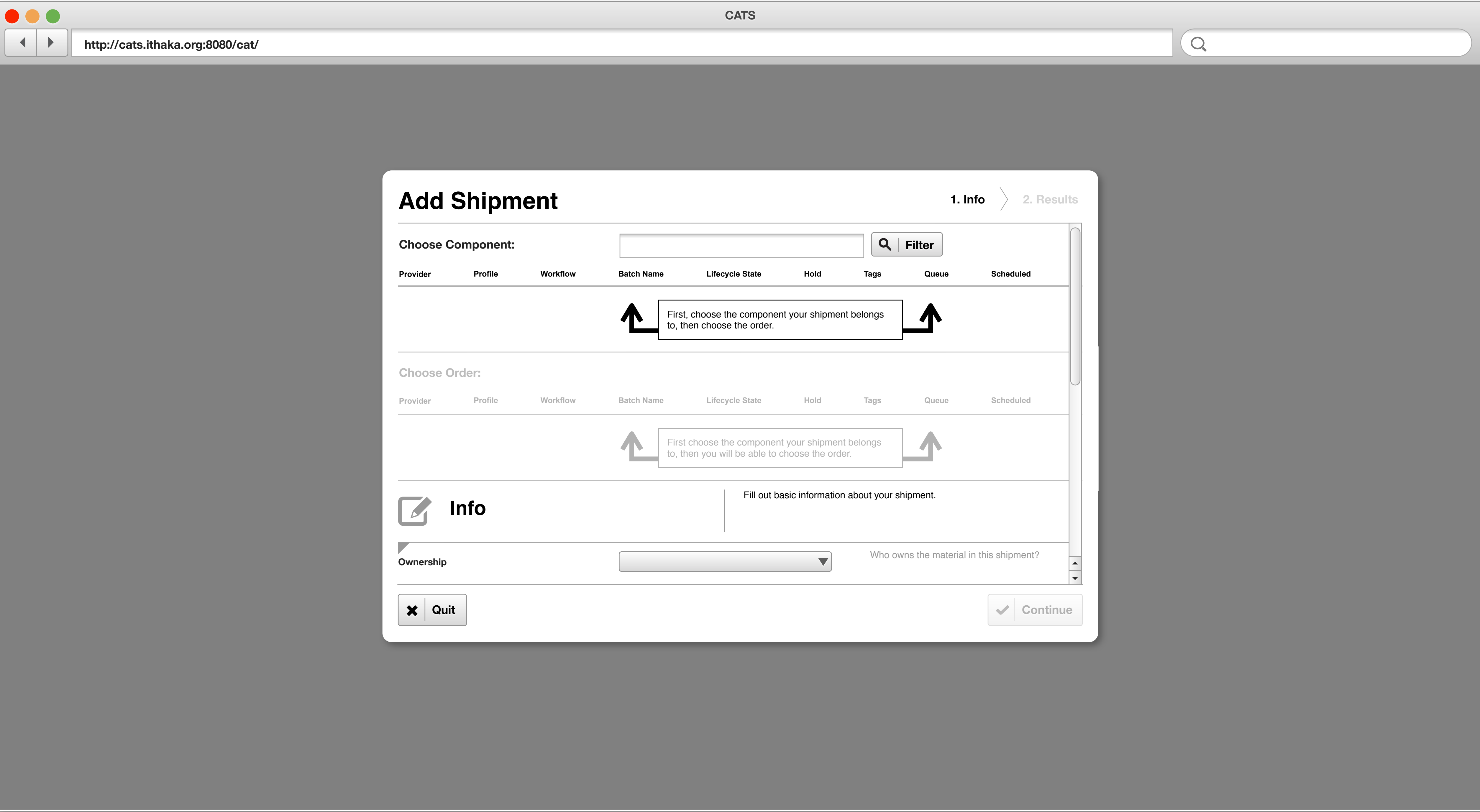# CATS

Add Shipment

Add Shipment

1. Info ❯ 2. Results

Choose Component: | 🔍 Filter

Provider	Profile	Workflow	Batch Name	Lifecycle State	Hold	Tags	Queue	Scheduled

⬆ First, choose the component your shipment belongs to, then choose the order. ⬆

Choose Order:

Provider	Profile	Workflow	Batch Name	Lifecycle State	Hold	Tags	Queue	Scheduled

⬆ First choose the component your shipment belongs to, then you will be able to choose the order. ⬆

✎ **Info**   Fill out basic information about your shipment.

Ownership   [▼]   Who owns the material in this shipment?

✖ Quit   ✓ Continue

http://cats.ithaka.org:8080/cat/

Add Shipment

1. Info 〉 2. Results

Choose Component:

[   ] 🔍 Filter

	Provider	Profile	Workflow	Batch Name	Lifecycle State	Hold	Tags	Queue	Scheduled
☐	APA	JSTOR-AMS-Profile-2.0-1.5DTD.xml	Title	18thc_online_II_2vz_batch	Loaded	True	ING-242	High	8/26/10 10:59 AM
☐	COPERNICUS	Wiley-8.0_3.3DTD.xml	Title	NEW-MAG-ELERN-V2010I6-1821982	Queued	False	INS-997	Normal	5/20/10 11:57 AM
☐	BIOONE	SAGE_Meta-Profile.xml	Title	CONPREP-2429-DMDCurateSeason2Month_05	Processing	True	ING-242	Low	1/6/11 2:54 PM
☐	APA	JSTOR-AMS-Profile-2.0-1.5DTD.xml	Title	18thc_online_II_2vz_batch	Loaded	False	INS-997	High	8/26/10 10:59 AM

Choose Order:

Provider	Profile	Workflow	Batch Name	Lifecycle State	Hold	Tags	Queue	Scheduled

First choose the component your shipment belongs to, then you will be able to choose the order.

Info

Fill out basic information about your shipment.

Who owns the material in this shipment?

✖ Quit   ✓ Continue

http://cats.ithaka.org:8080/cat/

Add Shipment

1. Info > 2. Results

Choose Component:

	Provider	Profile	Workflow	Batch Name	Lifecycle State	Hold	Tags	Queue	Scheduled
☑	APA	JSTOR-AMS-Profile-2.0-1.5DTD.xml	Title	18thc_online_II_2vz_batch	Loaded	True	ING-242	High	8/26/10 10:59 AM

Choose Order:

	Provider	Profile	Workflow	Batch Name	Lifecycle State	Hold	Tags	Queue
☐	APA	JSTOR-AMS-Profile-2.0-1.5DTD.xml	Title	18thc_online_II_2vz_batch	Loaded	True	ING-242	High
☐	COPERNICUS	Wiley-8.0_3.3DTD.xml	Title	NEW-MAG-ELERN-V2010I6-1821982	Queued	False	INS-997	Normal
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☐	APA	JSTOR-AMS-Profile-2.0-1.5DTD.xml	Title	18thc_online_II_2vz_batch	Loaded	False	INS-997	High

Info

Fill out basic information about your shipment.

Ownership ⬇ Who owns the material in this shipment?

What is a publication to top the partial

✖ Quit   ✔ Continue

http://cats.ithaka.org:8080/cat/

Add Shipment

1. Info > 2. Results

Choose Component:

[   ] 🔍 Filter

	Provider	Profile	Workflow	Batch Name	Lifecycle State	Hold	Tags	Queue	Scheduled
☑	APA	JSTOR-AMS-Profile-2.0-1.5DTD.xml	Title	18thc_online_II_2vz_batch	Loaded	True	ING-242	High	8/26/10 10:59 AM

Choose Order:

	Provider	Profile	Workflow	Batch Name	Lifecycle State	Hold	Tags	Queue	Scheduled
☑	APA	JSTOR-AMS-Profile-2.0-1.5DTD.xml	Title	18thc_online_II_2vz_batch	Loaded	True	ING-242	High	8/26/10 10:59 AM

📝 Info

Fill out basic information about your shipment.

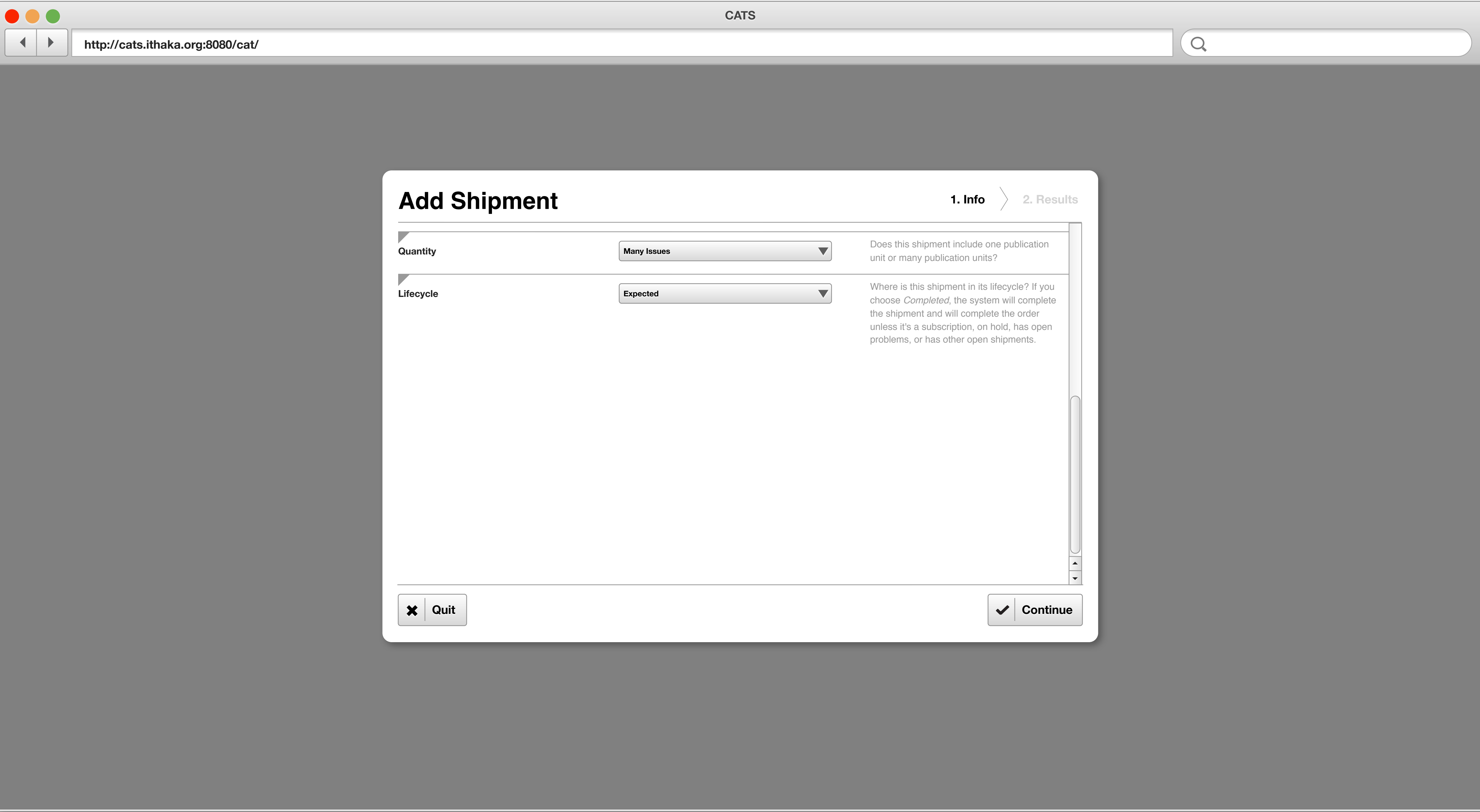**Ownership** [▼] Who owns the material in this shipment?

Obligation [▼] What is our obligation to return the material in this shipment?

Extent (Pub Units) [   ] Range of content included in this shipment.

✖ **Quit**   ✓ Continue

http://cats.ithaka.org:8080/cat/

Add Shipment

1. Info 〉 2. Results

Info

Ownership	[dropdown]	Who owns the material in this shipment?
Obligation	[dropdown]	What is our obligation to return the material in this shipment?
Extent (Pub Units)	[text field]	Range of content included in this shipment.
Extent (Dates)	[text field]	Starting and ending publication dates for material in this shipment.
Date as Printed	[text field]	Additional date information. *Example: Jubilee Volume, Christmas Issue*
Notes	[text area]	Notes about missing or damaged content.
Quantity	[dropdown]	Does this shipment include one publication unit or many publication units?

✖ Quit   ✓ Continue

http://cats.ithaka.org:8080/cat/

Add Shipment

1. Info 〉 2. Results

Quantity | Many Issues ▼ | Does this shipment include one publication unit or many publication units?

Lifecycle | Expected ▼ | Where is this shipment in its lifecycle? If you choose *Completed*, the system will complete the shipment and will complete the order unless it's a subscription, on hold, has open problems, or has other open shipments.

✖ Quit   ✔ Continue

http://cats.ithaka.org:8080/cat/

Add Shipment

1. Info › 2. Results

Quantity	Many Issues ▼	Does this shipment include one publication unit or many publication units?
Lifecycle	Completed ▼	Where is this shipment in its lifecycle? If you choose *Completed*, the system will complete the shipment and will complete the order unless it's a subscription, on hold, has open problems, or has other open shipments.
Format	Paper ▼	Physical format.
Condition	Usable ▼	Is this material usable for digitization, to the best of your knowledge?

✖ Quit

✔ Continue

Thank You!

Nicholas Frota
UI Designer

December 2010
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