AFO 443 – Review unprocessed transactions

443.1 Introduction (importing borrower records)

The system offers the option to import, update and delete borrower records through file import.

The importing and loading of borrower records is a four step process:

- Step 1: import of data from a file into the Vubis Smart database (but not yet in the borrower file – via AFO 441

- Step 2: loading the imported records into the borrower file – via AFO 442

- Step 3: the optional extra of looking at an errors and exceptions report – via AFO 443

- Step 4: rebuild the borrower name index – via AFO 444

Loading can be three different things:

- Loading new records

- Updating of existing records

- Deletion of existing records.

See the Help for AFO 441 for more information on the data elements that can be imported.

443.2 Procedure

When you choose this AFO you can look at the errors and exceptions that have occurred during the *last* loading of borrower records (via AFO 442).

When there is nothing to report, the system will tell you so.

Vubis Smart

ⓘ No information for institution PNB

[OK]
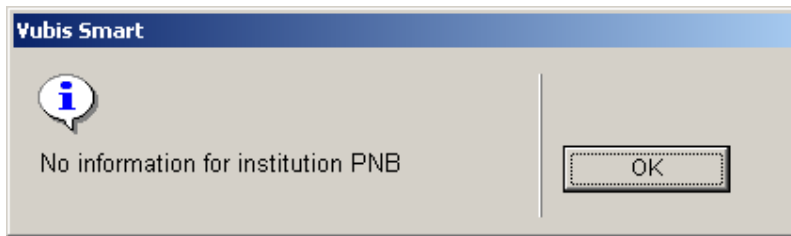
Once you have acknowledged this message, the system will return to the main AFO screen..

If there are errors and exceptions, you can view these here. Borrower records that could not be deleted due to for instance outstanding fines or reservations are listed here. You can choose a line and then View borrower to switch to the complete borrower record (as in AFO 431).

		Te schrappen leners met reserveringen, boetes, etc. :
1	399997610	Clarkson, Dick van
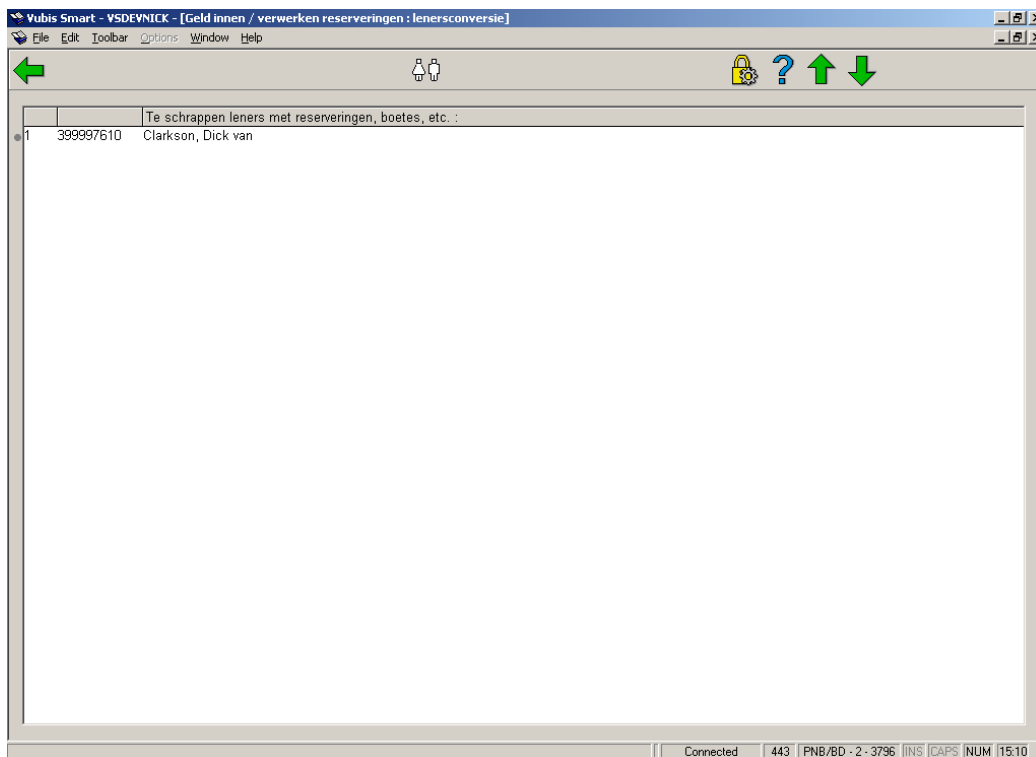
- **Document control - Change History**

Version	Date	Change description	Author
1.0	**unknown**	**Creation** **Delivered as part of build 17 set**	