt bilgisi, kullanılabilir kayıt bilgisi, koleksiyon geliştirme gibi istatistiki bilgilerin hazırlanmasına olanak sunan **"Group Call Number for Statistical Report"** seçeneklerinde tanımlar yapılır.

T > Patron TYPE

I > ITEM Type

P > PCODE3

G > GROUP call numbers for statistical reports

Q > QUIT

Choose one (T,I,P,G,Q)

T > Patron TYPE :

- 001 > FACULTY
- 002 > ASSISTANTS-RESEARCH/TEACHING
- 003 > ADMINISTRATIVE STAFF
- 004 > UNDERGRADUATE
- 005 > GRADUATE
- 006 > SPECIAL STUDENTS
- 007 > ALUMNI
- 008 > RETIRED
- 009 > EXTERNAL FACULTY MEMBER & GRADUA
- 010 > PRIVATE COMPANIES & INSTITUTIONS
- 011 > OUTSIDE USERS
- 012 > DONETOR & EXACUTIVE BOARD MEMBER
- 013 > ILL SABANCI
- 014 > ILL LOCAL
- 013>ILL INTERNATIONAL
- 016 > TFACULTY
- 017 > TSCLUB

I > ITEM Type

- 000 > BOOKS
- 001 > REF.MATERIALS
- 002 > MULTIMEDIA MATERIAL
- 003 > MULTIMEDIA NC
- 004 > PERIODICALS
- 005 > PERIODICALS NC
- 006 > OVERSIZE
- 007 > booking materials
- 008 > REZERVE 2HR.
- 009 > REZERVE 1D.
- 010 > REZERVE 3D.
- 011 > REZERVE 7D.
- 012 > ILL RECEIVED
- 013 > ILL SEND
- 014 > RARE MATERIALS
- 015 > ARCHIVE MATERIALS
- 016 > ELECTRONIC RESOURCES
- 017 > CDROM's
- 018 > WEB DATA
- 019 > DIGITILAZED RESOURCES
- 020 > SPECIAL COLLECTIONS
- 021 > reserve room
- 022 > easy readings
- 023 > Documentary
- 024 > Arch. Gazete Kupür
- 025 > Arch.Video
- 026 > Arch.VCD
- 027 > Arch.DVD
- 028 > Arch.ses kaseti
- 029 > Arch.Music CD
- 030 > Arch.Music DVD
- 031 > Arch.Poster
- 032 > Arch.Broşür
- 033 > Arch.Katalog
- 034 > Arch.Fotograf
- 035 > Arch.Albüm

036 > Arch.Slayt
037 > Arch.Davetiye
038 > Arch.Program
039 > relectr
040 > Arch.CD-ROM
041 > Y.lisanstezi
042 > Doktratezi
043 > Arch.Y.lisanstezi
044 > Arch.doktratez

- Ödünç Verme Kısmı'nın işletim parametreleri elkitabında tanımlandığı biçimde yapılır. Sistemde **kayıtlı "Ödünç Verme Parametreleri"** şunlardır

- **"Annual Calendar of Days Closed"**

Bilgi Merkezinin açık ve kapalı olduğu gün ve saat tanımları:
"Days Closed, Hours Open" alanından yapılır.

LOCATION DAY CLOSED

01 > ????? 01/01
02 > ????? 31/12
03 > ????? 29/10
04 > ????? 30/08
05 > sbook sun
06 > sbook sat
07 > ????? 19/05
08 > ????? 23/04
09 > smult sun
10 > smult sat
11 > seasy sun
12 > seasy sat
13 > stabl sun
14 > stabl sat
15 > bound sun
16 > bound sat
17 > sover sun
18 > sover sat
19 > ????? 22/02
20 > ????? 23/02
21 > ????? 24/02
22 > ????? 25/02
23 > ????? 21/02

LIBRARY HOURS

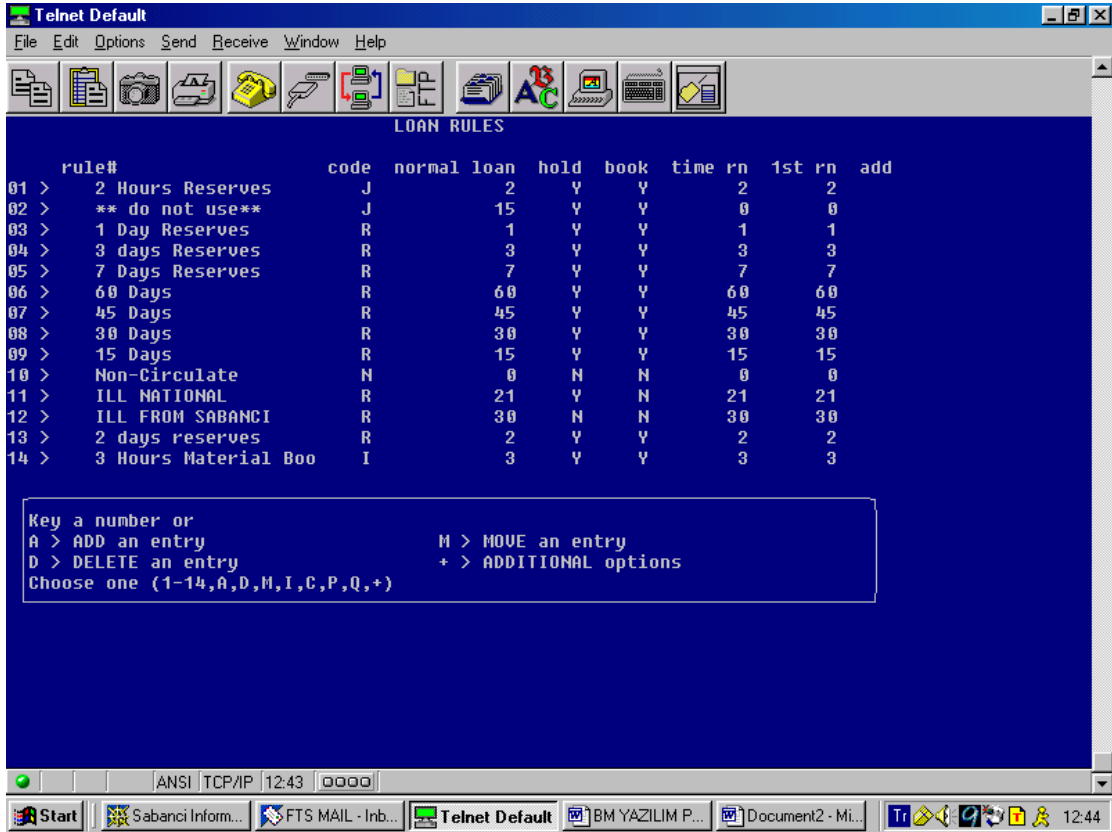
	LOCATION	DAY	OPEN_TIME	CLOSE_TIME
01 >	?????	mon	900	2400
02 >	?????	tue	900	2400
03 >	?????	wed	900	2400
04 >	?????	thu	900	2400
05 >	?????	fri	900	2000

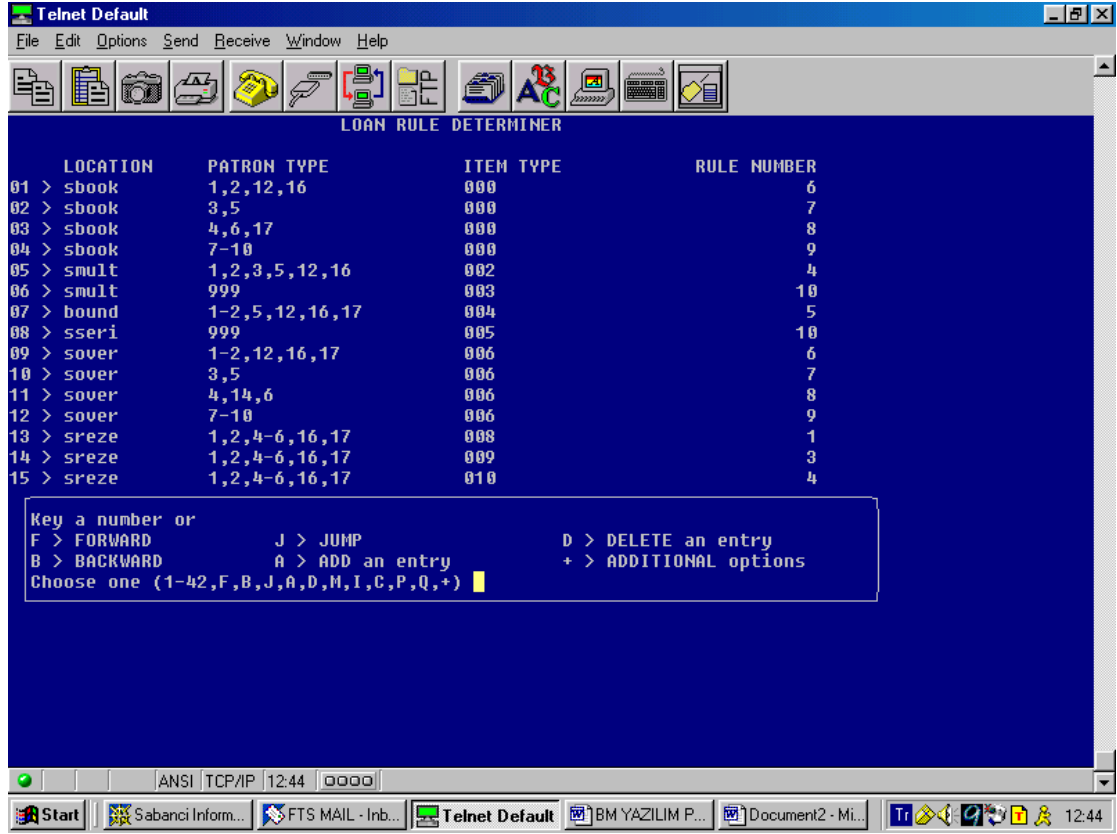
```

06 > smate mon 900 2200
07 > smate tue 900 2200
08 > smate wed 900 2200
09 > smate thu 900 2200
10 > smate fri 900 1930
11 > smate sat 900 1630
12 > smate sun 1400 2200
13 > sreze mon 900 2400
14 > sreze tue 900 2400
15 > sreze wed 900 2400
16 > sreze thu 900 2400
17 > sreze fri 900 2000
18 > sreze sat 900 1700
19 > sreze sun 1400 2400

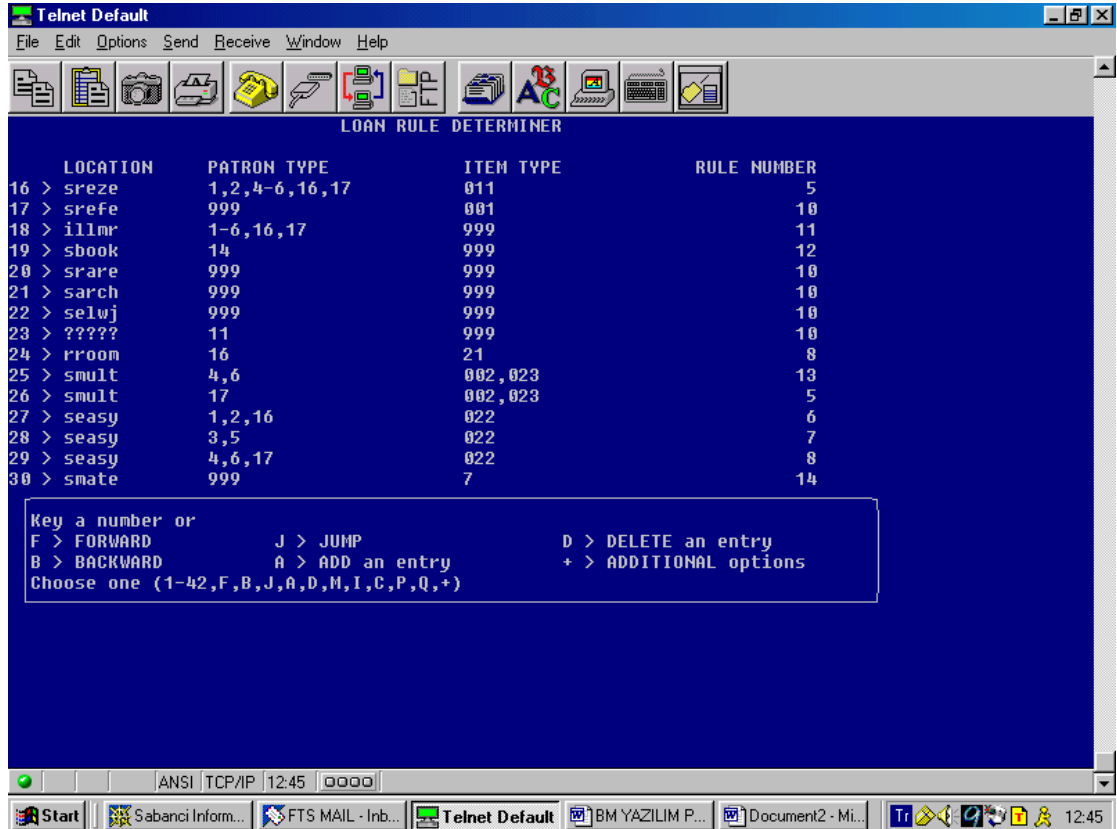
```

- Ödünç verme kuralları, geri çağırma, ceza miktarları, uyarı notlarının gitme zamanları gibi tanımlar, "Loan Rules" alanından yapılır.





- Ödünç verilen bir bilgi kaynağının, hangi kullanıcı türüne, ne kadar süre ile ödünç verilebileceğinin tanımı "**Rule Selection Table**" alanından yapılır.



LOCATION	PATRON TYPE	ITEM TYPE	RULE NUMBER
31 > smult	1,2,16	023	5
32 > smult	3,5	023	4
33 > stabl	1,2,12,16	000	6
34 > stabl	3,5	000	7
35 > stabl	4,6,17	000	8
36 > stabl	1,2,3,5,12,16	002	4
37 > stabl	4,6	002,023	13
38 > stabl	17	002,023	5
39 > stabl	1,2,16	023	5
40 > stabl	3,5	023	4
41 > sbook	14	999	12
42 > stabl	14	000	12

Key a number or
F > FORWARD J > JUMP D > DELETE an entry
B > BACKWARD A > ADD an entry + > ADDITIONAL options
Choose one (1-42,F,B,J,A,D,M,I,C,P,Q,+)

- Kullanıcının hangi koşullarda, kaydına blok konulacağı ile ilgili tanımlar "**Automatic Patron Blocks**" alanından yapılır.

Telnet Default

File Edit Options Send Receive Window Help

PATRON BLOCKS

	PAT	EXP	MAX	HL	MAX	MAX	MAX	MAX	MAX	MAX	MAX	H#	BLK
	TYPE	DATE	OWED	ODUE	ITEMS	HOLDS	ILL	ITEMA	ITEMB	ITEMC	ITEMD	ODP	DAY
01 >	1	y	\$2.00	3	36	10	25	30	3	3	-1	50	7
02 >	2	y	\$2.00	3	36	10	25	30	3	3	-1	0	0
03 >	3	y	\$2.00	3	11	10	5	5	3	3	-1	0	0
04 >	4	y	\$2.00	3	15	10	5	10	2	3	-1	0	0
05 >	5	y	\$2.00	3	26	10	5	20	3	3	-1	0	0
06 >	6	y	\$2.00	3	15	10	5	10	2	3	-1	0	0
07 >	7	y	\$2.00	3	2	10	0	2	-1	-1	-1	0	0
08 >	8	y	\$2.00	3	1	10	0	1	-1	-1	-1	0	0
09 >	9	y	\$2.00	3	2	10	0	2	-1	-1	-1	0	0
10 >	10	y	\$2.00	3	6	10	0	6	-1	-1	-1	0	0
11 >	12	y	\$2.00	0	1999	500	0	0	-1	-1	-1	0	0
12 >	14	N	\$9,999,999.0	3	10	0	10	10	-1	-1	-1	0	7
13 >	16	y	\$2.00	3	35	10	25	30	3	2	-1	50	7
14 >	17	y	\$2.00	3	15	10	5	10	2	3	-1	0	0

Key a number or
A > ADD an entry
D > DELETE an entry
Choose one (1-14,A,D,M,I,C,P,Q,+)

M > MOVE an entry
+ > ADDITIONAL options

Start Sabancı Inform... FTS MAIL - Inb... Telnet Default BM YAZILIM P... Document2 - Mi... 12:46

- Uyarı not mesaj bilgileri "Text of Circulation Notices" alanından yapılır.

TEXT OF CIRCULATION NOTICES

Notice Type

- 01 > 1st notice
- 02 > 2nd Notices
- 03 > 3rd Notices
- 04 > Hourly Reserve 1st N
- 05 > Hourly Reserve 2nd N
- 06 > Hourly Reserve 3rd N
- 07 > Daily Reserve 1st No
- 08 > Daily Reserve 2nd No
- 09 > Daily Reserve 3rd No
- 10 > 3Days Reserve 1st No
- 11 > 3Days Reserve 2nd No
- 12 > 3Days Reserve 3rd No
- 13 > 7Days Reserve 1st No
- 14 > 7Days Reserve 2nd No
- 15 > 7Days Reserve 3rd No
- 16 > Recall notice
- 17 > Hold Pickup Notice
- 18 > ILL Received Notice
- 19 > Bill/Fine Notice
- 20 > ILL/Document Pickup
- 21 > One Day Only Notice
- 22 > Hold Cancellation
- 23 > ILL Cancellation
- 24 > One day Hold Cancell

- Kataloglama işlemleri tamamlanan bilgi kaynağının rafa çıkma süresinin tanımı **"Time to Reshelve an Item"** alanından yapılır.

TIME TO SHELVES, BY LOCATION

LOCATION (N)HH:MM MESSAGE
1 > ????? 05:00 Recently returned
2 > ????? n72:00 Just arrived

- Yayın Sağlama Kısmı işletim parametreleri **"Ordering and Receiving Subsystem"** seçeneğinden **"Additional Ordering and Receiving Functions"** alanından elkitabında tanımlandığı biçimde yapılır.
 - **"Financial Functions"** alanından, **"Maintenance of Financial Files"**, **"Fund File Maintenance"**, **"Currency Conversion Table"** gibi ayarlar yapılır.
 - **"Additional Ordering and Receiving Function"** seçeneğinden, **"Vendor File Maintenance"** seçilir. **"Maintain Vendor Records"** ve **"Vendor SAN Records"** opsiyonları ile elektronik sipariş gönderilme ile ilgili ayarlar yapılır.

FUND MAINTENANCE

3

01 > CODE 001
02 > WARNING PERCENTAGE 80
03 > APPROPRIATION \$154,000.00
04 > EXPENDITURE \$5,807.60
05 > ENCUMBRANCE \$0.00
06 > SUBFUND \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$5,807.60
07 > FUND NAME Social Sciences
08 > EXTERNAL FUND 0
09 > CODE 1 -
10 > CODE 2 -
11 > CODE 3 -
12 > #ORDERS YTD 0
13 > #PAYMENTS YTD 78
14 > DISCOUNT % 0
15 > NOTE 1 3348 titles
16 > NOTE 2

FOREIGN CURRENCY CODE AND RATE

	CODE	RATE	DESCRIPTION	FORMAT
1 >	ca\$	1.6	Canadian \$.,2ca
2 >	ukp	1.4	UK Pound	.,2uk
3 >	eur	0.89	euro	.,2EU
4 >	tl	0.00072	TL	.,2\$

VENDOR SAN FILE

	VEND CODE	VEND SAN	LIB NAME	LIB SAN
1 >	buk	0012351	SABAN	2340909
2 >	bn	1697048	SABAN	2340909

VENDOR MAINTENANCE

2

01 > VENDOR CODE buk
02 > VENDOR NAME Blackwell UK
03 > ACCOUNT #
04 > ADDRESS 1 Blackwell UK
05 > ADDRESS 2
06 > CLAIM CYCLE -
07 > CODE 1 -
08 > CODE 2 -
09 > CODE 3 e
10 > ALTERNATIVE CODE
11 > TELEPHONE
12 > FAX #
13 > EMAIL ADDRESS
14 > NOTE 1
15 > NOTE 2 \$0064=0012351
16 > NOTE 3 \$EMAILukbisac@blackwell.com --electronic order set'I