

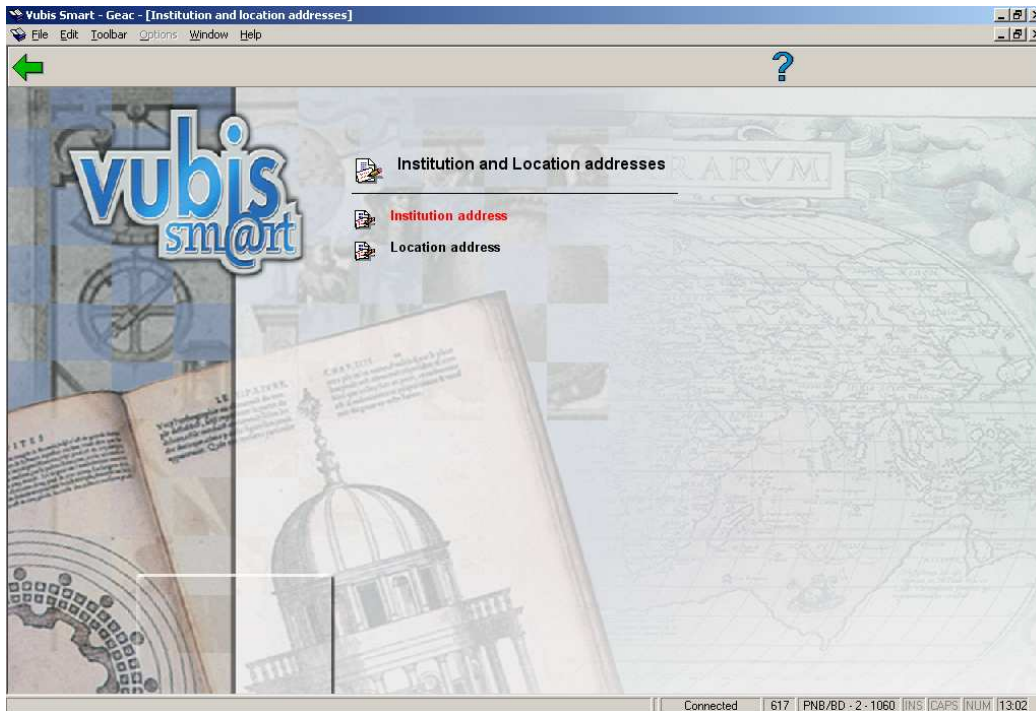
AFO 617 Institution and Location addresses

617.1 Introduction

This AFO offers you the option to define addresses for both Institutions and Locations. These addresses can then be used for the variables entered in the layout definitions for printouts from the acquisitions module (AFO 271) and the circulation module (AFO 483).

617.2 Addresses

After choosing this option a menu will be displayed:



617.2.1 Institution address

When defining the layouts for the circulation module (in AFO 483) the variable `$$ADRES` can be used. This variable will then print the address details as defined here.

After choosing this option the following form will be displayed:

Institution address

Institution/Location: PNB

Address Line 1: Geac Libraries Developmen

Address Line 2: Postbus 2067

Place/City/Town: 5202 CB 's-Hertogenbosch

County/State/Province: Netherlands

Postcode: 5202CB

Phone Number: +31 73 6243400

Buttons: OK, Cancel, Help

- Enter the required details and click **OK**.

Note

When you have more than one meta institution, you need to choose a different institution from the dropdown list. Then click on **List** to get presented with a new form to enter the address

Institution address

Institution/Location: ACQ

Address Line 1:

Address Line 2:

Place/City/Town:

County/State/Province:

Postcode:

Phone Number:

Buttons: OK, Cancel, Help

details for another meta institution.

617.2.2 Location address

When defining the layouts for the acquisitions module (in AFO 271) the variable \$\$ADRES can be used. This variable will then print the address details as defined here. This variable can be used together with or instead of SHIPTO addresses.

When defining the layouts for the circulation module (in AFO 483) the variable \$\$ADLOC can be used. This variable will then print the address details as defined here.

After choosing this option the following form will be displayed:

Institution/Location	PNB/BD	
Address Line 1	Branch library BD	List
Address Line 2	Heltheuvelpassage 18	
Place/City/Town	5224 AP 's-Hertogenbosch	
County/State/Province	Noord-Brabant	
Postcode	5202 CB	
Phone Number	073 6243400	

Buttons: OK, Cancel, Help

- Enter the required details and click **OK**.

Note

When you have more than one location, you need to choose a different location from the dropdown list. Then click on **List** to get presented with a new form to enter the address details for another location.

Location address [X]

Institution/Location: PNB/CL

Address Line 1: [] [List]

Address Line 2: []

Place/City/Town: []

County/State/Province: []

Postcode: []

Phone Number: []

OK
Cancel
Help

[Calendar] [Globe] [Close]

- **Document control - Change History**

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