



DEPARTMENT OF SCIENCE AND TECHNOLOGY
SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE
PHILIPPINE COUNCIL FOR AGRICULTURE, AQUATIC AND NATURAL RESOURCES
RESEARCH AND DEVELOPMENT

Science Library Integrated Management System (SLIMS)

USERS' MANUAL

PATRON MODULE

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Patron Module

INTRODUCTION

Patron Module is a web-based application for handling library patrons. This module will help the user manage their patrons. Patrons will be registered online to have their identification number and photo attachments for quick and easy identification. This module will discuss the main features and functionality of Patron Module.

I. Getting to the Patron Page (Front-End)

A. Logging-In

The user should have a registered account in OPAC to access the Patron page

1. Input the username.
2. Input the password.
3. Click the *Log In* button.

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PCAARRD eLibrary
The Republic of the Philippines
Philippine Council for Agriculture, Aquatic and Natural Resources Research and Development

Welcome to PCAARRD e-Library, a One-Stop-Shop 'Convergence Hub' for researchers, inventors, entrepreneurs, and technology users in the agriculture, aquatic, and natural resources sectors in the Philippines within every Juan's reach.

Quick Search :

Log In
to maximize your PCAARRD eLibrary experience

1

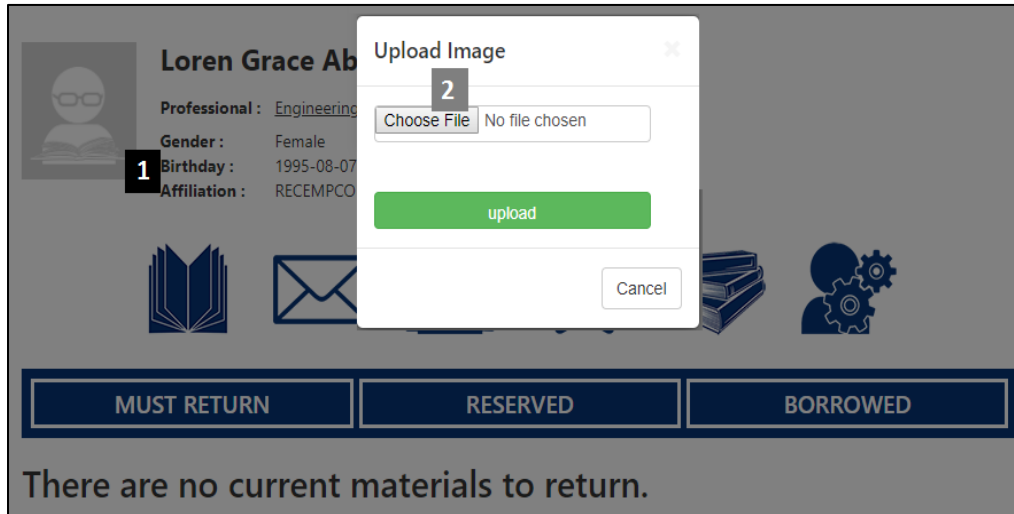
2

3

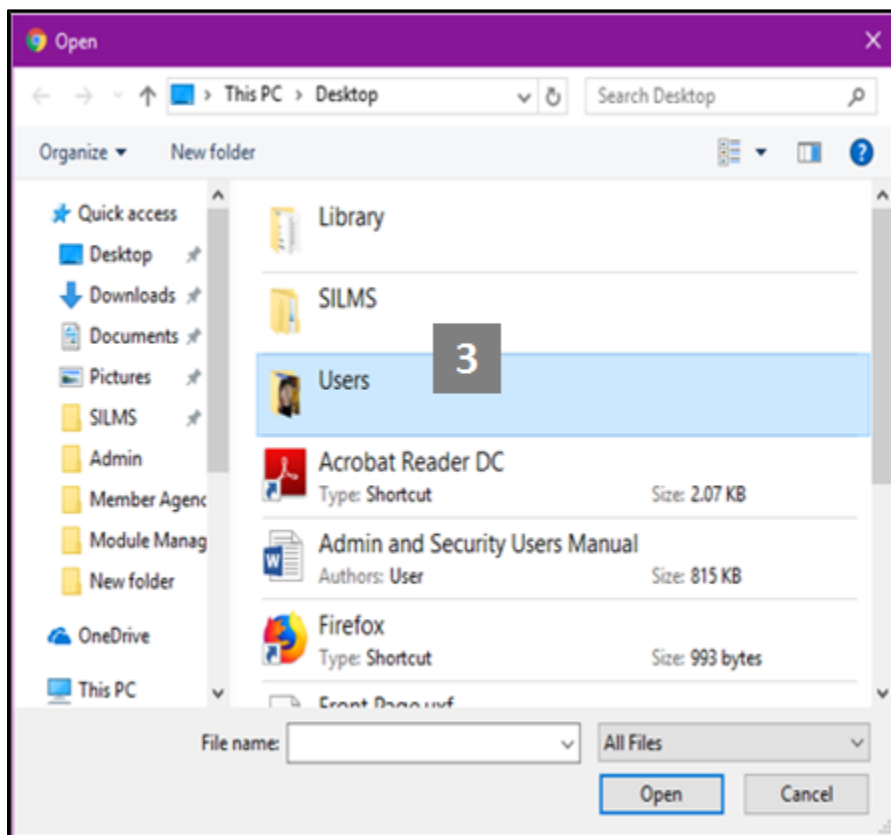
don't have an account yet?

II. Attach Photo

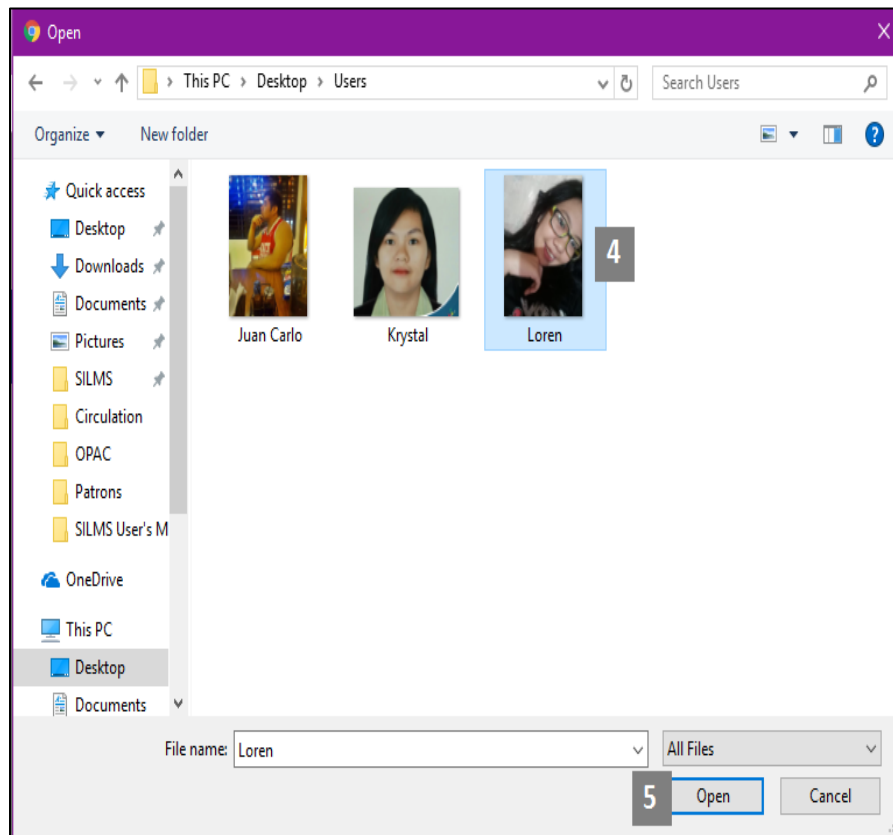
1. In the Patrons Profile, click the photo area.
2. Upload image form will show, then click the *Choose File* button.



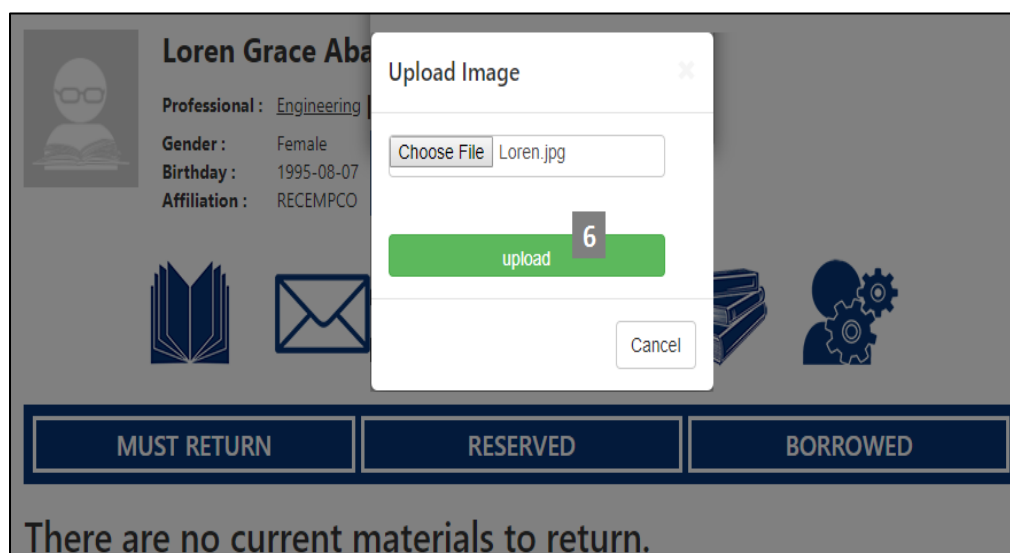
3. From the dialog box, find the location of the image file.




4. If the file location has been found, select the filename or image of the picture to be uploaded.
5. Click *Open* button.




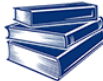




6. Click the *Upload* button.



The photo will be displayed on the profile once the user successfully uploaded the photo.



Loren Grace Aban (*lgaban@yahoo.com*)
Professional : [Engineering](#) **Electrical Engineering**
Gender : Female
Birthday : 1995-08-07
Affiliation : RECEMPCO




MUST RETURN

RESERVED

BORROWED

There are no current materials to return.

If the photo was not successfully uploaded, an error message will show



Error!

The image you are attempting to upload doesn't fit into the allowed dimensions.

Dimension: 1024 x 768
Allowed Types: JPG/PNG
Max Size: 2MB/2048KB


OK

III. Administering Messaging







This will let the user send a private message to any available librarian/s of the system.

A. Getting to the Message Page

Go to the profile, then click the *Message* section.



Loren Grace Aban (lgaban@yahoo.com)
Professional : [Engineering](#) **Electrical Engineer**
Gender : Female
Birthday : 1995-08-07
Affiliation : RECEMPCO



MESSAGES

Subject: Books regarding tilapia and other fishes

Good day! Sir .. what book about tilapia or other fishes, that you have can recommend?

Sent : 28 November 2018 : 11:17am

It depends on what are you looking for. but we have *Reproductive biology of the silver perch Leiopotherapon Plumbeus in Taal and Sampaloc Lakes South Luzon, Philippines* by Pastore Jones T. Denusta and *Seed production and growth performance of saline tolerant tilapia produced from complete diallele cross combinations of various tilapia species* by Elizabeth B. Urmaza. Both are good read.

Sent : 28 November 2018 : 11:38am

B. To Send Message

From the Librarians section, check who are the available librarians and click their chat box.

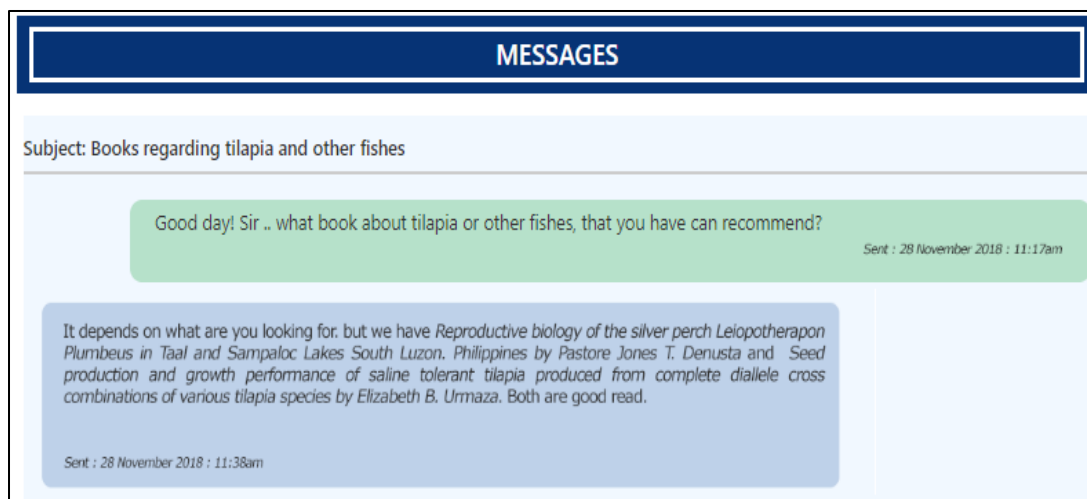
The screenshot shows the 'Librarians (2 Online)' section on the left. It lists four librarians: Head Librarian (Status: Available), Librarian 1 (Status: Offline), Librarian 2 (Status: Available, Hit me up!!), and Acquisition Librarian 1 (Status: Offline). Below this is a 'Cataloger 1' button. On the right, the profile of Loren Grace Aban (lgaban@yahoo.com) is displayed. Her professional title is 'Electrical Engineer'. Her gender is 'Female', birthday is '1995-08-07', and affiliation is 'RECEMPCO'. Below her profile are several icons, including an envelope icon which is highlighted with a red box. The 'MESSAGES' section shows a chat window with the subject 'Books regarding tilapia and other fishes'. The message history includes a green bubble from the user asking for book recommendations and a blue bubble from the librarian recommending two books: 'Reproductive biology of the silver perch Leipottherapon Plumbus in Taal and Sampaloc Lakes South Luzon, Philippines by Pastore Jones T. Denusta' and 'Seed production and growth performance of saline tolerant tilapia produced from complete diallele cross combinations of various tilapia species by Elizabeth B. Urmaza'.

Private Message form will show.

The screenshot shows the 'Private Message' form. It has a 'SentTo:' field and a 'Subject:' field. The 'Subject:' field is filled with 'Tilapia' and is marked with a '1'. Below the subject field is a rich text editor with a toolbar containing various icons for text formatting, alignment, and insertion. The text area contains the message 'Good Day! Sir .. what book about tilapia or other fishes, that you have can recommend?' and is marked with a '2'. At the bottom of the form is a green 'Send' button marked with a '3' and a 'Cancel' button.

1. Input the subject.
2. Input the message.
3. Once done, click *Send* button.

The message will be listed to the message section.

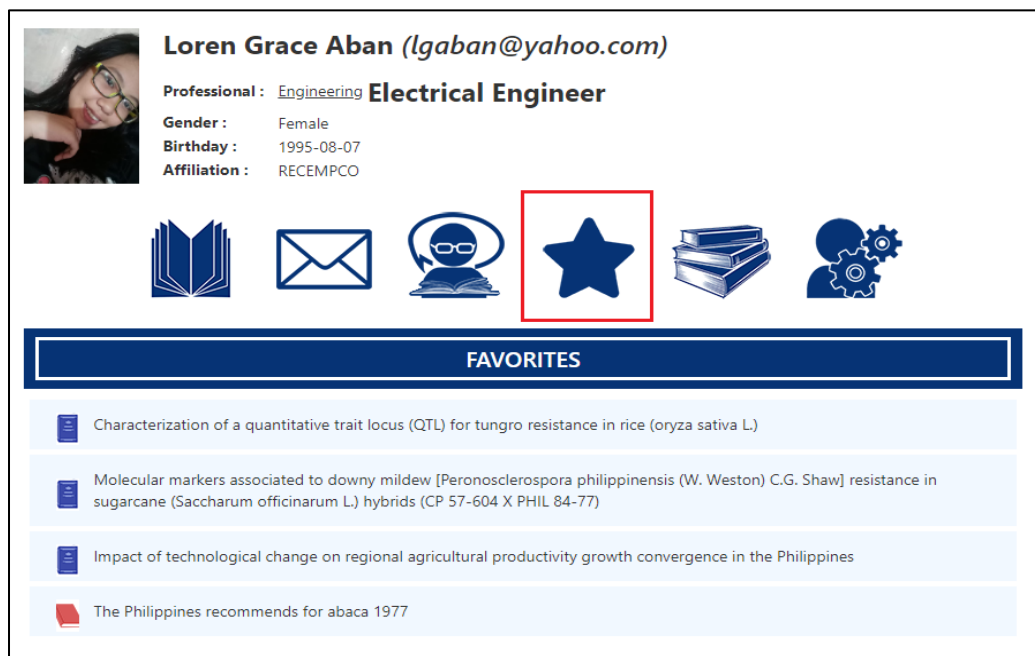


IV. Administering Favorites

This will let the user save their favorite material. So, if the user wants to reserved that certain material, they can easily find it in the favorites page.

A. Getting to the Favorites Page


Go to the profile, then click the *Favorites* section.



B. To add Favorites

In the OPAC search results click the record then the Catalog Details form will show.

Catalog Details



Title	The Philippines recommends for mango 1975
Material Type	Books
By	Philippine Council for Agriculture, Aquatic and Natural Resources Research and Development (PCAARRD)
Call Number	Fil(B) S539 P45r 1975 M
Publisher	Philippine Council for Agriculture, Aquatic and Natural Resources Research and Development (PCAARRD), 1975
Physical Description	with colored photos
Contents	1. Introduction -- 2. Cultivars -- 3. Soil and Climatic Requirements -- 4. Propagation -- 5. Planting -- 6. Irrigation -- 7. Fertilization -- 8. Flowe
Physical Extension	79 leaves
Bibliographic Note	Includes bibliographical references
Catalog Source	PCAARRD-DOST

Rate this material ★★★★★

COPY/ IES

Circulation Number	Accession Number	Location	Status
PCAARRD-FB-00003	18-0001410		IN

Add to Stack
Inquire
Attachment
Abstract
Close

In the upper right side of the Catalog Details form, click the *Star* button then that material will be added to the favorites page. Once done, click the Close button.

FAVORITES


- Characterization of a quantitative trait locus (QTL) for tungro resistance in rice (*Oryza sativa* L.)
- Molecular markers associated to downy mildew [*Peronosclerospora philippinensis* (W. Weston) C.G. Shaw] resistance in sugarcane (*Saccharum officinarum* L.) hybrids (CP 57-604 X PHIL 84-77)
- Impact of technological change on regional agricultural productivity growth convergence in the Philippines
- The Philippines recommends for mango 1975**
- The Philippines recommends for abaca 1977

The user will see that their added favorites record was already in favorites list.





V. Administering Inquiries

This will let the user view their inquiries, either general inquiry(ies) or material inquiry(ies).

A. Getting to the Inquiry Page



Loren Grace Aban (*lgaban@yahoo.com*)
Professional : Engineering **Electrical Engineer**
Gender : Female
Birthday : 1995-08-07
Affiliation : RECEMPCO




GENERAL INQUIRY / IES		MATERIAL INQUIRY / IES	
Agriscience		Apr 29th, 2019	
Principles of Agriculture, Food and Natural Resour		Apr 29th, 2019	
Theses		Apr 29th, 2019	







Note: The user can inquire to the Ask a librarian Page.

VI. Administering Update Profile Page

This will let the user update their profile either their personal or account details.



Loren Grace Aban (*lgaban@yahoo.com*)
Professional : Engineering **Electrical Engineer**
Gender : Female
Birthday : 1995-08-07
Affiliation : RECEMPCO



EDIT PROFILE

Personal Details

Full Name:

Birthdate:

Email:

Location:

Contact No.:

Affiliation:

Account Details

Username:

Password:

Repeat password:

Recovery Question

Recovery Answer

To Edit Profile

In personal Details Form

1. Input the Full Name.
2. Input the e-mail.
3. Input the contact no.
4. Input the birthdate.
5. Input the location.
6. Input the affiliation.
7. Once done, click the *Update Info* button.

Note: The user does not have to change all their information.

The screenshot shows the 'Personal Details' form. It contains several input fields: 'Full Name' (with value 'Loren Grace Aban'), 'Birthdate' (with value '07/08/1995'), 'Email' (with value 'lgaban@yahoo.com'), 'Location' (with value 'Uncataloged records are records that will be coming from :'), 'Contact No.' (with value '09352477875'), and 'Affiliation' (with value 'RECEMPCO'). At the bottom left is a blue 'Update Info' button. Numbered callouts 1 through 7 point to each of these fields and the button respectively.

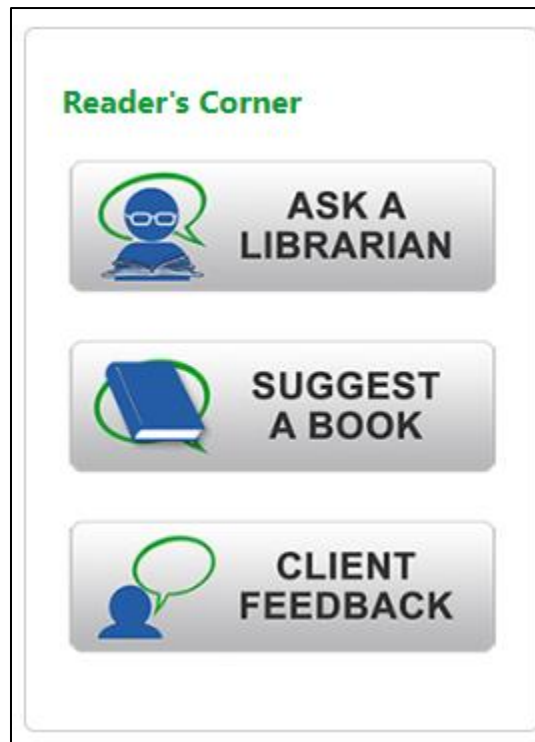
In Account Details Form

1. Input the password.
 2. Re-type the password.
 3. Once done, click the *Change Password* button.
-
1. Select the recovery question.
 2. Input the recovery Answer
 3. Once done, click *Update Recovery* button

The screenshot shows the 'Account Details' form. It has two main sections. The first section for password change includes 'Username' (with value 'Loren'), 'Password' (with a green checkmark), 'Repeat password' (with a green checkmark), and a blue 'Change Password' button. The second section for recovery includes 'Recovery Question' (with value 'What Is your favorite book?'), 'Recovery Answer' (with value 'Fairy Tale'), and a blue 'Update Recovery' button. Numbered callouts 1, 2, and 3 point to the password field, the repeat password field, and the 'Change Password' button respectively. Another set of callouts 1, 2, and 3 point to the 'Recovery Question' field, the 'Recovery Answer' field, and the 'Update Recovery' button respectively. To the right, a dropdown menu is shown with the selected question 'What Is your favorite book?' and a list of other questions including 'What is the name of the road you grew up on?', 'What is your mother's maiden name?', 'What was the name of your first/current/favorite pet?', 'What was the first company that you worked for?', 'Where did you meet your spouse?', 'Where did you go to high school/college?', 'What is your favorite food?', 'What city were you born in?', 'Where is your favorite place to vacation?', and 'Custom Question'.

VII. Administering Reader's Corner

This will let the user ask a question to the librarian, suggest any book and give rating and feedback to the system.





A. Administering Ask a librarian Page (Front- End)


In this module the user can ask any question to the available librarians.

Click the *Ask a Librarian* button. The recent inquires and pinned post of the authorized librarians will show.

Reader's Corner








Recent Inquiries


Ask a Librarian



Gold
By: Samantha Lopez
Apr 29th, 2019

How to find a record for Gold?


0 Comment/s



Milk fish
By: Krystal Mae S. Degala
Apr 29th, 2019

What is available records for milk fish?


0 Comment/s



Water
By: Eunice Anne Pascua
Apr 29th, 2019

Is there any available records about water?


0 Comment/s



Water
By: Eunice Anne Pascua
Apr 29th, 2019

Is there any available records about water?


0 Comment/s



By: Jayan Claire Tolosa
Apr 29th, 2019

When can i go to the library


0 Comment/s



Theses
By: Loren Grace Aban
Apr 29th, 2019

Do you have an available records for system development?


0 Comment/s



News
By: Krystal Mae S. Degala
Apr 29th, 2019

What is your latest acquired materials?

0 Comment/s



Tilapia
By: Queeny Mascardo
Apr 29th, 2019

Do you have an article about the tilapia?

0 Comment/s

Prev 1 2 3 4 5 Next

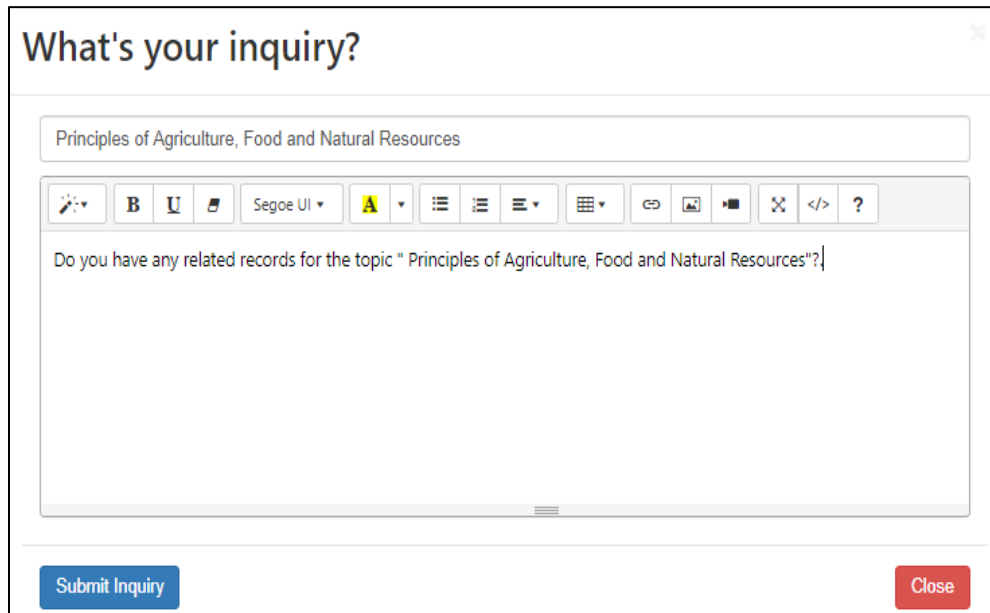
Pinned Post!

Gold
Milk Fish (Milk fish)
Where
News
Tilapia
Theses
Water

To ask a librarian

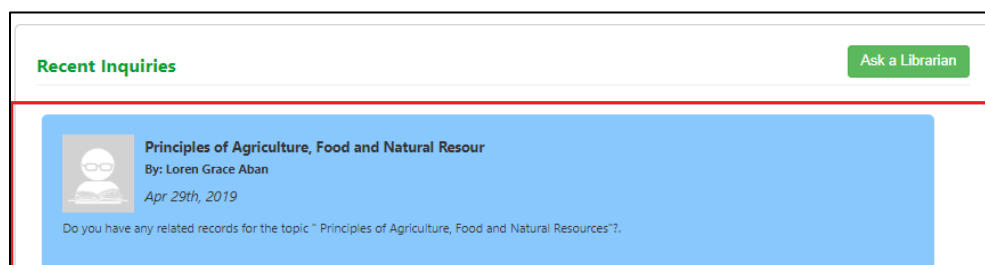
From the reader's corner click the *Ask a Librarian* button.

The recent inquiries will be shown, on the right side, click the *Ask a Librarian* button to display the *Ask A Librarian* form.



The screenshot shows a web form titled "What's your inquiry?". At the top, there is a text input field containing "Principles of Agriculture, Food and Natural Resources". Below this is a rich text editor toolbar with icons for bold, italic, underline, text color, background color, bulleted list, numbered list, decrease indent, increase indent, link, unlink, insert image, insert video, source code, and help. The text area of the editor contains the question: "Do you have any related records for the topic " Principles of Agriculture, Food and Natural Resources"?". At the bottom of the form, there are two buttons: a blue "Submit Inquiry" button on the left and a red "Close" button on the right.

After the Ask a Librarian form was shown, the user can input the subject and their question on the textbox. Once done, click the *Submit* button or if they do not want to continue just click the *Close* button.



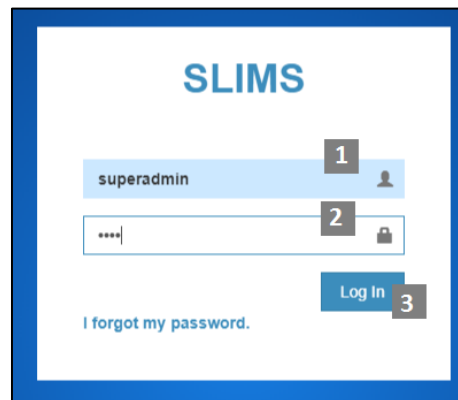
The screenshot shows a section titled "Recent Inquiries" with a green "Ask a Librarian" button in the top right corner. Below the title, there is a list of inquiries. The first inquiry is highlighted with a blue background and contains the following information: a user profile icon, the title "Principles of Agriculture, Food and Natural Resour", the author "By: Loren Grace Aban", the date "Apr 29th, 2019", and the question "Do you have any related records for the topic " Principles of Agriculture, Food and Natural Resources"?".

After clicking the *Submit* button, their question will be added to the recent inquiries and will be displayed on top.

B. Administering Ask a librarian Page (Back-End)

To Access the Ask a Librarian (Back-End), the user should have an authorized account created by a Level 1 User.

1. Input the username.
2. Input the password.
3. Click *Log In* button.



In the main menu, click the *Content Management* Link then there will be two subsection that will be shown. Choose and click the *Reader's Corner* module.



Readers Corner Management Page will be shown and it consist of general inquiry list and pinned posts.

In general inquiry list, this are the questions of all the users.

In the pinned posts, this are the questions that the librarians selected and post.

Reader's Corner Management

General Inquiry ListPinned Posts

General Inquiry List

Show 10 entries

Search:

Reference No.	Subject	Inquired By	Date of Inquiry	Status
AAL-75	Agriscience	Loren	2019-04-29 14:19:49	Details
AAL-74	Principles of Agriculture, Food and Natural Resour	Loren	2019-04-29 14:18:24	Details
AAL-73	Gold	Samantha	2019-04-29 11:14:11	Details
AAL-72	Milk fish	maymay	2019-04-29 11:11:29	Details
AAL-71	Water	Eunice	2019-04-29 10:57:36	Details
AAL-70		Jayan	2019-04-29 10:56:52	Details
AAL-69	Theses	Loren	2019-04-29 10:56:10	Details
AAL-68	News	krystal	2019-04-29 10:55:04	Details
AAL-67	Tilapia	YourAwesomeness	2019-04-29 10:53:31	Details
AAL-66	Yo	kweeknee	2019-04-12 15:25:39	Details

Showing 1 to 10 of 23 entries

Previous123Next

To pin a post to the front end of Ask a Librarian page

In general inquiry list, the user should

Reader's Corner Management

General Inquiry List

Pinned Posts

General Inquiry List

Show 10 entries

Search:

Reference No.	Subject	Inquired By	Date of Inquiry	Status
AAL-75	Agriscience	Loren	2019-04-29 14:19:49	<div>Details1</div>
AAL-74	Principles of Agriculture, Food and Natural Resour	Loren	2019-04-29 14:18:24	<div>Details</div>
AAL-73	Gold	Samantha	2019-04-29 11:14:11	<div>Details</div>
AAL-72	Milk fish	maymay	2019-04-29 11:11:29	<div>Details</div>
AAL-71	Water	Eunice	2019-04-29 10:57:36	<div>Details</div>
AAL-70		Jayan	2019-04-29 10:56:52	<div>Details</div>
AAL-69	Theses	Loren	2019-04-29 10:56:10	<div>Details</div>
AAL-68	News	krystal	2019-04-29 10:55:04	<div>Details</div>
AAL-67	Tilapia	YourAwesomeness	2019-04-29 10:53:31	<div>Details</div>
AAL-66	Yo	kweeknee	2019-04-12 15:25:39	<div>Details</div>

Showing 1 to 10 of 23 entries

Previous

1

2

3

Next

Subject: Agriscience

Inquired By: Loren Grace Aban

Date of Inquiry: Apr 29th, 2019

Can I have any records of related to Agriscience?

2

Pin Post

1. Choose and select any inquiry in the list, then click the *Details* button.

2. Click the *Pin Post* button.
3. Input the title for pinned post and click the *Set* button.

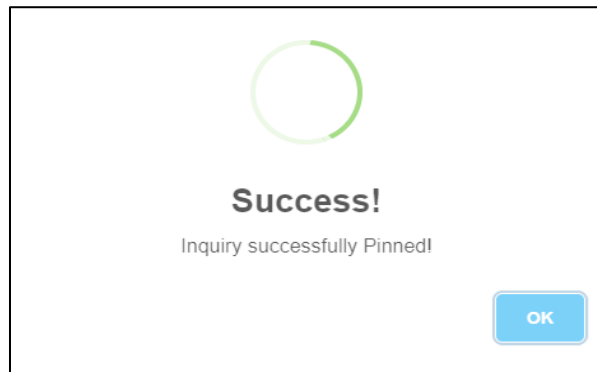
Title for the pinned post:

Agriscience

3

Set

If the post has been successfully pinned, a confirmation message will appear.



The Pinned posts will appear on the pinned list. Then it will appear on the pinned posts section of the Ask a Librarian page in the OPAC (front end).

Reader's Corner Management

General Inquiry List

Pinned Posts

General Inquiry List

Show10▼entries

Search:

Reference No.	Subject	Inquired By	Date of Inquiry	Status
AAL-75	Agriscience	Loren	2019-04-29 14:19:49	Details
AAL-74	Principles of Agriculture, Food and Natural Resour	Loren	2019-04-29 14:18:24	Details
AAL-73	Gold	Samantha	2019-04-29 11:14:11	Details
AAL-72	Milk fish	maymay	2019-04-29 11:11:29	Details
AAL-71	Water	Eunice	2019-04-29 10:57:36	Details
AAL-70		Jayan	2019-04-29 10:56:52	Details
AAL-69	Theses	Loren	2019-04-29 10:56:10	Details
AAL-68	News	krystal	2019-04-29 10:55:04	Details
AAL-67	Tilapia	YourAwesomeness	2019-04-29 10:53:31	Details
AAL-66	Yo	kweeknee	2019-04-12 15:25:39	Details

Showing 1 to 10 of 23 entries

Previous

1

2

3

Next

To

The user can unpin the post on the general inquiry list or pin the post list.

Reader's Corner Management

General Inquiry List
Pinned Posts

Pinned Posts

Search:

Subject: Agriscience
Inquired By: Loren Grace Aban
Date of Inquiry: Apr 29th, 2019

Unpin Post
2

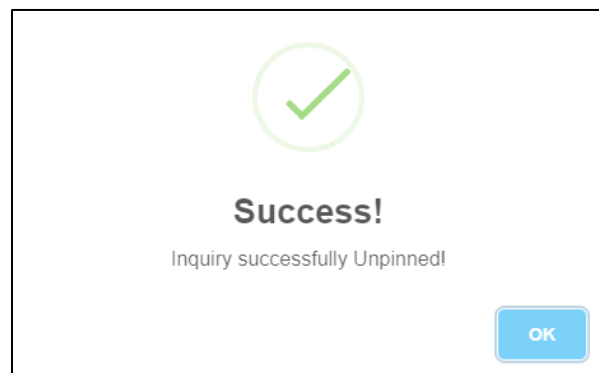
Reference No.	Subject	Inquired By	Date pinned	status
AAL-75	Agriscience	Loren Grace Aban	2019-04-29 18:39:26	Details 1
AAL-73	Gold	Samantha Lopez	2019-04-29 11:14:24	Details
AAL-72	Milk fish	Krystal Mae S. Degala	2019-04-29 11:11:53	Details
AAL-71	Water	Eunice Anne Pascua	2019-04-29 10:59:01	Details
AAL-71	Water	Eunice Anne Pascua	2019-04-29 10:59:01	Details
AAL-70		Jayan Claire Tolosa	2019-04-29 11:01:27	Details
AAL-70		Jayan Claire Tolosa	2019-04-29 11:01:27	Details
AAL-69	Theses	Loren Grace Aban	2019-04-29 10:59:11	Details
AAL-68	News	Krystal Mae S. Degala	2019-04-29 11:00:21	Details
AAL-67	Tilapia	Queeny Mascardo	2019-04-29 11:00:10	Details

Can I have any records of related to Agriscience?

Showing 1 to 10 of 10 entries

1. On the Pinned Post List, choose the post and click the *Details* button
2. Click the Unpin Post button.

If the post has been successfully unpinned, a confirmation message will appear.



C. Administering Suggest a Book Page (Front-End)

From the reader's corner, click the *Suggest a Book* button.
The available material and top suggested materials will show.

Reader's Corner

Suggested Material

inciples of Agriculture, Food and Natural Resource
By: Queeny Mascardo
Did you know that the world's population could be as high as 11 billion people by the year 2050? And certainly, as our population is growing, so too are our food needs. Even today, millions of people around the world experience hunger. How can we balance
Posted Date: Apr 29th, 2019 | 1 UpVote

The Health Benefits of Food
By: Samantha Lopez
You know that certain foods can help you lose weight and lower your risk for disease — but do you know why? Discover your path to better health and nutrition — read why certain nutrients, vitamins, and minerals naturally found in food can improve your hea
Posted Date: Apr 29th, 2019 | 1 UpVote

What are the concerns about tilapia farming?
By: Loren Grace Alan
Raising tilapia in cramped conditions can lead to disease and overcrowding. Tilapia eat algae but can survive on a variety of foods. A good-quality diet and a clean, spacious environment will generally produce a healthier fish.
Posted Date: Apr 29th, 2019 | 0 UpVote

1 2 Next

Now Available!

Title	Date Available
Potions	Mar 26, 2019

Top rated suggested materials

Title	Upvotes
Agricultural Nitrogen use and its Environmental Im	2
The Health Benefits of Food	1
inciples of Agriculture, Food and Natural Resourc	1
inciples of Agriculture, Food and Natural Resourc	0
What are the concerns about tilapia farming?	0

To suggest a material

In the suggested material list, click the "+" button. The *Suggest A Material Form* will show.

Suggest A Material (Book, Journal, etc.)

Subject Area

Agriculture

Title

Author

Publisher

What is the material about?

SUBMIT

Cancel

Suggest A Material (Book, Journal, etc.)

Subject Area


Agriculture


Title


Agriculture

Anthropology

1. Select the subject.
2. Input the title.
3. Input the author.
4. Input the publisher.
5. Input information about that material.
6. Once done, click the *Submit* button.

Suggested Material 

**Contributions to the taxonomy and biology of Formi**
By: Loren Grace Aban
Taxonomy is the science of naming, describing and classifying organisms and includes all plants, animals and microorganisms of the world. Using morphological, behavioral, genetic and biochemical observations, taxonomists identify, describe and arrange spe
Posted Date: Apr 29th, 2019 | 0 UpVote

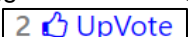
**inciples of Agriculture, Food and Natural Resourc**
By: Queeny Mascardo
Did you know that the world's population could be as high as 11 billion people by the year 2050? And certainly, as our

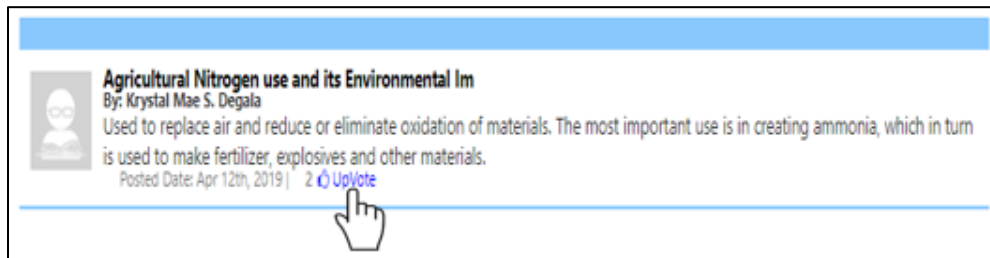
After clicking the *Submit* button, their suggested material will be added to the recent suggested material list.

Existing Suggested Material

If the material that the user suggests is existing, then that material will appear on the top-rated suggested materials section and they will see how many users vote for that certain material.

Top rated suggested materials	
Title	Upvotes
Agricultural Nitrogen use and its Environmental Im	2
The Health Benefits of Food	1
inciples of Agriculture, Food and Natural Resourc	1
Agricultural Nitrogen use and its Environmental Im	0
What are the concerns about tilapia farming?	0

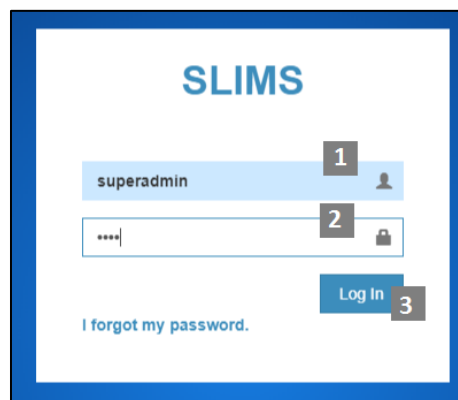
In order to vote to a certain suggested material, in the suggested material list, select that existing material and click the  button.



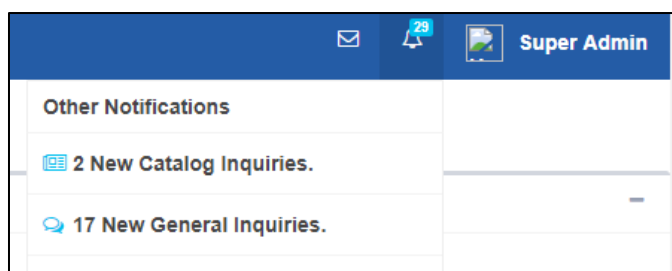
D. Administering Suggest a Book Page (Back-End)

To Access the Suggest a Book (Back-End) the user should have an authorized account created by a Level 1 User.

1. Input the username.
2. Input the password.
3. Click *Log In* button.



On the upper right side of the system, click the notification. Select and click the *Material Suggestions* link.



All the suggested materials list will show.

Notifications Management

10
Suggestions
View All

17
General Inquiry/ies
View All

2
Catalog Inquiry/ies
View All

Monitoring Index

Show 10 entries Search:

Type	Subject / Title	
Suggestion	What are the concerns about tilapia farming?	<button>Lookup</button> <button>Un-Monitor</button>

Showing 1 to 1 of 1 entries

Previous 1 Next

Suggest a Material

Agricultural Nitrogen use and its Environmental Im Loren Grace Aban 2019-04-29	<button>Monitor</button>
Contributions to the taxonomy and biology of Formi Loren Grace Aban 2019-04-29	<button>Monitor</button>
rinciples of Agriculture, Food and Natural Resourc Queeny Mascardo 2019-04-29	<button>Monitor</button>
rinciples of Agriculture, Food and Natural Resourc Queeny Mascardo 2019-04-29	<button>Monitor</button>
rinciples of Agriculture, Food and Natural Resourc Queeny Mascardo 2019-04-29	<button>Monitor</button>
rinciples of Agriculture, Food and Natural Resourc Queeny Mascardo 2019-04-29	<button>Monitor</button>
rinciples of Agriculture, Food and Natural Resourc Queeny Mascardo 2019-04-29	<button>Monitor</button>
The Health Benefits of Food Samantha Lopez 2019-04-29	<button>Monitor</button>
Agricultural Nitrogen use and its Environmental Im	<button>Monitor</button>

To monitor a suggested material

The Suggested Material that was already monitored will be added to the monitoring index so that the librarian/s can anytime set the availability of tat material.

1. From the suggested material list select any suggested material and click the *Monitor* button.
2. That certain suggested material will be listed to monitoring index list.

Notifications Management

8
Suggestions
View All

17
General Inquiry/ies
View All

2
Catalog Inquiry/ies
View All

Monitoring Index

Show 10 entries

Type	Subject / Title	
Suggestion	The Health Benefits of Food	2
Suggestion	Agricultural Nitrogen use and its Environmental Im	
Suggestion	What are the concerns about tilapia farming?	

Showing 1 to 3 of 3 entries

Search:

Lookup Un-Monitor

Lookup Un-Monitor

Lookup Un-Monitor

Previous 1 Next

Suggest a Material

inciples of Agriculture, Food and Natural Resourc Queeny Mascardo 2019-04-29	Monitor
inciples of Agriculture, Food and Natural Resourc Queeny Mascardo 2019-04-29	Monitor
inciples of Agriculture, Food and Natural Resourc Queeny Mascardo 2019-04-29	Monitor
inciples of Agriculture, Food and Natural Resourc Queeny Mascardo 2019-04-29	Monitor
inciples of Agriculture, Food and Natural Resourc Queeny Mascardo 2019-04-29	Monitor
The Health Benefits of Food Samantha Lopez 2019-04-29	Monitor 1
Agricultural Nitrogen use and its Environmental Im Krystal Mae S. Degala 2019-04-12	Monitor
ighkfgkhjghjgh Grae Buenaventura 2019-04-08	Monitor

To unmonitored a suggested material

1. Select any suggested material. Click the *Un-Monitor* button.

Notifications Management

7
Suggestions
View All

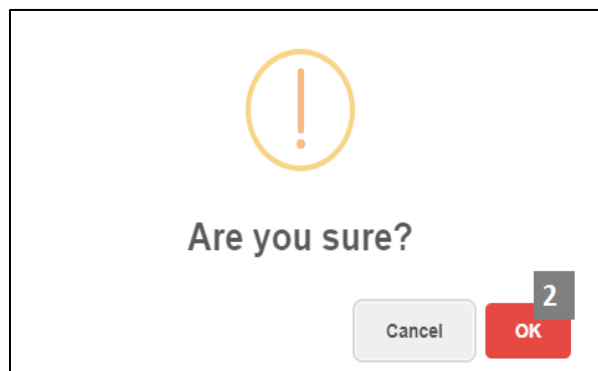
17
General Inquiry/ies
View All

2
Catalog Inquiry/ies
View All

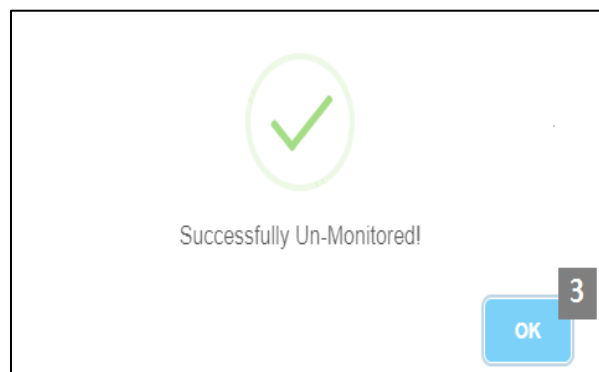
Monitoring Index

Suggest a Material

2. The system will ask the user to confirm the activity.



3. If the post has been successfully un-monitored, a confirmation message will appear.



To set the suggested material as an available material

1. From the monitoring index list. Select any suggested material and click the *Lookup* button



2. Suggested Details Form will show. Click the *Set as Available* button.

Suggestion Details

Suggested By: Samantha Lopez

Subject Area	Food S&T
Title	The Health Benefits of Food
Author	Butch Gunio
Publisher	IK International
About	You know that certain foods can help you lose weight and lower your risk for disease — but do you know why? Discover your path to better health and nutrition — read why certain nutrients, vitamins, and minerals naturally found in food can improve your hea

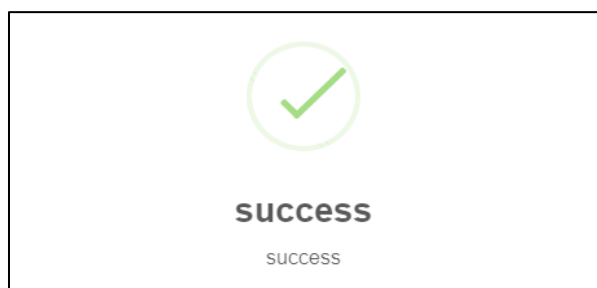
UpVotes: 1

Set as Available

2

Close

3. If it was successfully set as an available material, click the *Ok* button.



On the “Now Available” section in the right side of the user, they see the material in the Now available list.

1. Client Feed Back

From the reader's corner click the *Client Feedback* button.
Client Feedback Page will show.

The screenshot shows the 'Client Feedback' form. On the left, under 'Reader's Corner', there are three buttons: 'ASK A LIBRARIAN', 'SUGGEST A BOOK', and 'CLIENT FEEDBACK' (which is highlighted with a red box). The main form area is titled 'Client Feedback' and contains a blue message box: 'Thank you for taking a moment to give us a feedback! We appreciate it and want to improve based on your input. Please complete the following form and help us improve.' Below this, there are four rows of star ratings: 'Content', 'usefulness / Significance', 'Overall layout / Design', and 'Response and delivery time (Quick and on time)'. Each row has five stars. Below the ratings is a text area for 'Comments and/or Suggestions (Optional)'. At the bottom, there is an 'Overall Rating' section with five emoticons (angry, sad, neutral, happy, very happy) and a 'Submit' button. A 'Feedback' button is located at the bottom right of the form.

Note: If the user is in the other module, they can click the “*Feedback*” button found at the right side below of every page of the OPAC.

To rate

1. Point the cursor to the Stars icon.
2. The user may input any comments or suggestions (optional).
3. Select the overall ratings which are represented by emoticons.
4. Once done, click the *Submit* button.

This screenshot shows the 'Client Feedback' form with a mouse cursor hovering over the first star of the 'Content' rating. The 'Content' row shows five stars, with the first one highlighted. The 'usefulness / Significance' row shows five stars, with the first one highlighted and a small '1' next to it. The 'Overall Rating' section shows five emoticons, with the first one (angry) highlighted. The 'Submit' button is visible at the bottom left of the form.

After clicking the *Submit* button. There will be a notification that will show

