# AFO 127 – Scan barcodes for SDI

127.1 Introduction

Apart from having the system automatically check new titles for SDI, you can choose to scan new titles. The scanned barcodes will then be compared with existing SDI profiles of users. In this way you are in control of which titles are eligible.

Use Scan barcodes for SDI, AFO 127, to add, modify, and delete items from the SDI list, and set the availability date to the current date for the items in the SDI file.

The Scan barcodes for SDI, AFO 127 works in conjunction with SDI parameters AFO 651.

After choosing this AFO an overview screen with titles will be displayed:
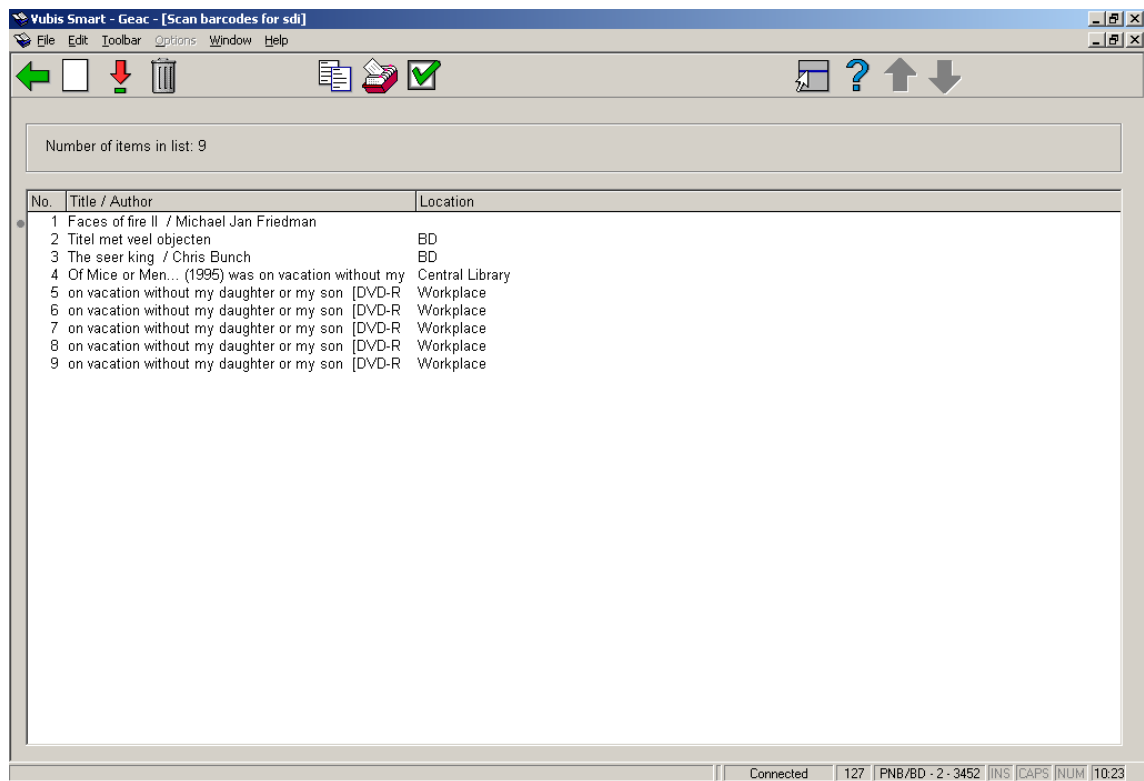
Options on this screen

Add items to list: Add items to the list by scanning their barcodes.

Delete item from list: Click this icon to remove selected items from the list.

Copy from SDI file: Copy items from the SDI file to the list. You can specify a period and an institution/location.

Add records to list: Add titles by entering the record ID on the presented form.

Confirm availability: displays a message asking you to confirm that you want to close the window and make the items in the list available for SDI. Click **OK**. The system sets the availability date to today's date for all the SDI items listed in the Scan barcodes for SDI window, closes the window, and deletes all the SDI items from the list. If you leave the screen with the **Back** button, the availability date will not be set and the list will still be there when you return to AFO 127.

After choosing **Add items to list**. the following form will be displayed (the form for **Add records to list** looks similar to this):

Procedure:

- Enter barcodes manually or scan them. The title details will be added automatically by the system when moving to the next field. (for **Add records to list** manually enter record ID numbers).

- Click on the **Back** button to leave this screen.

- The items will now be shown in the list.

- Choose **Confirm availability** to set the availability date for all items in the list to today.

Note:

This procedure overrides the availability dates that may have been previously specified automatically by the SDI feature.

- **Document control - Change History**

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