

AFO 321 Subscription control

321.1 Introduction

Search for a bibliographic record using standard search techniques.

Search for a record

Standard **System number** **Z39.50**

Search expression

Select search method ☒ Find ☐ Browse

Select user index

Language

Published in or before

Published in or after

Location

Material type

Date added to database

Number of pages

Bibliographic type

Sublocation

☐ Save settings

OK
Cancel
Help
New record
Savelists
Previous
Connect
WebOpac

On the System number tab, you may also search by alternative subscription number, subscription number, SICI and supplier reference number. Searching using the alternative subscription number, subscription number, SICI and supplier reference number may take you directly to the **Subscription general data**. Other index searches will take you to the **Full record** screen.

The **Shelfmark(s)** field displays the number of sets at each shelfmark.

The **Subscription(s)** field displays the number of subscriptions at this Meta institution for serials. If no subscriptions exist for this Meta institution for serials, a list of other Meta institutions that do have subscriptions for this title are listed.



In the example, 12 subscriptions exist for the current Meta institution for serials. Select 6 to display the **List of subscriptions** screen.

If there are no subscriptions for this title, the system takes you directly to the Add subscription form. Please refer to section [321.2.1.2.](#)

321.2 List of subscriptions

Selecting the **Subscription(s)** group results in the system displaying the list of subscription(s) attached to the bibliographic record. Brief bibliographic data displays above the grid. This data is protected and includes the fields defined in the !Serial element/group profile record.

V-smart [1.0.01] - Windows Internet Explorer

Id: 1.20013/3748 User: tineke Location: PNB/BD AFO: 321

V-smart Settings Exit

← → ↩ ↪ ? ↶ ↷

Title Aeronautical journal : an experience [Periodical] -- SmithRichard
 ISSN 00019240
 Imprint UK, 1989 -

List of subscriptions - 2/1309

No	Sub.	Current	Route	Shelfmark	Ship to	Supplier reference	Alt sub(s).
<input type="checkbox"/> 1	18	Yes	No	PNB BD J Journal	DFLTSE		
<input type="checkbox"/> 2	19	Yes	No	PNB BD J Journal	DFLTSE		
<input type="checkbox"/> 3	32	Yes	Yes	PNB BD J Journal	DFLTSE		
<input type="checkbox"/> 4	36	Yes	No	PNB BD J Journal	DFLTSE		
<input type="checkbox"/> 5	37	No	Yes	PNB BD NEWONE	DFLTSE		
<input type="checkbox"/> 6	38	Yes	No	PNB BD NEWONE	DFLTSE		
<input type="checkbox"/> 7	39	Yes	Yes	PNB BD NEWONE	DFLTSE		
<input type="checkbox"/> 8	CJY-2002-01	Yes	Yes	PNB BD NEWONE	DFLTSE		
<input type="checkbox"/> 9	SEAS1	Yes	No	PNB BD NEWONE	DFLTSE		
<input type="checkbox"/> 10	SEAS2	Yes	Yes	PNB BD NEWONE	DFLTSE		
<input type="checkbox"/> 11	69	Yes	No	PNB BD NEWONE	BD		
<input type="checkbox"/> 12	MC9999	Yes	No	PNB BD J Journal	BD		

Columns on the screen

Sub. – Subscription number.

Current – Indicates if the subscription is currently active or not. If a subscriptions is active, the system expects to receive it. Inactive subscriptions are no longer being received.

Route – Indicates if the subscription has been marked for routing. It does not mean that a routing list is attached to the subscription.

Shelfmark – Is the current location and shelfmark of the subscription.

Ship to – The Ship to code for the subscription. The SHIPTO code is mandatory and defines the location where the items for this subscription will be received. If you have five receiving locations for your serials, you would set up five SHIPTO codes. If all of your serials are received centrally, there would be only one SHIPTO code set up on your system. The SHIPTO code is instrumental in allowing receiving of multiple subscriptions in one step. The ship to code is defined in AFO 367.5 – Ship to codes.

Supplier reference number – Is the supplier reference number given to the subscription. This is an optional field.

Alternative subscription(s) – Alternative subscription number(s) for each shelfmark separated by a comma.

Options on the screen

New subscription [I] – use this option to view all the shelfmarks with the assigned subscription numbers and to add a new subscription. Please refer to section [321.2.1](#).

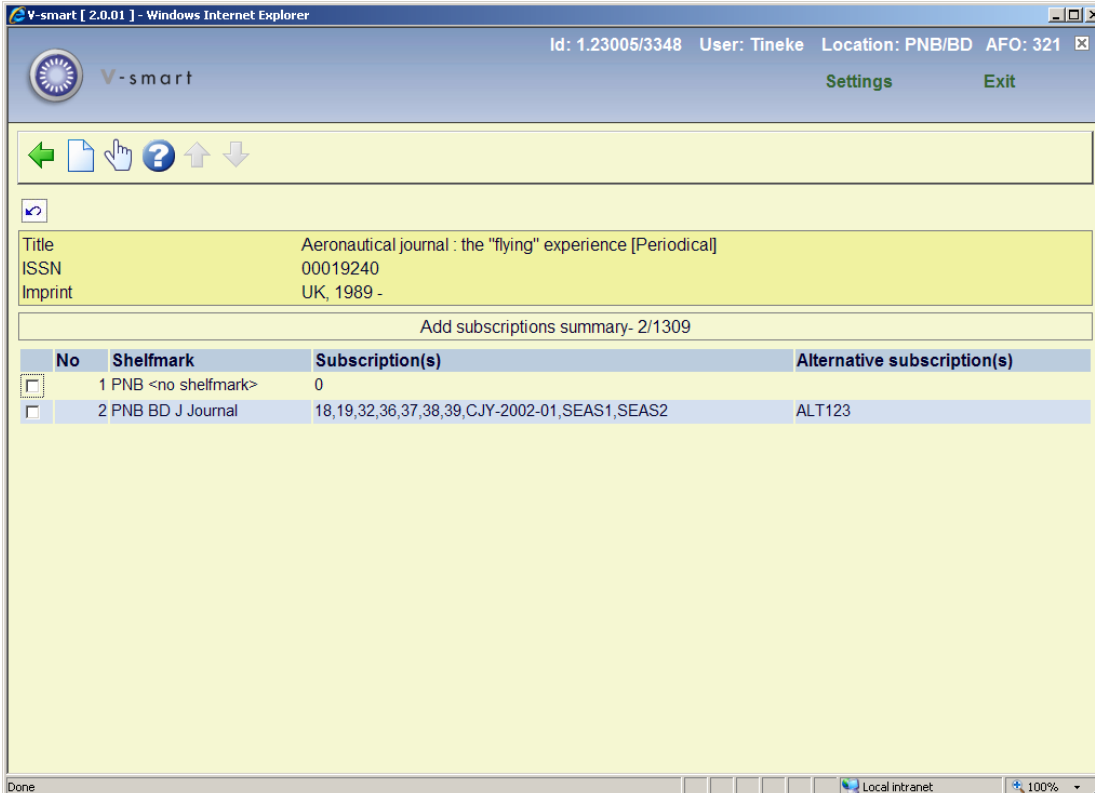
Choose subscription [*] – select one of the displayed subscriptions and click on this option to display and update the subscription details. Please refer to section [321.3](#).

Delete subscription [S*] – select one of the displayed subscriptions and click on this option to delete the subscription. Please refer to section [321.2.1.3](#).

Receive issues [R] – Takes you to AFO311 – Receive issues. Please refer to Section 311.2.

321.2.1 Add subscriptions summary

Selecting the **New subscription** option results in the system displaying the list of shelfmarks attached to the bibliographic record. Brief bibliographic data displays above the grid. This data is protected and includes the fields defined in the !Serial element/group profile record.



The screenshot shows the V-smart 2.0.01 interface in a Windows Internet Explorer browser. The header displays the user's ID (1.23005/3348), name (Tineke), location (PNB/BD), and AFO (321). The main content area shows the 'Add subscriptions summary' screen for a specific bibliographic record. The record details are as follows:

No	Shelfmark	Subscription(s)	Alternative subscription(s)
1	PNB <no shelfmark>	0	
2	PNB BD J Journal	18,19,32,36,37,38,39,CJY-2002-01,SEAS1,SEAS2	ALT123

Columns on the screen

Shelfmark – Lists the shelfmarks defined for this bibliographic record. May or may be not be associated with a subscription.

Subscription(s) – Subscription(s) number for each shelfmark separated by a comma. If there is a 0 then the shelfmark has no subscriptions attached to it.

Alternative subscription(s) – Alternative subscription number(s) for each shelfmark separated by a comma.

Options on the screen

Add shelfmark [I] – Add a new shelfmark to this bibliographic record. Please refer to section [321.2.1.1](#).

Add subscription [*] – select one of the displayed shelfmarks and click on this option to add a new subscription. Please refer to section [321.2.1.2](#).

321.2.1.1 Add shelfmark

After choosing the option **Add shelfmark** the following input form is displayed:

V-smart [1.0.01]

Add a new shelfmark

Material type: Periodicals (PER) [edit icon]

Statistical category: 1 - Adult non-fiction [edit icon]

Location code: BD - BD [edit icon]

Sublocation code: [List button]

Shelfmark Classification: SH 23 [edit icon]

☐ Save settings

OK
Cancel
Help

This form consists of the shelfmark fields to enter for this bibliographic record. The fields that display as part of the shelfmark are site definable. The possible fields are Location code, Sublocation code, Shelfmark prefix, Shelfmark classification, Shelfmark cutter/item, Shelving control number, Shelfmark suffix and Copy number.

Fields on the screen

Material type – material type to be assigned to this item.

Statistical category – statistical category to be assigned to this item.

Location code – Location of the item.

Sublocation code – optional field

Shelfmark classification – shelfmark.

Note

You must enter a value into either the **Sublocation code** or the **Shelfmark classification** fields.

321.2.1.2 Add subscription

Select one of the displayed shelfmarks from the **List of subscriptions** screen and click on the **Add subscription** option to add a new subscription. If you are entering the very first subscription for a title, the system takes you to the **Add subscription** form after clicking the **Subscription(s)** field from the **Full record** screen

Add subscription

Tab1 Tab2 Tab3

Subscription number

Supplier reference number

Shelfmark information

Shelfmark set 1 -

Subscription type Free

Ship to BD

Active status ☒

Barcode issues ☐

Invoicing allowed ☒

Create claims ☐

Last received issue circulates ☐

Purchase order number

ST Effective date 06/10/2008

ST Claim period DFLT

ST Supplier Search

MI Effective date 06/10/2008

MI Claim period DFLT

MI Supplier Search

Material format(s)

OK

Cancel

Help

Search S.

Add S.

New supplier

Gen. inv. no

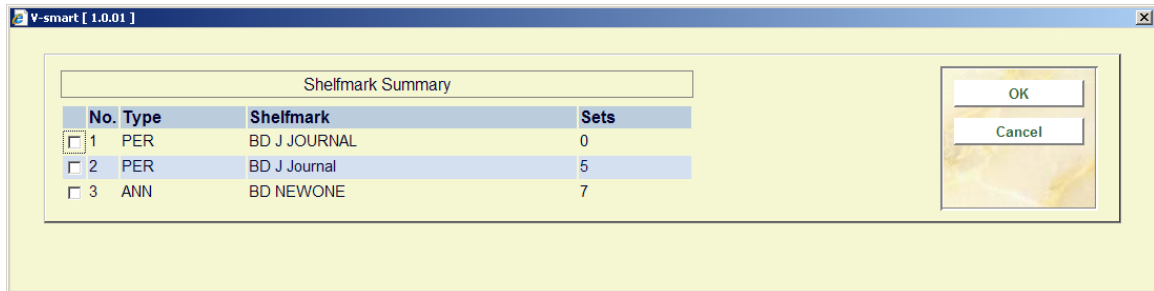
The **Add subscription** form consists of the fields defined in AFO 367 – Data to be added. They are in the order of the AFO367 – data to be added. The number of tabs varies based on the number of fields defined for the add screen. Please refer to section [321.3](#) for a detailed description of each of the fields.

Note

Because the library makes it's own definitions in AFO 367 – Data to be added, the example may differ from what you see in your library.

This form also has the following buttons:

Search S. – This button is used to display a list of shelfmarks currently assigned to this bibliographic record.



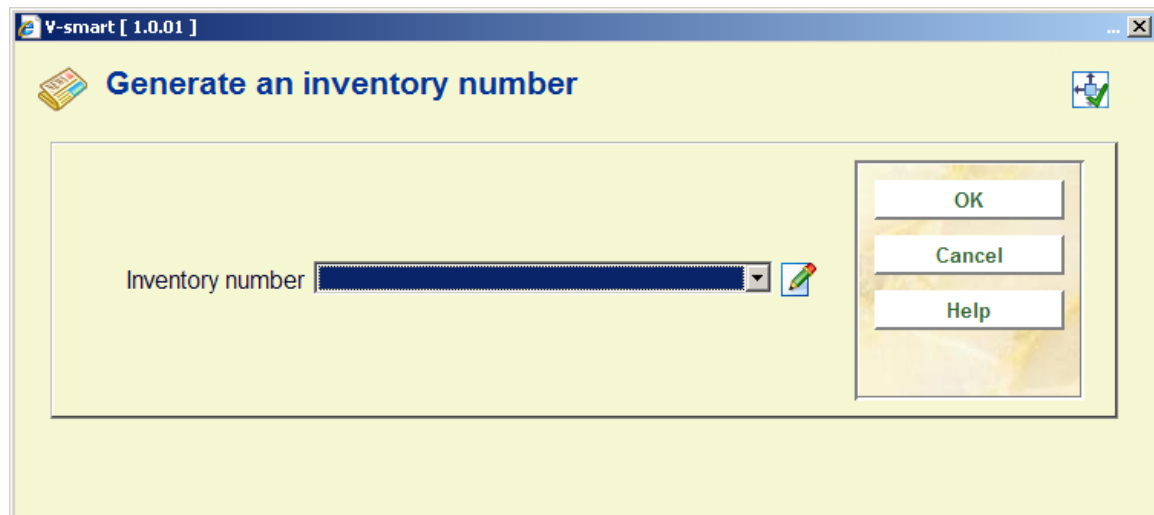
No.	Type	Shelfmark	Sets
<input type="checkbox"/> 1	PER	BD J JOURNAL	0
<input type="checkbox"/> 2	PER	BD J Journal	5
<input type="checkbox"/> 3	ANN	BD NEWONE	7

Selecting one of the shelfmarks and clicking **OK** changes the shelfmark in the subscription currently being added.

Add S. – This button is used to add a new shelfmark to the current bibliographic record. The new shelfmark changes the shelfmark in the subscription currently being added. Please refer to section [321.2.1.1](#) for a detailed description.

New Supplier – This button allows you to add a new supplier to the supplier file just as it is done in AFO 241 – Supplier. Please refer to the help for AFO241 for a detailed description.

The Inventory number field on these forms is protected (you are not allowed to enter data into this field directly). You must use the **Gen. inv. no** button to generate an inventory number, an input form will be displayed:



Inventory number – dropdown list of inventory number range codes as defined in AFO 469 – Inventory number ranges. You can choose an entry from the list, type in a free text number or leave the field empty. If the entry is from the list, the system generates the next number in the selected range. If the entry is not a code or is a duplicate (already found in the index), the system will display a warning.

You can optionally add a note when adding an inventory number. When entering in a new inventory number, add ‘.-’ (period minus sign) followed by the note. This will generate the next inventory number and add the note field to the end of the generated number.

321.2.1.3 Delete subscription

When deleting a subscription the system first checks that you do not have the restriction, “Deletion of subscriptions” set. This is setup in AFO611 – Login restrictions – Serials. If you are not allowed to delete subscriptions, the system displays the message, **“Sorry, you are not allowed to perform this action”**.

If you are allowed the delete subscriptions, the system then checks to see if the subscription has a routing list. You are not allowed to delete a subscription that still has a routing list. The system displays the message, **“This subscription has routing list information attached and cannot be deleted”**. The routing list must be deleted before deleting the subscription.

If no routing list is found on the subscription, the system asks the question, **“Are you sure that you want to delete this subscription and any associated receipt data”**? Press **Cancel** if you do not want to delete the subscription.

321.3 Subscription general data

Select one of the displayed subscriptions from the **List of subscriptions** screen and click on the **Choose subscription** option to display and update a subscription's details. The system displays the **Subscription general data** screen.

assigned to the subscription it can only be changed via the option **Alternative subscription numbers** (see section [321.3.4](#)).

Supplier reference number - The supplier reference number can be entered at the Subscription level and or at the Type of holdings level. This is because the supplier may refer to the subscription DIFFERENTLY from the way that the library chose to catalogue it. Some suppliers, for example, may choose to treat Indexes as a completely separate entity from the regular Issues - (and indeed as separate bibliographic entities) - an example is the Copyright Agency (legal deposit) in the UK. The supplier reference number is indexed. This number is not necessarily a unique number.

Active status - Set the active status to "Yes" if you expect new issues of the serials to be arriving for this subscription. Set the active status to "No" if you do not expect new issues for this subscription (meaning you are no longer receiving it).

Shelfmark information – Current shelfmark location information

Shelfmark set – This is a dropdown list of shelfmark sets that can be attached to this subscription. One entry in the dropdown list is blank. If the blank entry is selected, the system creates a new shelfmark set.

Ship to – Ship to code for the subscription. This is a dropdown list of SHIPTO codes defined for your Meta institution for Serials. The SHIPTO code is mandatory and defines the location where the items for this subscription will be received. If you have five receiving locations for your serials, you would set up five SHIPTO codes. If all of your serials are received centrally, there would be only one SHIPTO code set up on your system. The SHIPTO code is instrumental in allowing receiving of multiple subscriptions in one step. The ship to code is defined in section 367.5 – Ship to codes.

Routing – If checked, the subscription is the routing copy. This field can be changed at any time. You can maintain the routing list for this subscription using the **Routing list** option from the **Subscription general data** screen.

Barcode issues – If checked, the user will be prompted to enter barcodes when receiving a serials issue in AFO 311.

Create claims – The **Create claims** checkbox controls if claiming is to be done on this subscription. If the **Create claims** field is checked then the **MI supplier** and the **ST supplier** should be filled in for claiming to occur. If the **Create claims** field is not checked then claiming does not occur.

Invoicing allowed – If this field is checked and there is a purchase order linked to this subscription, you are allowed to invoice this subscription. Please refer to section [321.3.3.2](#).

Alternative subscription number - Subscriptions may have one or multiple alternative subscription numbers. The alternative subscription numbers are separated by commas. Alternative subscription numbers are indexed.

Missing issues (MI Supplier, MI Effective date) - The **MI Supplier** is used for claiming if the system detects 'missing issues' for the subscription. This supplier must be in the acquisitions supplier file. The **MI Effective date** is the start date of the MI supplier for claiming. The MI supplier can change over time. The effective date tells the system which supplier to use for a date period. If you change the **MI supplier**, the effective date must also be changed and the effective date must be after the previous effective date. The system displays only the current **MI Supplier** and **MI Effective date**. The system groups the **MI Supplier**, **MI Effective date** and the **MI Claim period** fields together for display and input.

MI Claim period - This is the claim period cycle used for claiming missing issues. You can either enter a code defined in AFO 364 - Codes for reminder periods or enter up to three numbers (periods), separated by a comma. The first number specifies the number of days after the expected date that a first reminder claim must be sent. The second number specifies how many days after the first claim, the second reminder claims must be sent. The third number specifies how many days after the second reminder, the third reminder claims must be sent. The optional fourth number specifies the number of days after the last claim that the system will automatically set a claimed issue's status to "Missing". If codes are used the system displays the code and round brackets around the four numbers. For example: DFLT(31,31,31,M31). Codes can be defined in AFO 364 and refer to the periods for the three reminders (and the optional missing setting). It is preferable to define reminder periods using codes because this enables you to implement so-called global modifications. For example, if you want to change all subscriptions with an reminder period code of "DFLT" from 31,31,31 to 14,31,31, you can do this by modifying the period in AFO 364 once.

Stagnating subscription (ST Supplier, ST Effective date) - The **ST Supplier** is used for claiming if the system detects that the subscription has stagnated. This supplier must be in the acquisitions supplier file. The **ST Effective date** is the start date of the **ST supplier** for claiming. The **ST supplier** can change over time. The **ST Effective date** tells the system which supplier to use for a date period. If you change the **ST supplier** the effective date must also be changed. The effective date must be after the previous effective date. The system displays only the current ST supplier and effective date. The system groups the **ST Supplier**, **ST Effective date** and the **ST Claim period** fields together for display and input.

ST Claim period – This is the claim period cycle used for claiming a subscription that has stagnated. You can either enter a code defined in AFO 364 - Codes for reminder periods or enter three numbers (periods), separated by a comma. The first number specifies the number of days after the expected date that a first reminder claim must be sent. The second number specifies how many days after the first claim, the second reminder claims must be sent. The third number specifies how many days after the second reminder, the third reminder claims must be sent. If codes are used the system displays the code and round brackets around the three numbers. For example: DFLT(31,31,31). Codes can be defined in AFO 364 and refer to the periods for the three reminders. It is preferable to define reminder periods using codes because this enables you to implement so-called global modifications. For example, if you want to change all subscriptions with an reminder period code of "DFLT" from 31,31,31 to 14,31,31, you can do this by modifying the periods in AFO 364 once.

Explanation

Missing Issues / Stagnating Subscription claim reminder mechanism: A list of expected issues is created based on the subscription's prediction algorithm. If predicted issues are not received by the expected receipt date, the claim reminder mechanism starts. The system makes a distinction between 'issues not received' and 'stagnated subscriptions'. In the first case, we are dealing with individual issues that have not yet come in; in the latter case with

subscriptions for which no issues after a specific issue have been received. It is also possible to specify the periods at which reminders are sent. The lay-out of the claim reminders is defined in AFO 363. The claim reminder mechanism is a process that takes place in three steps (AFO 351/2/3) allowing you to manage reminders that the system automatically traces so that you, rather than the system, determine whether a claim reminder is sent.

Subscription type – The subscription type indicates how the subscription is obtained. There are three options.

- Free subscription
- Membership (subscription is obtained as part of a membership)
- Paid subscription

Review date – Use this field to determine when the subscription should be reviewed for renewal. It must be a valid date if used (optional). The review report that can be generated from AFO 279 will check to see if this date falls within the specified range for the report. When you run the automatic renewal job from AFO 279 this field will be updated by adding the renewal number of days to it.

Routing id – free text.

Materials format(s) - Indicate format(s) of material arriving on this subscription (i.e. BNB on CD-ROM, loose-leaf legal updating services). This is a dropdown list of entries that are maintained by the library in AFO 367.4 – Serials authority lists. You may make multiple selections from the dropdown list.

Purchase order number – A link from the subscription to the acquisitions purchase order can be made using the Purchase order number field. This is a dropdown list displaying the purchase order numbers (including the partial order numbers for each purchase order) on this bibliographic record. This field must be set before you can invoice subscriptions. See section [321.3.3.2](#). This field must also be set if you want to be able to renew orders for subscriptions (either via the renewal job in AFO 279 or manually via AFO 211). It is important that you link to the order at detailed level, i.e. in the example below the subscription must be linked to 201000143/0001 – (1) {BD} – [sub999]:

Purchase order number	201000143/0001 - (1) - {BD} - [sub999]
Issue cost	201000143/0001 201000143/0001 - (1) - {BD} - [sub999]

Issue cost - The library enters the cost of a single issue here. It is information only. It does not have any affect on the cost used for notices to borrowers.

Format - Indicate if the subscription includes electronic version as well as or instead of printed version. This is a dropdown list consisting of three values:

- Paper
- Electronic
- Both

Generate renewal – Check this option if you want this subscription to appear in the Review report that can be run from AFO 279.

Inactive date – the system sets this field when the subscription active status is set to “No”.

Origin - Origin of the serials (French, not French, local, etc.). This is a dropdown list of entries that are maintained by the library in section 367.4 – Serials authority lists.

Print label – Set this flag if you want to be able to (automatically) print labels for received issues. The label will be generated according to parameters set in AFO 367 – Miscellaneous as well as the settings for your port in AFO 612. See the help of AFO 354 and the [general help](#) on mailmerging for more information.

Public note – Enter a public note.

Staff note – Enter a staff note.

Renewal period – Renewal period is the period the system will apply when you run the automatic renewal job from AFO 279. When no period is defined and the subscription is picked up for renewal by the report in AFO 279 (based on a review date), the renewal will be for 365 days.

Statistical category – This is display only. This is a dropdown list of entries that are maintained by the library in section 367.4 – Serials authority lists.

Subscription cost - The cost of the subscription is entered here. This is an information only field that may be used to create reports. The subscription cost represents the cost that the library pays to retain the subscription from the start date to the end date of the subscription. When you run the automatic renewal job from AFO 279 this field is NOT updated.

Subscription start – The subscription start date is the starting date of the subscription. The date can be past or future. The start and end dates are checked to ensure that the start date is before the end date.

Subscription end – The subscription end date is the last date on which the library expects to receive issues. The date can be past or future. The start and end dates are checked to ensure that the start date is before the end date.

When you run the automatic renewal job from AFO 279 the system will reset the start date to “end date +1” and reset the end date to “original end date + renewal number of days”.

Optional fields 01 to 10 - There are 10 optional fields in the subscription record that the library can optionally choose to define and use.

Group 2 Issues, 3 Index, 4 Supplements - Each of these three groups displays the following fields. These groups represent the three major groupings for type of holding. Multipart and serials holdings must have at least one Type of Holding record. The purpose of this record is to identify the type of publication associated with the multipart/serial bibliographic item. The most common types of holdings are issues, indexes, and supplements. You can have as many Types of Holdings records as needed to describe your multipart/serial. The Type of Holding record provides access to the publication pattern record and issue numbering records. For example, you might have a subscription that entitles you to the paper issues that are published monthly and the microfiche that is published annually. This subscription requires two different Issue type of holdings: Paper issues and Microfiche. Each of these type of holdings has its own publication and prediction pattern.

2 Issues	Issues	Captions: v.:no.((Year):(Month)) Frequency: s - Semimonthly (twice a month) Active: Yes Note: Received the 1st and 15th of January, March, May, July, September and November Next expected: v.62:no.10(2005:September)
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You can define the type of holding once and then link this type of holding to multiple subscription records.

Captions – The captions are the enumeration captions followed by the chronology captions in round brackets. The captions are defined in the publication pattern.

Frequency – The frequency code and description of the frequency assigned in the publication pattern.

Active – The active status of the publication pattern is either set to Yes for active or No for inactive.

Note – This is the frequency note from the publication pattern.

Next expected – This is the next expected issue for this subscription.

Note

When entering date fields, you can either enter a valid date or enter one of the T, T-n or T+n formats. If using one of the T formats, the system fills in the field with a date relative to Today's date. For example, if the current date is March 16, 2006, the system fills in the following:

T – March 16, 2006

T-30 – February 14, 2006

T+365 – March 16, 2007

Last received issue circulates: The setting of this field has an effect ONLY if the **Automatically allow circulation of previous issue when next issue is received** parameter is *ON* in AFO 367.

If this option is *ON*, the **Item category** and the **Pending item category** fields are both defaulted to the item category from the subscription's shelfmark. Both the **Item category** and **Pending item category** fields can be changed. When the item is filed, if the Item category contains a circulating item category, the value in the Pending item category is not filed.

If this is *OFF*, the **Item category** is defaulted to 1 (non-circulating) and the **Pending item category** is defaulted to the item category from the subscription's shelfmark. Both the **Item category** and **Pending item category** fields can be changed. When the item is filed, if the **Item category** contains a circulating item category, the value in the **Pending item category** is not filed.

Options on the screen

Select [*] – use this option to select one of the 4 groups. 1 General, 2 Issues, 3 Index or 4 Supplement.

Copy [K] – Copy the current subscription to create a new subscription. The fields that get copied are determined based on the setting of the copy flag in AFO 367 – Subscription data definition. This option is permission controlled.

Delete subscription [S] – Delete the current subscription. Please refer to section [321.2.1.3](#) for a detailed description.

Holdings statement [HS*] - select one of the displayed type of holding/publication patterns and click on this option to change the retrospective holdings statement, follow up statement or autogenerate flag for this type of holding/publication pattern on this subscription. When creating a summary holdings statement, the system will first display the Retrospective statement, then, if the Automatically generate statement flag is set, display the system generated holdings and then display the Follow up statement. Please refer to section [321.4.3](#).

Order information (O) – If the subscription has a purchase order linked to it selecting this option will display the purchase order detail. Please refer to the help for AFO 211 for a detailed description.

Receive issues [R] – Selecting this option will take you to Serials receiving. Please refer to section 311.2 for a detailed description.

Receipt information [RI] – Displays the list of received, claimed, and expected issues for this subscription. From this option you may delete receipt information and/or invoice the subscription. Please refer to section [321.3.3](#) for a detailed description.

Alternative subscription numbers [AS] – This option allows you to enter/modify the alternative subscription numbers on this subscription. You are also allowed to change the original subscription number using this option. Please refer to section [321.3.4](#) for a detailed description.

Binding [BI] – Use this option to send issues to binder / receive issues from binder. Please refer to section [321.3.5](#) for a detailed description.

Circulation transaction management [CT] – Displays the list of issues that have been routed. Please refer to the help for AFO 341 for a detailed description.

Routing list [RL] – Shows the list of borrowers on the routing list for this subscription. Use this option to maintain the routing list for this subscription. Please refer to the help for AFO 342 for a detailed description.

321.3.1 Editing a subscription's general data

From the **Subscription general data** screen, select group 1 and press enter. The system displays the **General** form.

General

Tab1 Tab2 Tab3

Subscription number MC9999

Supplier reference number

Shelfmark information PNB BD J Journal

Shelfmark set 5 - *c. - no binding [351]

Subscription type Free

Ship to BD

☒ Active status

☒ Barcode issues

☒ Create claims

☒ Invoicing allowed

Alternate subscription number

MI Supplier 1 Search

MI Effective date

MI Claim period DFLT

ST Supplier 1 Search

ST Effective date

ST Claim period DFLT

Review date

Material format(s)

OK

Cancel

Help

Search S.

Add S.

New supplier

Gen. inv. no

Please refer to section [321.3](#) for a detailed description of the fields. Press **OK** to save your changes.

This form has the following extra buttons:

Search S. – This button is used to display a list of shelfmarks currently assigned to this bibliographic record.

V-smart [1.0.01]

No.	Type	Shelfmark	Copies
<input type="checkbox"/> 1	PER	BD J JOURNAL	0 set(s)
<input type="checkbox"/> 2	PER	BD J Journal	5 set(s)
<input type="checkbox"/> 3	ANN	BD NEWONE	7 set(s)

OK

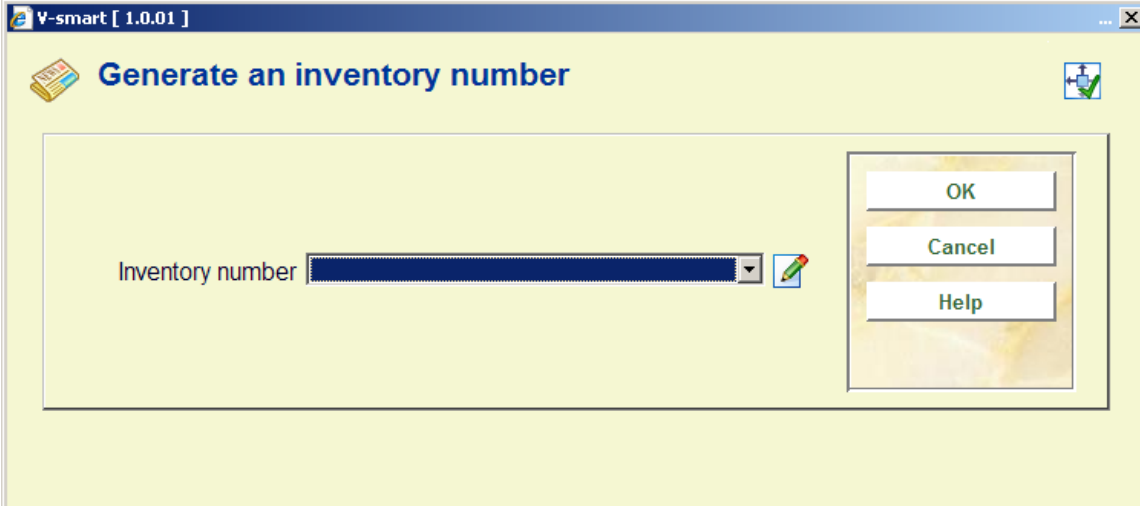
Cancel

Selecting one of the shelfmarks from the screen and clicking **OK** changes the shelfmark in the current subscription.

Add S. – This button is used to add a new shelfmark to the current bibliographic record. The new shelfmark changes the shelfmark in the subscription. Please refer to section [321.2.1.1](#) for a detailed description.

New Supplier – This button allows you to add a new supplier to the supplier file just as it is done in AFO 241 – Supplier. Please refer to the help for AFO241 for a detailed description.

The Inventory number field on these forms is protected (you are not allowed to enter data into this field directly). You must use the **Gen. inv. no** button to generate an inventory number, an input form will be displayed:



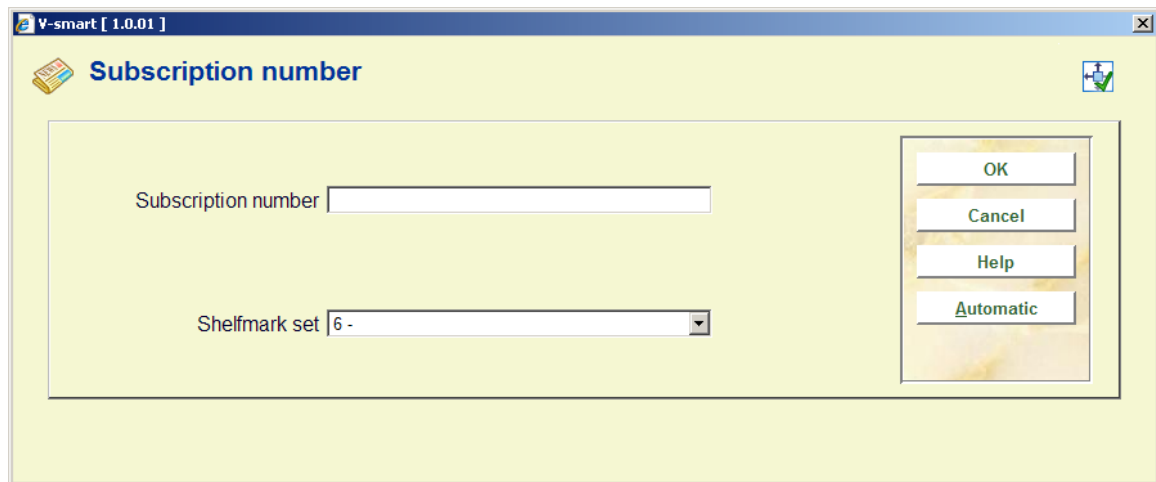
Inventory number – dropdown list of inventory number range codes as defined in AFO 469 – Inventory number ranges. You can choose an entry from the list, type in a free text number or leave the field empty. If the entry is from the list, the system generates the next number in the selected range. If the entry is not a code or is a duplicate (already found in the index), the system will display a warning.

You can optionally add a note when adding an inventory number. When entering in a new inventory number, add ‘.-’ (period minus sign) followed by the note. This will generate the next inventory number and add the note field to the end of the generated number.

Selecting one of groups 2 (Issues), 3 (Indexes) or 4 (Supplements) from the **Subscription general data** screen results in the system displaying a screen containing all of the type of holding/publication patterns currently connected to this subscription for the selected group. The system displays the **Type of holding summary** screen. Please refer to section [321.4](#).

321.3.2 Copy a subscription

From the **Subscription general data** screen, select the **Copy** option. The system displays the **Subscription number** form. Use this option to copy the contents of the current subscription to make a new subscription.



Fields on the screen

Subscription number – Enter a new subscription number. The subscription number must be unique. To generate a new system assigned subscription number, click the **Automatic** button.

Shelfmark set – This is a dropdown list of shelfmark sets that are not yet attached to a subscription. One entry in the dropdown list is blank. If you choose the blank entry, a new shelfmark set will be created for this subscription.

After pressing **OK**, the system creates a new subscription and returns you to the **Subscription general data** screen.

321.3.3 Receipt information

From the **Subscription general data** screen, select the **Receipt information** option. The system displays the **Receipt information** screen.

V-smart [2.0.01] - Windows Internet Explorer

Id: 1.23003/6848 User: Tineke Location: PNB/BD AFO: 321

Settings Exit

← → ↺ ↻ ↶ ↷ ↸ ↹ ↻ ↺ ↻ ↺ ↻ ↺

✓

Title: Aeronautical journal : the "flying" experience [Periodical]
 ISSN: 00019240
 Imprint: UK, 1989 -
 Subscription number: 19

Receipt information- 2/1309

No	Numbering	Status	Date	Expected date	Last claim	Barcoded	Binding unit
<input type="checkbox"/>	1 v.2004.no.3.pt.6	Exp issue	12/05/2004	12/05/2004		No	
<input type="checkbox"/>	2 v.2004.no.3.pt.5	In bindery	03/06/2009	12/05/2004		No	
<input type="checkbox"/>	3 v.2004.no.3.pt.4	In bindery	03/06/2009	12/04/2004		No	
<input type="checkbox"/>	4 v.2004.no.3.pt.3	In bindery	03/06/2009	12/03/2004		No	
<input type="checkbox"/>	5 v.2004.no.3.pt.2	In bindery	03/06/2009	12/02/2004		No	
<input type="checkbox"/>	6 v.2004.no.3.pt.1	In bindery	03/06/2009	12/01/2004		No	
<input type="checkbox"/>	7 v.2003.no.2.pt.12	In bindery	03/06/2009	12/12/2003		No	00001
<input type="checkbox"/>	8 v.2003.no.2.pt.11	In bindery	03/06/2009	12/11/2003		No	00001
<input type="checkbox"/>	9 v.2003.no.2.pt.10	In bindery	03/06/2009	12/10/2003		No	00001
<input type="checkbox"/>	10 v.2003.no.2.pt.9	Bound	03/06/2009	12/09/2003		Yes	
<input type="checkbox"/>	11 v.2003.no.2.pt.8	Bound	03/06/2009	12/08/2003		Yes	
<input type="checkbox"/>	12 v.2003.no.2.pt.7	Bound	03/06/2009	12/07/2003		Yes	
<input type="checkbox"/>	13 v.2003.no.2.pt.6	Bound	03/06/2009	12/06/2003		Yes	
<input type="checkbox"/>	14 v.2003.no.2.pt.5	Bound	03/06/2009	12/05/2003		Yes	
<input type="checkbox"/>	15 1999.Index	Item due	17/05/2000	17/05/2000		No	
<input type="checkbox"/>	16 v.1999.no.1.pt.12	Bound	03/06/2009	17/05/2000		Yes	
<input type="checkbox"/>	17 v.1999.no.1.pt.11	Bound	03/06/2009	17/04/2000		Yes	
<input type="checkbox"/>	18 v.1999.no.1.pt.10	Bound	03/06/2009	17/03/2000		Yes	
<input type="checkbox"/>	19 v.1999.no.1.pt.9	Bound	03/06/2009	17/02/2000		Yes	
<input type="checkbox"/>	20 v.1999.no.1.pt.8	Bound	03/06/2009	17/01/2000		Yes	
<input type="checkbox"/>	21 v.2000.no.2.pt.1	Item due	10/05/2000	10/05/2000		No	
<input type="checkbox"/>	22 2000.Index	Item due	10/05/2000	10/05/2000		No	
<input type="checkbox"/>	23 v.2000.no.1.pt.12	Item due	10/05/2000	10/05/2000		No	
<input type="checkbox"/>	24 v.2000.no.1.pt.11	Item due	10/04/2000	10/04/2000		No	
<input type="checkbox"/>	25 v.2000.no.1.pt.10	Item due	10/03/2000	10/03/2000		No	
<input type="checkbox"/>	26 v.2000.no.1.pt.9	Item due	10/02/2000	10/02/2000		No	

Done Local intranet 100%

Brief bibliographic data displays above the grid. This data is protected and includes the fields defined in the !Serial element/group profile record. Subscription number is also displayed.

Columns on the screen

Numbering – The enumeration is first followed by chronology in round brackets for each issue.

Status – Status can be Received, Returned, Claimed, Exp issue, Exp index, Exp suppl, Missing, In bindery, Bound, No action, Item due, Withdrawn, Microfilm, 6 optional, Not expected, No receipt. Please refer to section 367.7 – Issue status codes for details.

Date – Date associated with the current status.

Expected date – Date the issue is expected.

Last claim – The last claim field has several pieces of information.

Example 1: 1m:09 Sep 2005. The first number is the number of times the issue has been claimed. This example means that has been claimed once. Next is a letter 'm' or 's'. The 'm'

is for a missing issue claim and the 's' is for a stagnating subscription claim. This example means that the issue has been claimed 1 time for a missing issue. The ":" is a separator and is followed by the claim date.

Example 2: Tel:15 Jul 2004. The first part is 'Tel' which means the claim was done by telephone. The ":" is a separator and is followed by the claim date.

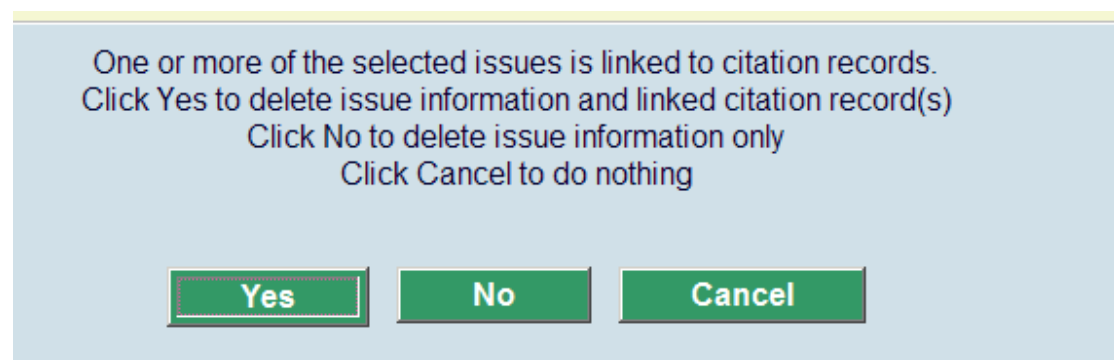
Barcoded – Field contains a "Yes or No" to determine whether the issue should be barcoded during the serials receiving process.

Binding unit: The binding unit that issues belong to.

Options on the screen

Delete an issue [D*] – This option allows you to delete an issue from the receipt list for this subscription and shelfmark set. If the issue is barcoded, the system will ask whether you also want to delete the barcode.

When issues are linked to citations, and these issues are selected for deletion, the system displays a warning. The message has three buttons:



Send issues to bindery: when you select this option, the system displays the "Send issues to bindery" screen showing all received issues that do not yet have the 'Bound' status and are not already barcoded. Please refer to section [321.3.3.1](#).

Bind/barcode issues: when you select this option, the system displays the "Binding units summary" screen. Please refer to section [321.3.5](#).

Invert display sequence: The Receipt information screen displays issue, index and then supplement information in reverse chronological order (i.e. most recent first). This option can be used to facilitate the discard process for older issues. When this option is selected, the Receipt information screen displays issue, index and then supplement information in chronological order (i.e. oldest first).

Invoice an issue [FA*] – This option allows you to invoice the subscription. Please refer to section [321.3.3.2](#).

Delete all: This option allows you to delete all issues from the receipt list for this subscription and shelfmark set. The system will prompt for confirmation.

321.3.3.1 Send issues to bindery

Send issues to bindery: when you select this option, the system displays the “Send issues to bindery” screen showing all received issues that do not yet have the ‘Bound’ status and are not already barcoded. From this screen, you select the issues that you wish to bind together and then update their statuses to ‘In bindery’. An overview screen will be displayed:

V-smart [2.0.01] - Windows Internet Explorer

Id: 1.23003/6848 User: Tineke Location: PNB/BD AFO: 321

V-smart Settings Exit

Navigation icons: back, forward, home, search, help, up, down

Title: Aeronautical journal : the "flying" experience [Periodical]
ISSN: 00019240
Imprint: UK, 1989 -
Subscription number : 32

Send issues to bindery - 2/1309

No	Numbering	Status	Date	Selected	Binding unit
<input type="checkbox"/>	1 v.2003.no.2.pt.12	Received	03/06/2009	No	
<input type="checkbox"/>	2 v.2003.no.2.pt.11	Received	03/06/2009	No	
<input type="checkbox"/>	3 v.2003.no.2.pt.10	Received	03/06/2009	No	
<input type="checkbox"/>	4 v.2003.no.2.pt.9	Received	03/06/2009	No	
<input type="checkbox"/>	5 v.2003.no.2.pt.8	Received	03/06/2009	No	
<input type="checkbox"/>	6 v.2003.no.2.pt.7	Received	03/06/2009	No	
<input type="checkbox"/>	7 v.2003.no.2.pt.6	Received	03/06/2009	No	
<input type="checkbox"/>	8 v.2003.no.2.pt.5	Received	03/06/2009	No	
<input type="checkbox"/>	9 v.1999.no.1.pt.12	Received	03/06/2009	No	
<input type="checkbox"/>	10 v.1999.no.1.pt.11	Received	03/06/2009	No	
<input type="checkbox"/>	11 v.1999.no.1.pt.10	Received	03/06/2009	No	
<input type="checkbox"/>	12 v.1999.no.1.pt.9	Received	03/06/2009	No	
<input type="checkbox"/>	13 v.1999.no.1.pt.8	Received	03/06/2009	No	
<input type="checkbox"/>	14 v.2003.no.2.pt.4	Received	25/07/2003	No	

Local intranet 100%

Options on the screen

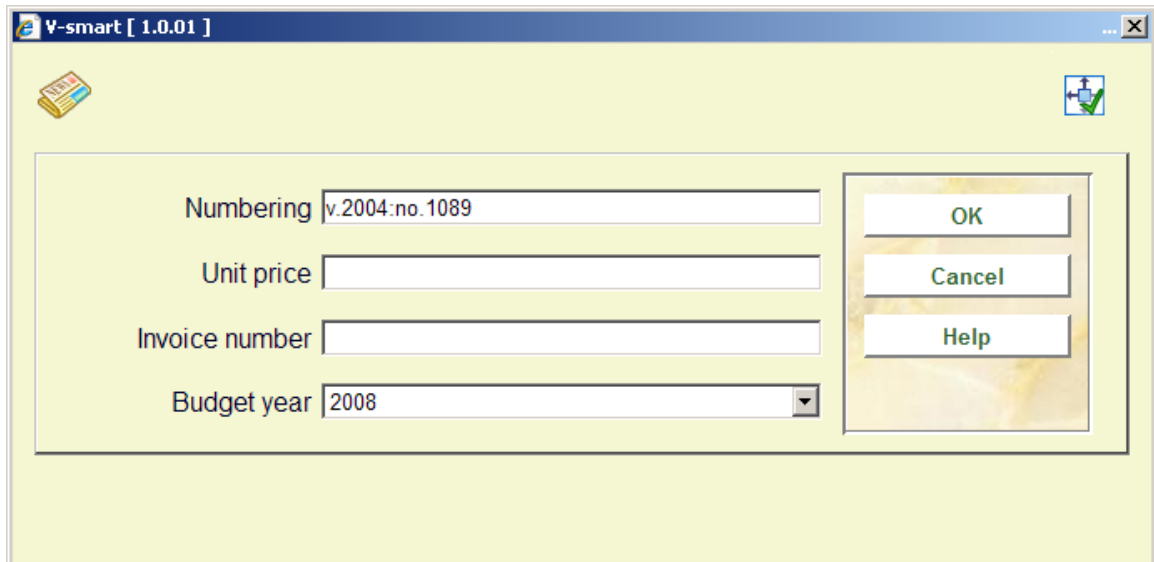
Select no.: Select the displayed issues you wish to bind together. You will see that the **Selected** column will toggle from No to Yes.

Update status: When you have finished your selections, use this option to change the status of the selected issues to ‘In bindery’. The Binding information form is displayed. Please refer to section [321.3.5](#).

Binding units: This option takes you to the summary screen with binding units. Please refer to section [321.3.5](#).

321.3.3.2 Invoicing an issue

From the **Receipt information** screen, select one of the displayed lines and then choose the **Invoicing an issue** option. The system displays the following form:



The screenshot shows a software window titled "V-smart [1.0.01]". Inside the window, there is a form with four input fields and three buttons. The "Numbering" field contains the text "v.2004:no.1089". The "Unit price" field is empty. The "Invoice number" field is empty. The "Budget year" field is a dropdown menu showing "2008". To the right of the form, there are three buttons: "OK", "Cancel", and "Help".

Fields on the screen

Numbering – Defaults from the select line on the **Receipt information** screen. You can change this field to indicate a range of issues if required.

Unit price – Enter the price of the issue or issues that you are invoicing.

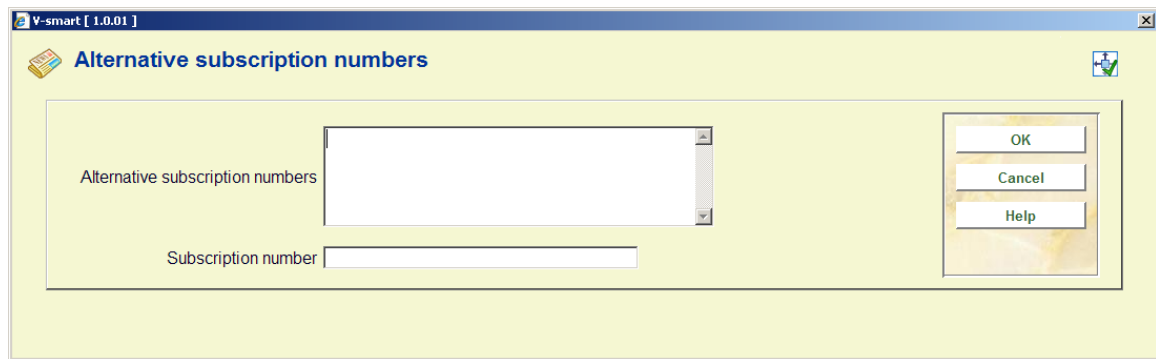
Invoice number – Enter the invoice number to be assigned.

Budget year – Enter the budget year to charge the invoice against (optional).

After you press **OK**, the system prompts for the individual discount, individual tax and settings for prorate flags to apply to the invoice detail line. After pressing **OK**, the system creates an invoice detail on the specified invoice and creates an invoiced receipt in the purchase order that is linked to this subscription.

321.3.4 Alternative subscription numbers

From the **Subscription general data** screen, select the **Alternative subscription number** option. The system displays the **Alternative subscription numbers** screen.



Fields on the screen

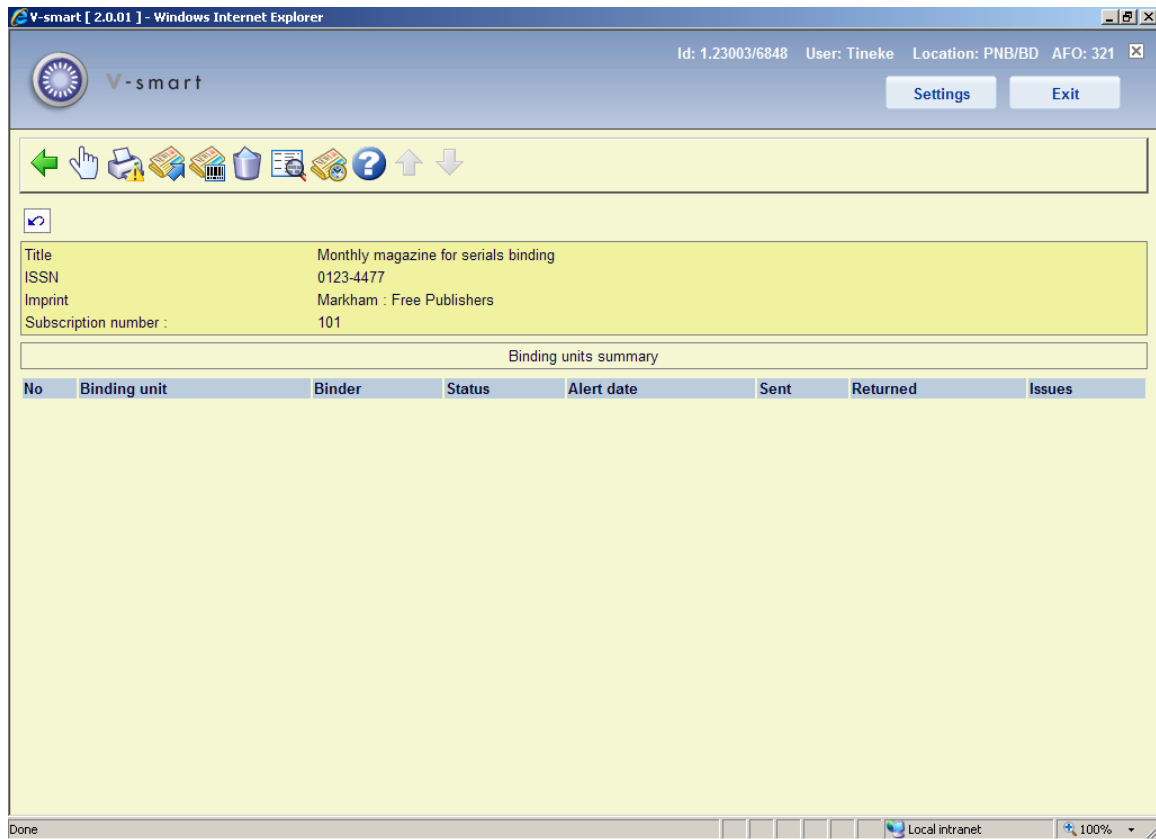
Alternative subscription numbers - multiple alternative subscription numbers may be entered separated by commas. These alternative subscription numbers are indexed (in the Alternative subscription number index) and only have to be unique within the subscription.

Subscription number – use this field when you want to change the original subscription number to a new number. The new number displays on any screen where the subscription number is displayed. Searching (using the Subscription number index) is possible using either number. The original and subsequent subscription numbers must be unique across the serials institution.

321.3.5 Binding

If you want to use the full binding functionality, you must first set up the binding information for a subscription. This is done via the option **General info** on the **Binding units summary** screen.

From the **Subscription general data** screen, select the **Binding** option. The system displays the **Binding units summary** screen.



Columns on the screen

Binding unit: number identifying a binding unit. A binding unit contains all of the issues that are sent to the binder to be bound together.

Binder: supplier (defined in AFO241).

Status: there are three possible statuses: Incomplete (binding unit does not contain the number of issues required to bind), Complete (binding unit contains the number of issues required to bind and all issues are received), Missing issues (binding unit contains the number of issues required to bind but some of the issues are not yet received).

Alert date: date that the binding alert was produced.

Sent: date that this binding unit was sent to the binder.

Returned: date that this binding unit was returned from the binder.

Issues: issues that are contained in this binding unit.

Options on the screen

Select no.: Choose one of the binding units displayed on the screen to display/update its details. Please refer to section [321.3.5.3.](#)

Print binding/alert slip: Use this option to reprint a binding alert or binding slip. If the binding unit has not yet been sent to the binder, a binding alert is produced. Otherwise, a binding slip is produced.

Send to bindery: Use this option to send a binding unit to the bindery. Please refer to section [321.3.5.2.](#)

Return from bindery: Use this option to receive bound issues back into the library from the bindery. Please refer to section [321.3.5.4.](#)

Delete binding unit: Use this option to delete a binding unit that does not contain the correct issues. The system will reset the statuses in each of the issues in the binding unit to "Received". The system will warn you if the binding unit has already been barcoded but will still allow you to delete the binding unit. Once the binding unit has been deleted, you can create a new binding unit containing the correct issues using the Send issues to bindery option on the Receipt information screen.

General info: This form contains general information and needs to be setup before the system can generate binding alerts. Please refer to section [321.3.5.1.](#)

Retrospective issues: Use this option to deal with issues that were either already out at the bindery or bound but not barcoded before the **General info** was defined. Please refer to section [321.3.5.5.](#)

321.3.5.1 General info

General info: This form contains general information and needs to be setup before the system can generate binding alerts. After selecting this option an input form will be displayed:

General binding details

Binding alert flag ☐

Description Issues - Issues

Issues in binding unit (# issues)

Binding delay (# issues)

Binder

Binding notes

Binding color

Staff notes

OK
Cancel
Help

http://nlbawqavubis/sm200qa/ClientBody.csp?ClientId=1.23003 Local intranet

Fields on the form

Binding alert flag: if set, this subscription should be bound and binding alerts will automatically be produced in Serials checkin. If this flag is not set, issues can still be bound using the Send issues to bindery option on the Receipt information screen but binding alerts and binding units will not automatically be created/updated by the system as issues are received in the system

Description: the type of holding of the issues that are to be bound

Issues in binding unit (# issues): number of issues that are to be bound together and make up a complete binding unit. Changing this field will only affect the current (incomplete) binding unit and any future binding units.

Binding delay(# issues): use this field to delay the production of a binding alert until after the specified number of issues is received. If left at zero (or null), the system will produce a binding alert to staff in Serials checkin as soon as the last issue of the binding unit is received (i.e. if Issues in binding unit is set to 6, when the sixth issue is received). If set to 1, the binding alert will not be produced until the first issue in the next binding unit is received.

Binder: supplier (defined in AFO 241) that that issues will be sent to

Binding notes: general notes to the binder about this subscription

Binding color: general details to the binder about the color of the binding for this subscription

Staff notes: include any internal notes that pertain to the binding of this subscription. i.e. if the binding unit should also contain the annual index.

Note

The Shelfmark set general form accessed from the Holdings statements for shelfmark sets screen also contains the fields: **# issues to bind**, **binding color** and **binding notes**. These fields are information only fields and are not related to the fields set up on this form.

Once this information has been defined, the subscription status information in the header of the **Subscription general data** screen will show that binding alerts are active:

Title	Monthly magazine for serials binding
ISSN	0123-4477
Imprint	Markham : Free Publishers
Subscription	101
Subscription status	Active - Active binding alert

321.3.5.2 Send to bindery The **Binding units summary** screen will display one or more units that are eligible for sending to binder:



Title	Monthly magazine for serials binding
ISSN	0123-4477
Imprint	Markham : Free Publishers
Subscription number :	101

Binding units summary								
	No	Binding unit	Binder	Status	Alert date	Sent	Returned	Issues
<input type="checkbox"/>	1	00002	Heinen (HEI - 1)	Incomplete				v.23:iss.1(2009:January)-v.23:iss.2(2009:February)
<input checked="" type="checkbox"/>	2	00001	Heinen (HEI - 1)	Complete	29/10/2009			v.22:iss.1(2008:January)-v.22:iss.12(2008:December)

Send to bindery: Use this option to send a binding unit to the bindery. After selecting this option an input form will be displayed:

Binding information

Binder

Binding notes

Binding color

Action

Description of material

Binding unit

Enumeration

Chronology

OK
Cancel
Help

http://nlbawqavubis/sm200qa/ClientBody.csp?ClientId=1,23004 Local intranet

Fields on the form

Binder: supplier (defined in AFO 241) that issues will be sent to (defaults from the General info).

Binding notes: general notes to the binder about this subscription (defaults from the General info).

Binding color: general details to the binder about the color of the binding for this subscription (defaults from the General info).

Action: action note to the binder relating specifically to this binding unit.

Description of material: free text description of the issues in this binding unit.

Binding unit: Select the correct binding unit from the dropdown list. If you do not select a binding unit, the system will create a new one.

Enumeration: numbering information for this binding unit.

Chronology: date information for this binding unit.

If any of the issues is already barcoded, you must first remove (delete) the barcodes. You can do this from the Receipt information screen, Item summary screen, etc.

If any of the issues in the binding unit is not yet received, the system displays a message that some of the issues are missing and asks if you still want to proceed. Click **OK** to continue.

The system displays the Binding information form. Make any necessary changes to the form and then click **OK** to send the binding unit to the bindery and produce a binding slip which can accompany the material to the binder.

The system updates the status of the issues in the binding unit to 'in bindery'.

321.3.5.3 Select line

Select no.: Choose one of the binding units displayed on the screen to display/update its details. After selecting this option an input form will be displayed:

Binding unit update - 00001 - Complete

Binder: 1.ACQ

Binding notes:

Binding color: brown

Action:

Description of material:

Enumeration:

Chronology:

Alert date: 29/10/2009

Sent date:

Return date:

Issues: v.22:iss.1(2008:January) - Received
v.22:iss.2(2008:February) - Received
v.22:iss.3(2008:March) - Received
v.22:iss.4(2008:April) - Received
v.22:iss.5(2008:May) - Received

OK
Cancel
Help

http://nlbawqavubis/sm200qa/ClientBody.csp?ClientId=1.23004 Local intranet

Fields on the form

Binder: supplier (defined in AFO 241) that issues will be sent to (defaults from the General info).

Binding notes: general notes to the binder about this subscription (defaults from the General info).

Binding color: general details to the binder about the color of the binding for this subscription (defaults from the General info).

Action: action note to the binder relating specifically to this binding unit.

Description of material: free text description of the issues in this binding unit.

Enumeration: numbering information for this binding unit.

Chronology: date information for this binding unit.

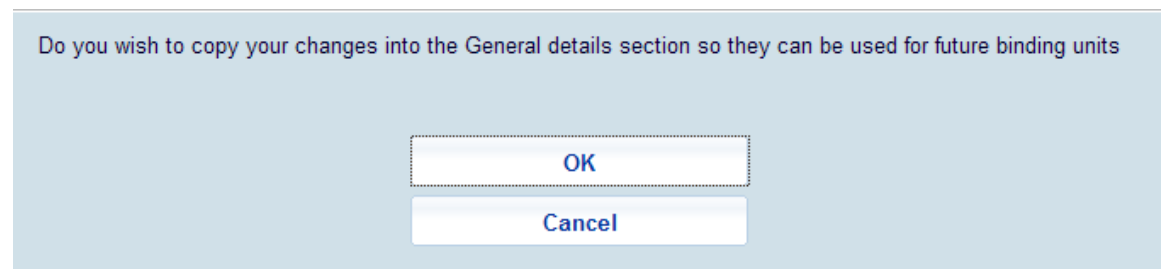
Alert date: date that the binding alert was produced.

Sent date: date that this binding unit was sent to the binder.

Return date: date that this binding unit was returned from the binder.


Issues: issues that are contained in this binding unit along with their statuses.

If you change information in the **Binder**, **Binding notes** or **Binding color** fields, the system displays a message:



321.3.5.4 Return from bindery

The **Binding units summary** screen will display one or more units that are eligible for returning from binder:



Title

Monthly magazine for serials binding

ISSN

0123-4477

Imprint

Markham : Free Publishers

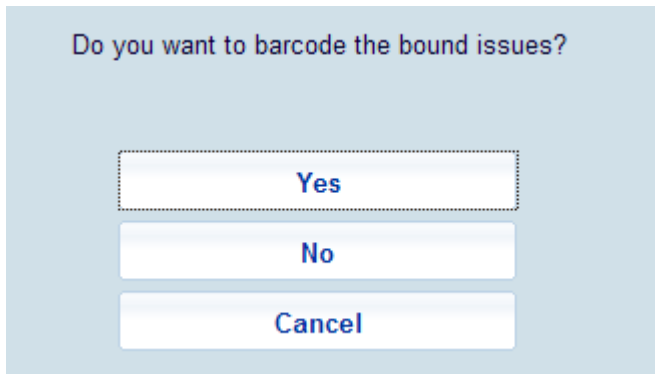
Subscription number :

101

Binding units summary

No	Binding unit	Binder	Status	Alert date	Sent	Returned	Issues
<input checked="" type="checkbox"/>	1 00003	Heinen (HEI - 1)	Complete		29/10/2009		v 22:iss. 1(2008:January)-v 22:iss. 12(2008:December)

Return from binder: Use this option to receive bound issues back into the library from the bindery. The system asks if you want to barcode the bound issues.



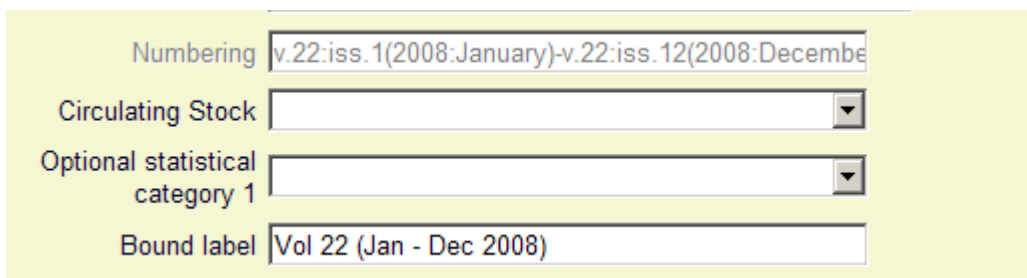
Do you want to barcode the bound issues?

Yes

No

Cancel

If you click **Yes**, the system will display the “Add a new item” form. After entering a barcode and clicking **OK** on this form, the system changes the status of the selected issues to ‘Bound’.



Numbering v.22:iss.1(2008:January)-v.22:iss.12(2008:December)

Circulating Stock

Optional statistical category 1

Bound label Vol 22 (Jan - Dec 2008)

A bound label can be assigned to a barcoded item when it is added to the system. This bound label displays instead of the enumeration and chronology of the parts (issues) attached to the barcode. When a barcoded item is added to the system that has the same parts as another barcode, the system will default the bound label from the other barcode. This feature allows for consistency of bound labels across a title.

If you answer **No** to the “Do you want to barcode the bound issues?” prompt, the system changes the status of the selected issues to ‘Bound’. If you answer **Cancel**, the system does nothing.

The system then redisplay the **Binding units summary** screen:

Title	Monthly magazine for serials binding						
ISSN	0123-4477						
Imprint	Markham : Free Publishers						
Subscription number :	101						
Binding units summary							
No	Binding unit	Binder	Status	Alert date	Sent	Returned	Issues
<input type="checkbox"/>	1 00003	Heinen (HEI - 1)	Complete		29/10/2009	29/10/2009	v.22:iss.1(2008:January)-v.22:iss.12(2008:December)

321.3.5.5 Retrospective issues

Retrospective issues: Use this option to deal with issues that were either already out at the bindery or bound but not barcoded before the **General info** was defined. After selecting this option a summary screen will be displayed:

					Id: 1.23004/6920 User: Tineke Location: PNB/BD AFO: 321				
					Settings Exit				
Title	Monthly magazine for serials binding								
ISSN	0123-4477								
Imprint	Markham : Free Publishers								
Subscription number :	101								
Add retrospective issues to binding unit - 2/3767									
No	Numbering	Status	Date	Selected					

Use the option **Select no.** to select the issues that you want to include in a binding unit. The value in the **Selected** column will toggle from No to Yes. When all of the issues for one binding unit are selected, use the option **Update status**. The system displays the Binding information form. Make any necessary changes to the form and then click **OK**. The system creates a new binding unit and marks the binding unit as already sent. No binding slip is produced. The new binding unit will then appear on the Binding units summary screen and can be returned from the bindery and barcoded.

321.4 Type of holding summary

Selecting one of groups 2 (Issues), 3 (Indexes) or 4 (Supplements) from the **Subscription general data** screen results in the system displaying a screen containing all of the type of holding/publication patterns currently connected to this subscription for the selected group (i.e. Issues, Indexes or Supplements field selected on the **Subscription general data** screen). For example, you might have a subscription that entitles you to the paper issues that are published monthly and the microfiche that is published annually. This subscription requires two different Issue type of holdings: Paper issues and Microfiche. Each of these type of holdings has its own publication and prediction pattern.

The screenshot shows the V-smart application running in a Windows Internet Explorer browser. The interface includes a header bar with the V-smart logo, user information (Id: 1.20013/3748, User: tineke, Location: PNB/BD, AFO: 321), and buttons for Settings and Exit. Below the header is a toolbar with various icons. The main content area displays bibliographic data for a subscription:

Title	Aeronautical journal : an experience [Periodical] -- SmithRichard
ISSN	00019240
Imprint	UK, 1989 -
Subscription	MC9999

Below the bibliographic data, there is a section titled "Type of holding summary - 2/1309 - issues". This section contains a table with the following columns: No, Description, OPAC label, and Caption/Labels.

No	Description	OPAC label	Caption/Labels
<input type="checkbox"/> 1	Issues	Issues	v.:no.

Brief bibliographic data displays above the grid. This data is protected and includes the fields defined in the !Serial element/group profile record. Subscription number is also displayed. Below is a grid containing the following information for each type of holding/publication pattern combination attached to this subscription.

Columns on the screen

Description – description (code) that identifies a specific type of holding on a title.

OPAC label – label that displays in the WebOpac as a prefix to the holding statement for this type of holding.

Captions/Labels – the captions/labels from the active publication pattern attached to this type of holding

Options on the screen

Add [I] – use this option to add a new type of holding/publication pattern to the subscription. Please refer to section [321.4.1](#).

Publication pattern [*] – select one of the displayed type of holding/publication patterns and click on this option to display the publication pattern, change the publication pattern or update the next expected information. Please refer to section [321.5](#).

Edit type of holding [T*] – select one of the displayed type of holding/publication patterns and click on this option to go to the **Update type of holdings** form to change **Description**, **OPAC label**, **Default for serials checkin** or **Compress holdings** flag. Please refer to section [321.4.2](#).

Delete [D*] – select one of the displayed type of holding/publication patterns and click on this option to delete the type of holding from the subscription. You are not allowed to delete a type of holding/publication pattern if there are receipts attached to the subscription.

Holdings statement [HS*] - select one of the displayed type of holding/publication patterns and click on this option to change the retrospective holdings statement, follow up statement or autogenerate flag for this type of holding/publication pattern on this subscription. When creating a summary holdings statement, the system will first display the **Retrospective statement**, then, if the **Automatically generate** statement flag is set, display the system generated holdings and then display the **Follow up statement**. Please refer to section [321.4.3](#).

Publication pattern history [PP*] – select one of the displayed type of holding/publication patterns and click on this option to see the history of publication pattern changes. Please refer to section [321.4.4](#).

321.4.1 Add type of holdings to a subscription

From the **Type of holding summary** screen, select the **Add** option. The system displays the **Add type of holdings** form.

Fields on the screen

Type – is a protected field and is carried over from the choice made on the **Subscription general data** screen.

The other fields on this form are divided into three sections by a _____ line.

Section 1 – allows you to link to a type of holding/publication pattern that already exists on this title.

Choose from an existing Type of holding – this is a dropdown list that contains all of the type of holdings already attached to other subscriptions on this title. Check to see if another staff member has already entered the publication pattern information you want. If so, select that entry and proceed to section 3 of this form.

Or

Section 2 – allows you to add a new type of holding/publication pattern to the current subscription. When you are finished, the new type of holding/publication pattern can be used by other staff members when they create other subscriptions for this title.

Create a new record – Select a valid type of holding from the dropdown list. This authority list (4223) is maintained via AFO 367. The description cannot have been used to describe any other type of holding records on this title.

OPAC label – Select a valid label for display in the WebOpac from the dropdown list, for the type of holding selected above. This authority list (4224) is maintained via AFO 367.

Default for serials checkin – if checked, this type of holding will be the one that is used as a default for receiving in serials.

Each serial can have attached to it a number of Types of Holdings, here you can define for the title what is the default type of holdings. I.e., what is received most often, this then is the type of holding that is first presented for checkin to the operators. If you do not define a default type of holding then the operator will be presented with a list of all of the types of holdings defined and then they choose which one they are checking in (provided there is more than one type to be checked in). If a type of holding is not marked as the default and there is only one type of holding defined then this is the defacto default and is presented for checkin on the receiving screen.

Choose a pattern template – this is a dropdown list of publication pattern templates that are shared across titles. Pattern templates include labelling, numbering and publication regularity information. The entries in this dropdown list are the result of saving certain patterns with the option Save as template. Please refer to section [321.5.3](#) for an explanation of this option.

Section 3 – allows you to enter information that controls the holdings statement that is produced for this type of holding/publication pattern on this subscription. When creating a summary holdings statement, the system will first display the Retrospective statement, then, if the Automatically generate statement flag is set, display the system generated holdings and then display the Follow up statement.

Retrospective statement – enter a retrospective note summarising what you already hold for this subscription. Enter a carriage return to force a new line within the retrospective statement. This field is optional.

Automatically generate – if checked, the system will automatically build a holdings statement when issues are received, moved to a new location, etc.

Follow up statement - enter a follow up note. Enter a carriage return to force a new line within the follow up statement. This field is optional.

Use for compressed WebOpac display: If you wish to show a retrospective (and/or followup statement) when holdings statements are compressed, you must choose which shelfmark set contains the retrospective statement that you wish to display. You can only set the flag on one shelfmark set for each type of holding (i.e select one shelfmark set for Vols and select a different one for Issues). If you already have the flag set in one shelfmark set and then update the flag in another set (for the same type of holding), the system automatically turns off the flag in the original shelfmark set.

With the **Use for compressed WebOpac display** flag set in the Holdings statement form, the WebOpac display changes to display the retrospective and/or followup statement along with the compressed holdings statement.

You can easily see which shelfmark set has the flag set by looking at the **Compressed** column on the Holdings statement for shelfmark sets screen:

V-smart [1.0.01] - Windows Internet Explorer

Id: 1.20002/2364 User: tineke Location: PNB/BD AFO: 321

V-smart Settings Exit

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☑

Title Aeronautical journal : an experience [Periodical] -- SmithRichard
 ISSN 00019240
 Imprint UK, 1989 -

Holdings statement for shelfmark sets

No	Shelfmark	Format	Type	OPAC label	Holdings statement	Compressed
<input checked="" type="checkbox"/>	1 BD J JOURNAL		Issues2	Issues		No
<input type="checkbox"/>	2 BD J JOURNAL		Issues	Issues	Library has older volumes on microfiche. v.2003:no.1078,v.2004:no.1089	No
<input type="checkbox"/>	3 BD J JOURNAL		Issues2	Issues		Yes
<input type="checkbox"/>	4 BD J JOURNAL		Issues	Issues	2002,1061 ; 2002,1062 ; 2002,1063 ; 2002,1064 2002,1066 ; 2002,1067 ; 2002,5,Autumn ; 2002,5,Winter 2003,1068 ; 2003,1069 ; 2003,1070 ; 2003,1071 Various issues from the years 2001, 2002 and 2003. +2003,1072 v.2002:no.1065 Retro for vols v1. - v.3. v.61:no.1 - present Missing issues: v.61:no.7,v.61:no.8,v.62:no.3,v.62:no.7 Library holds issues prior to 2000 on microfiche.	No
			Vols	Vols		No
<input type="checkbox"/>	5 BD J JOURNAL		Issues2	Issues		No

After pressing the **OK** button, the system displays the **Publication pattern** screen. If you had not selected a **Pattern template** out of the list, the system displays the **Edit publication pattern** form.

321.4.2 Update type of holdings

From the **Type of holding summary** screen, select the **Edit type of holding** option. The system displays the **Update type of holdings** form.

V-smart [1.0.01]

Update type of holdings

Type: Issues

Description: Issues

OPAC label: Issues

☐ Default for serials checkin

☒ Compress holdings

OK

Cancel

Help

Fields on the screen

Type - is a protected field and is carried over from the choice made on the **Subscription general data** screen.

Description – enter a unique description for the type of holding. The description cannot already be used to describe another type of holding record on this title.

OPAC label – enter the label that displays in the WebOpac for this type of holding.

Default for serials checkin – if checked, this type of holding will be the one that is used as a default for receiving in serials.

Compress holdings - Indicates whether the holdings data can be compressed or expanded by computer algorithm. If checked, holdings statements will include ranges of held issues (i.e. v.1-v.5). If left unchecked (or in the case of Indexes), holdings statements will include a list of each held issue (i.e. v.1,v.2,v.3,v.4,v.5). When you toggle the setting of this field, the system regenerates all automatically generated holdings statements on this title that use the current type of holding.

321.4.3 Update holdings statement

From the **Type of holding summary** screen, select the **Holdings statement** option. The system displays the **Holdings statement** form.

Fields on the screen

Description – this field is protected and contains the type of holding description.

System generated holdings – this field is protected and, if the **Automatically generate** flag is set, displays the holdings statement generated by the system.

Retrospective statement – enter a retrospective note summarising what you already hold for this subscription. Enter a carriage return to force a new line within the retrospective statement. This field is optional.

Automatically generate – if checked, the system will automatically build a holdings statement when issues are received, moved to a new location, etc.

Follow up statement - enter a follow up note. Enter a carriage return to force a new line within the follow up statement. This field is optional.

Use for compressed WebOpac display: If you wish to show a retrospective (and/or followup statement) when holdings statements are compressed, you must choose which shelfmark set contains the retrospective statement that you wish to display. You can only set the flag on one shelfmark set for each type of holding (i.e select one shelfmark set for Vols and select a different one for Issues). If you already have the flag set in one shelfmark set and then update the flag in another set (for the same type of holding), the system automatically turns off the flag in the original shelfmark set.

With the **Use for compressed WebOpac display** flag set in the Holdings statement form, the WebOpac display changes to display the retrospective and/or followup statement along with the compressed holdings statement.

When the system displays a summary holdings statement it formats it to include the contents of the **Retrospective statement** field, the **System generated holdings** field and the **Follow up statement** field. Each field begins on a new line.

321.4.4 Publication pattern history

From the **Type of holding summary** screen, select the **Publication pattern history** option. The system displays the **Publication pattern history** form. This form contains a grid that displays the changes in the Publication pattern that have resulted from the use of the **Copy** command.

No	Description	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7	Level 1	Level 2	Level 3	Level 4	Status	Frequency code	Frequency notes	Date range
<input type="checkbox"/>	1 Afleveringen v.	iss.							(Year)	(Month)			Active	m - Monthly	arrives monthly	valid from 01-01-2009
<input type="checkbox"/>	2 Afleveringen v.	iss.							(Year)	(Month)			Inactive	m - Monthly	arrives monthly	valid until 01-01-2009

Each line of the grid describes a publication pattern including its type of holding description, enumeration level captions, chronology level captions, status, frequency and frequency notes, as well as the date range.

The first line is always the current, active publication pattern. Subsequent lines describe publication pattern changes starting with most recent and working backwards. A separate holdings statement is created for each change in publication pattern.

321.5 Publication pattern detail

From the **Type of holding summary** screen, select the **Publication pattern** option. The system displays the **Publication pattern** screen.

V-smart [1.0.01] - Windows Internet Explorer

Id: 1.20013/3748 User: tineke Location: PNB/BD AFO: 321

V-smart [Settings](#) [Exit](#)

← ↻ 🔍 📄 📋 ⚙️ ? ⬆️ ⬇️

Title: Aeronautical journal : an experience [Periodical] -- SmithRichard
 ISSN: 00019240
 Imprint: UK, 1989 -

Publication pattern- 2/1309

1 Holding Type
 Description: Issues
 OPAC label: Issues
 Supplier reference number:

2 General
 Status: Active
 Enumeration: Level 1
 Captions: v.
 Enumeration code: NUM
 # of parts: 12
 Numbering code: C
 Chronology: Level 1
 Captions:
 Chronology code:
 Base level: 2
 Frequency: m - Monthly
 Frequency notes:
 Auto predict: Yes
 Compress holdings: Yes
 Date range:

3 Regularity Pattern
 Code: 2 - Months-based
 JA - 1
 FE - 1
 MR - 1
 AP - 1
 MA - 1
 JN - 1
 JL - 1
 AU - 1
 SE - 1
 OC - 1
 NO - 1
 DE - 1
 First issue: 22

The Publication pattern screen consists of four groups:

1. **Holding Type** – selecting this option allows you the enter/update the supplier reference number, captions, numbering, valid predictions, etc associated with this publication pattern.
2. **General** – selecting this option allows you the enter/update the supplier reference number, captions, numbering, valid predictions, etc associated with this publication pattern.
3. **Regularity pattern** – selecting this option allows you to enter/change the regularity pattern for this publication. Regularity pattern includes when the title is published and what pattern the publication follows.
4. **Next expected** – selecting this option allows you to enter/update the next expected information and view predictions.

Options on the screen

Back [<esc>] – saves the publication pattern and returns to the previous screen.

Selection [*] - select one of the four displayed groups and click on this option to display/update the information in this group. Please refer to section [321.5.1](#).

Delete [S] – delete this publication pattern.

Undo [C] – undo changes that you have made to this publication pattern since the last time you saved it.

Show bib [G] – displays the record editor form in read-only mode for the current title.

Copy publication pattern [K] – use this option to copy the current publication pattern before making changes. The result is that any historic receipts will retain the numbering and caption information from the original publication pattern. Any next expected or future receipts will use the numbering and caption information from the new publication pattern. You should only use this option if you need to retain the old publication pattern information. Please refer to section [321.5.2](#).

Save as template [P] – use this option to share publication patterns with other users. The system prompts with the **Save as template** form. Please refer to section [321.5.3](#).

Predictions [V] - selecting this option allows you to enter/update the next expected information and view predictions. It is the same as selecting Group 4 – Next expected for editing. Please refer to section [321.5.1.3](#).

For examples of publication patterns, please refer to section [321.5.4](#).

321.5.1 Modifying publication patterns

321.5.1.1 Modifying Holding type and General groups

Selecting Group 1 (Holding type) or Group 2 (General) from the **Publication pattern** screen results in the system displaying the **Edit publication pattern** form.

Edit publication pattern

Description

Supplier number

Status

Enumeration	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7
Captions	v.	no.					
Enumeration code (*)	NUM	NUM					
Number of parts		12					
Numbering code (*)		C					

Chronology	Level 1	Level 2	Level 3	Level 4
Captions				
Chronology code (*)				

Base level

Frequency

Frequency notes
☒ Auto predict

☒ Compress holdings

Date range

OK

Cancel

Help

Fields on the screen

Description – description field from the type of holding record.

Supplier number – the supplier's reference number can be entered on this form only if it was not assigned at the subscription level. In the case that it is added at this level, an index search using the supplier reference number will be able to determine the type of holding that is being received.

Status – Active – the publication pattern is active. Inactive – the publication pattern has been superseded and is no longer in use.

Enumeration – defines the numbering of the predicted issues. The system allows you to define seven levels of enumeration. For each level, there are four fields that work together to define how the numbering is predicted.

1. **Captions** –specify a caption for each level you want to use. Make sure you include punctuation. Most patterns have at least one level. Enclose this text in round brackets or square brackets to suppress the display of the text when enumeration is displayed. Enclose this text in curly brackets if you do not wish to see the information for a particular level display at all when predictions are displayed. In this situation, the enumeration level is created to allow accurate predictions but you do not want to include this level when the predicted issues display. For example, if you have a publication with numbering that includes two numbers (i.e. v. and no.) and you want to predict 2 subsequent issues with the same enumeration and differing chronology, create a third level of enumeration (i.e. pt.) and enclose the caption with curly brackets, set the number of parts to 2 and set the numbering code to reset. The system will predict something similar to the following: v.23:no.2(2003:February), v.23:no.2(2003:March), v.23:no.3(2003:April).

2. **Enumeration code (*)** – defines whether the predicted numbering at the selected level is a number, alphabetic, roman numeral or a constant. Select F8 (or type in ?L) to see and choose from the list of valid codes. Enumeration codes are defined in section 367.2.8.

3. **Number of parts** – defines how many units at the selected level make up the higher level. Used by the system when predicting issues, for determining when to increment the next higher level's counter. Specify a number for each level of enumeration except the first. In the example, twelve no. (issue) units make up one v. (volume).

4. **Numbering code (*)** – defines whether numbering at the selected level increments indefinitely or restarts when the next highest unit increments. For example, after v.25:iss.12 is received, should the system predict v.26:iss.13 (continuous) or v.26:iss.1 (restart/reset). Select F8 (or type in ?L) to see and choose from the list of valid codes. Numbering codes are defined in section 367.2.7.

Chronology – date information that identifies the published issue. The system allows you to define up to four levels of chronology. For each level, there are two fields that work together to define how the date information is predicted.

1. **Captions** – Enter the caption or label. Enclose this text in round brackets or square brackets to suppress the display of the text when chronology is displayed. For example, (year.) (mo.) (d.) is replaced by 2005:NOV:15. Used by the system as entry prompts and display in holdings statements, parts lists, and serials holdings display.

2. **Chronology code (*)** – Specify a Chronology Code. Specifies the kind of chronological data at this chronology level; e.g. year (YYYY format), month (MMM format), date (MM/DD/YY format). Select F8 (or type in ?L) to see and choose from the list of valid codes. Used by the system to generate data in holdings statements and to edit-check data entered by the user. Chronology codes are defined in section 367.2.5.

Base level - The base enumeration level usually the lowest level but in some month-based patterns the next-to-lowest level. Used by the system when predicting issues, for determining whether a change in month should reset the numbering. The numbering of the lowest and next-to-lowest levels are also affected by the lowest level's Numbering code and Number of parts.

- Setting the Base level to the lowest level - If you set the Base level to the lowest level (such as 2 in the sample screen), then a change in month will not automatically reset the lowest level's numbering. If the lowest level's Numbering code is continuous, then the level's numbering continues to increase indefinitely. If the code is restart/reset, then the level's numbering is reset every M issues (where M = number of parts). In either case, the next higher level's numbering is incremented every M issues.

- Setting the base level to the next-to-lowest level - If you set the Base level to the next-to-lowest level (such as 2 in the 3-level serial), then the system can handle patterns with different numbers of issues published each month. If the lowest level's Numbering code is continuous, then that level's numbering increases indefinitely. If the code is restart/reset, then that level's numbering is reset each time a new month begins (or

every M issues, whichever comes first). In either case, the next higher level's numbering is incremented each time a new month begins (or every M issues, whichever comes first).

Frequency – Describes the frequency of publication and is selected from either the frequency code list from the MARC21 or UNIMARC standard. These codes are for information purposes only with the exception of five codes which are interpreted by the system: biennial – repeat regularity pattern every 2 years, triennial – repeat regularity pattern every 3 years, quadrennial – every 4 years, quinquennial – every 5 years and decennial – every 10 years. The system uses this information when predicting the years of expected issues. Frequency codes are defined in section 367.9.

Frequency notes – A note about the publication pattern. For example, Monthly with an extra issue in May and October; 14 issues per volume and continuously incrementing issue numbers.

Autopredict – If checked, the system predicts the enumeration, chronology, and expected receipt dates. Predictions display on the View predictions form. Leave unchecked if the pattern is too erratic to predict. The Numbering that you define on the Serial predictions form will be repeated for all expected issues.

Compress holdings – Indicates whether the holdings data can be compressed or expanded by computer algorithm. If checked, holdings statements will include ranges of held issues (i.e. v.1-v.5). If left unchecked (or in the case of Indexes), holdings statements will include a list of each held issue (i.e. v.1,v.2,v.3,v.4,v.5)..

Date range - range of enumeration and chronology to which the pattern applies. For example, Vol.23 No.2- (1991:February-)for a pattern whose prediction start issue was the February 1991 issue. Before you use the Copy option to inactivate the current publication pattern and create a new active publication pattern, you may add the closing issue's enumeration and chronology here. This information is stored but not otherwise used by the system.

321.5.1.2 Entering/changing regularity pattern

When entering a new publication pattern or after selecting the **Change code** button on the **Regularity pattern group** form, the **Publication pattern regularity** form displays.

V-smart [1.0.01]

Publication pattern regularity

Regularity code: 0 - Days-based

- 0 - Days-based
- 1 - Seasons-based
- 2 - Months-based
- 3 - Erratic
- 4 - Defined by user

OK

Cancel

Help

Change code

Fields on the screen

Regularity code - describes the publication regularity: month-based, season-based, day-based (week-based), erratic, or user-defined.

After you press **OK**, the system displays additional fields for detailed information so that it can predict the serial's publication dates accurately. The system displays different detail fields for the different **Regularity codes** except that month-based and season-based types are treated identically.

1. Regularity pattern group based on months or seasons:

Editing publication pattern - Regularity pattern group - based on months

Code: 2 - Months-based

Pattern	JA	FE	MR	AP	MA	JN	JL	AU	SE	OC	NO	DE
	1	1	1	1	1	1	1	1	1	1	1	1

First issue: 22

Days btn issues: 0

Base level: 2

Calendar change: 01

OK

Cancel

Help

Change code

Clear pattern

Pattern – number of issues published each month of the year. Answer 0 for months in which no issues are published. The system defaults to 1 for each month. Use the **Clear pattern** button to reset all of the months to 0.

First issue – Day on which the first issue of each month is published. For example, 1 indicates the 1st day of each month in which issues are published.

Days btn issues – Number of days between issues in the months during which more than 1 issue is published. For example, 14 indicates 14 days — if the first issue date is the 1st and

there are 2 issues published in the month, then the predicted second issue date will be the 15th. This field has no effect if none of the months have more than 1 issue published. If more issues are predicted in the month than can fit, then the final issues will be predicted on the last day of the month. For example, if the First issue date is the 5th but there are 3 issues published in November, then the predicted issue dates will be the 5th, 19th, and 30th.

Base level - The base enumeration level — usually the lowest level but in some month-based patterns the next-to-lowest level. Used by the system when predicting issues, for determining whether a change in month should reset the numbering. The numbering of the lowest and next-to-lowest levels are also affected by the lowest level's Numbering code and Number of parts.

- **Setting the Base level to the lowest level** - If you set the Base level to the lowest level (such as 2 in the sample screen), then a change in month will not automatically reset the lowest level's numbering. If the lowest level's Numbering code is continuous, then the level's numbering continues to increase indefinitely. If the code is restart/reset, then the level's numbering is reset every M issues (where M = number of parts). In either case, the next higher level's numbering is incremented every M issues.
- **Setting the base level to the next-to-lowest level** - If you set the Base level to the next-to-lowest level (such as 2 in the 3-level serial), then the system can handle patterns with different numbers of issues published each month. If the lowest level's Numbering code is continuous, then that level's numbering increases indefinitely. If the code is restart/reset, then that level's numbering is reset each time a new month begins (or every M issues, whichever comes first). In either case, the next higher level's numbering is incremented each time a new month begins (or every M issues, whichever comes first).

Calendar change - Only affects predictions if the lowest level of enumeration is defined as using a continuous Numbering code. Can be defined to force the next higher level of enumeration to increment at specific month(s) (MM format) or specific date(s) (MMDD format); for example, 04,10 forces the next highest level of enumeration to increment in April and October while the numbering in the continuous enumeration level continues to increase.

2. Regularity pattern group based on daily/weekly:

Editing publication pattern - Regularity pattern group - based on daily/weekly

Code:

Pattern	SU	MO	TU	WE	TH	FR	SA
		1	1	1	1	1	1

Repeat cycle (in weeks):

Base level:

Calendar change:

Buttons: OK, Cancel, Help, Change code, Clear pattern

Fields on the screen

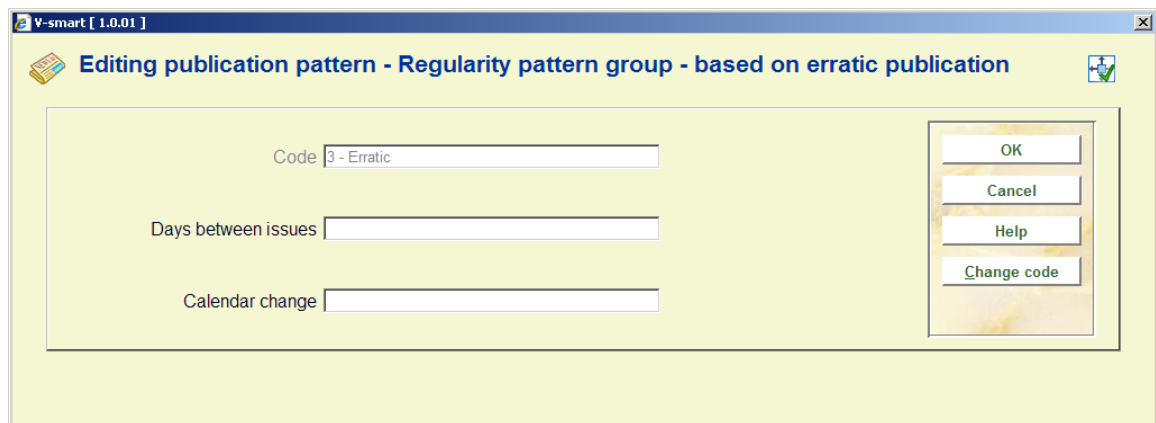
Pattern – Number of issues published each day of the week. Answer 0 for days on which no issues are published. The system defaults to 1 for each day. Use the **Clear pattern** button to reset all of the days to 0.

Repeat cycle (in weeks) - Number of weeks between the weeks in which issues are published. Examples: 1 means issue(s) are published every week; 2 means every second week; and so on.

Base level – see previous description.

Calendar change – see previous description.

3. Regularity pattern group based on erratic publication:



The screenshot shows a software window titled "Y-smart [1.0.01]" with a subtitle "Editing publication pattern - Regularity pattern group - based on erratic publication". Inside the window, there are three input fields: "Code" with the value "3 - Erratic", "Days between issues", and "Calendar change". To the right of these fields is a vertical stack of four buttons: "OK", "Cancel", "Help", and "Change code".

Fields on the screen

Days between issues – number of days between issues

Calendar change – see previous description.

4. Regularity pattern group based on user-defined publication dates:

Editing publication pattern - Regularity pattern group - based on user defined dates (MMDD)

Code: 4 - Defined by user

Dates published:

Base level: 2

Calendar change:

OK
Cancel
Help
Change code

Fields on the screen

Dates published – Publication dates of the issue. Enter the four digits (MMDD) for each publication date separated by comma. For the example above, the system will make predictions based on publication dates of January 1, January 15, May 6 and July 8.

Base level – see previous description.

Calendar change – see previous descriptions.

Use the **Change code** button to display the **Publication pattern regularity** form on which you can change the **Regularity code** for this publication pattern. Please refer to section [321.5.1.2](#).

321.5.1.3 Setting next expected issue and viewing predictions

Selecting Group 4 (Next expected) or the **Predictions** option from the **Publication pattern** screen results in the system displaying the **Serials predictions** form. This form allows you to enter/update next expected issue information and view predictions.

Serial predictions

v.	no.	(year)	(month) (*)
Numbering	22	7	2008 July

Start date: 01/07/2008

Prediction count: 1

Receipt delay: 0

OK
Cancel
Help
View pred
View/print pred

Fields on the screen

Numbering – Enter the starting enumeration/chronology for each level. For chronology fields that have chronology codes with valid predictions (i.e. months, days of week, seasons), you can press F8 (or type in ?L) to see a list of valid entries. In this case, the system will verify

that you enter a valid prediction in the field. Fields in which you can use F8 (or type in ?L) to see a list of valid entries are denoted by (*).

Start date – The starting issue's expected receipt date. Automatic prediction will begin with this issue.

CAUTION

If the pattern has a non-zero Receipt delay, be sure to use it in your calculation.

For example, if the sample serial had a receipt delay of –10 (days) because its issues arrive about 10 days before the cover date, then the Start date for the January issue should have been 12/22/1999 rather than 01/01/2000.

Prediction count – The starting issue's occurrence number within the month. The default is 1. Enter a number larger than 1 only if the Regularity pattern is month-based, season-based, or user-defined, and there is more than 1 issue published in the month. For example, if you have chosen the second issue of April of a semi-monthly serial as your starting issue, then the value for this field should be 2.

Receipt delay – Approximate number of days after the predicted publication date that receipt of the issue is expected. Use a minus sign if issues are expected before the publication date. Examples: specify 7 for issues expected about 7 days after their predicted publication dates; specify –61 for issues expected about two months before their publication date; and so on. For most patterns you can assign a 0 value.

This form has the following buttons:

- **OK** – save the information on the screen into the next expected issue for the subscription. The next expected issue information is updated for all subscriptions on this title that are active, with the same Ship to code and are linked to the current type of holding/publication pattern.
- **View pred** – the system displays 100 predictions (25 at a time) beginning at the **Numbering** and **Start date** defined on the **Serial predictions** form. Please refer to section [321.5.1.4](#).
- **View/print pred** – same as **View pred** button except the system will print out the list of predictions after you exit the **Serial predictions** form. Please refer to section [321.5.1.4](#).

321.5.1.4 View predictions

After choosing this option the **View predictions** form displays.

V-smart [1.0.01]

View predictions

No	Expected date	Enumeration	Chronology
<input type="checkbox"/> 1	01/07/2008	v.22.no.7	2008:July
<input type="checkbox"/> 2	22/08/2008	v.22.no.8	2008:August
<input type="checkbox"/> 3	22/09/2008	v.22.no.9	2008:September
<input type="checkbox"/> 4	22/10/2008	v.22.no.10	2008:October
<input type="checkbox"/> 5	22/11/2008	v.22.no.11	2008:November
<input type="checkbox"/> 6	22/12/2008	v.22.no.12	2008:December
<input type="checkbox"/> 7	22/01/2009	v.23.no.13	2009:January
<input type="checkbox"/> 8	22/02/2009	v.23.no.14	2009:February
<input type="checkbox"/> 9	22/03/2009	v.23.no.15	2009:March
<input type="checkbox"/> 10	22/04/2009	v.23.no.16	2009:April
<input type="checkbox"/> 11	22/05/2009	v.23.no.17	2009:May
<input type="checkbox"/> 12	22/06/2009	v.23.no.18	2009:June
<input type="checkbox"/> 13	22/07/2009	v.23.no.19	2009:July
<input type="checkbox"/> 14	22/08/2009	v.23.no.20	2009:August
<input type="checkbox"/> 15	22/09/2009	v.23.no.21	2009:September
<input type="checkbox"/> 16	22/10/2009	v.23.no.22	2009:October
<input type="checkbox"/> 17	22/11/2009	v.23.no.23	2009:November
<input type="checkbox"/> 18	22/12/2009	v.23.no.24	2009:December
<input type="checkbox"/> 19	22/01/2010	v.24.no.25	2010:January
<input type="checkbox"/> 20	22/02/2010	v.24.no.26	2010:February
<input type="checkbox"/> 21	22/03/2010	v.24.no.27	2010:March
<input type="checkbox"/> 22	22/04/2010	v.24.no.28	2010:April
<input type="checkbox"/> 23	22/05/2010	v.24.no.29	2010:May
<input type="checkbox"/> 24	22/06/2010	v.24.no.30	2010:June
<input type="checkbox"/> 25	22/07/2010	v.24.no.31	2010:July

OK

Cancel

Next

Columns on the screen

Expected date – this is the date that the system will expect the displayed issue

Enumeration – this is the numbering that the system will predict for the issue

Chronology – this is the chronology that the system will predict for the issue.

The system displays 100 predictions (25 at a time) beginning at the **Numbering** and **Start date** defined on the **Serial predictions** form.

This form has the following buttons:

- **OK** – select any entry from the grid and then press OK – the system returns you to the previous form.
- **Cancel** – return to the previous form.
- **Forward** – display the next 25 predictions.

- **Backward** – display the previous 25 predictions.

Printed predictions:

A sample of the printed output displays bibliographic key information, title, ISSN, subscription number, type of holding description and 100 predictions.

Database/bib key: 2/1792		
Title: Glass and Ceramics		
ISSN: 0361-7610		
Subscription number: 65		
Holding type: Issues		
Expected date	Enumeration	Chronology
01 Jan 2000	v.57:no.1	2000:January
15 Jan 2000	v.57:no.2	2000:January
01 Mar 2000	v.57:no.3	2000:March
15 Mar 2000	v.57:no.4	2000:March
01 May 2000	v.57:no.5	2000:May
15 May 2000	v.57:no.6	2000:May
01 Jul 2000	v.57:no.7	2000:July
15 Jul 2000	v.57:no.8	2000:July
01 Sep 2000	v.57:no.9	2000:September
15 Sep 2000	v.57:no.10	2000:September
01 Nov 2000	v.57:no.11	2000:November
15 Nov 2000	v.57:no.12	2000:November
01 Jan 2001	v.58:no.1	2001:January
15 Jan 2001	v.58:no.2	2001:January
01 Mar 2001	v.58:no.3	2001:March
15 Mar 2001	v.58:no.4	2001:March
01 May 2001	v.58:no.5	2001:May
15 May 2001	v.58:no.6	2001:May
01 Jul 2001	v.58:no.7	2001:July
15 Jul 2001	v.58:no.8	2001:July
01 Sep 2001	v.58:no.9	2001:September
15 Sep 2001	v.58:no.10	2001:September
01 Nov 2001	v.58:no.11	2001:November
15 Nov 2001	v.58:no.12	2001:November

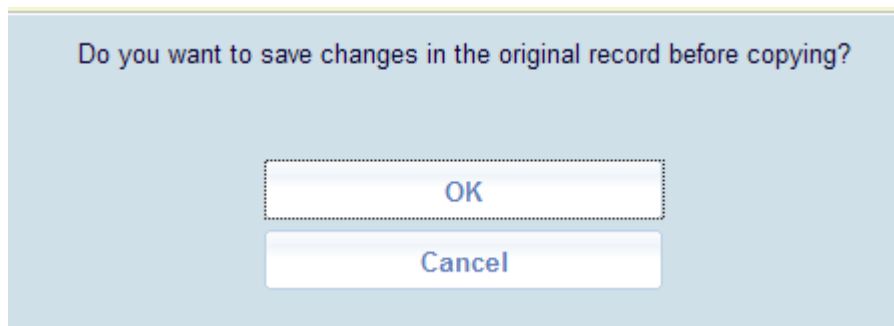
321.5.2 Publication pattern changes

Most publication pattern changes are accomplished by editing one of the four groups on the **Publication pattern** screen and then returning back to the previous screen. Simple changes to publication pattern such as issues are now published in February instead of March; the expected receipt delay has changed; the text of the enumeration term has been corrected are handled with a simple update.

In the case that the publisher changes the publication substantially (i.e. in such a way that labelling information changes or the number of levels changes), you may want to use the

Copy command to mark the current version of the publication pattern inactive and create a new active publication pattern into which you will make your changes. The old receipts are linked to the old pattern and any new receipts (including the next expected issue) are linked to the new pattern. The system closes off the summary holdings statement for the old pattern and begins a new separate summary holdings statement for the new pattern.

When you do copy a pattern the system asks if you want to retain information in the previous version:



Do you want to save changes in the original record before copying?

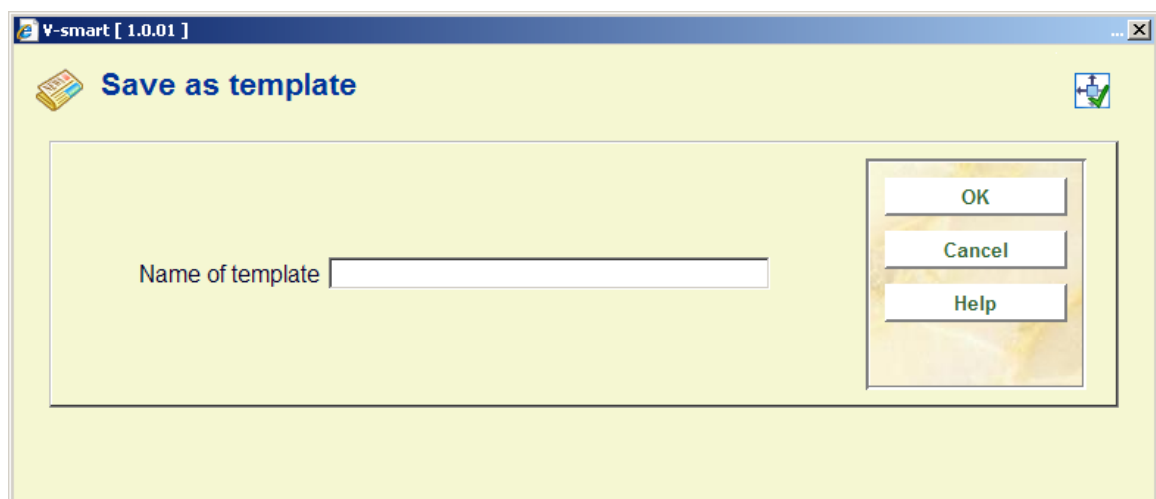
OK

Cancel

This can be useful if you have entered a date range for the previous version of the pattern. This information will show up in the publication pattern history display.

321.5.3 Creating pattern templates

From the **Publication pattern** screen, select the **Save as template** option. The system displays the **Save as template** form.



V-smart [1.0.01]

Save as template

Name of template

OK

Cancel

Help

Enter a unique name that will be helpful in identifying the contents of this template (i.e. Bimonthly). Your template will be available for other staff members to use when creating new publication patterns. Please refer to the **Choose a pattern template** field on the **Add type of holdings** form in Section [321.4.1](#).

Note

Templates are also maintained via AFO 367.

321.5.4 Examples of Publication patterns

The following screens illustrate some example patterns:

- biweekly. Refer to section [321.5.4.1](#).
- biweekly — with a receipt delay. Refer to section [321.5.4.2](#).
- semi-monthly — with a varying number of issues per month. Refer to section [321.5.4.3](#).
- semi-monthly — with a different start issue. Refer to section [321.5.4.4](#).
- quarterly. Refer to section [321.5.4.5](#).
- quarterly — with continuous numbering. Refer to section [321.5.4.6](#).
- annual supplement — with no enumeration. Refer to section [321.5.4.7](#).
- predicted erratic — with a non-predicted level of chronology. Refer to section [321.5.4.8](#).
- non-predicted erratic. Refer to section [321.5.4.9](#).
- third Wednesday of every month. Refer to section [321.5.4.10](#).
- annual supplement with roman numbering. Refer to section [321.5.4.11](#).
- continuous numbering with calendar change. . Refer to section [321.5.4.12](#).

321.5.4.1 Biweekly example

This pattern illustrates a serial with basic issues published every second Wednesday. There are 26 no's per v., and thus 1 v. per year.

Edit publication pattern

Description

Supplier number

Status

Enumeration	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7
Captions	v.	no.					
Enumeration code (*)	NUM	NUM					
Number of parts		26					
Numbering code (*)		R					

Chronology	Level 1	Level 2	Level 3	Level 4
Captions	(date)			
Chronology code (*)	DATE			

Base level

Frequency

Frequency notes

Received every second Wednesday

☒ Auto predict

☒ Compress holdings

Date range

OK

Cancel

Help

Editing publication pattern - Regularity pattern group - based on daily/weekly

Code

Pattern	SU	MO	TU	WE	TH	FR	SA
	0	0	0	1	0	0	0

Repeat cycle (in weeks)

Base level

Calendar change

OK

Cancel

Help

Change code

Clear pattern

Serial predictions

	v.	no.	(date)
Numbering	23	1	2008-01-02

Start date

Prediction count

Receipt delay

OK

Cancel

Help

View pred

View/print pred

V-smart [1.0.01]

View predictions

No	Expected date	Enumeration	Chronology
<input type="checkbox"/> 1	02/01/2008	v.23:no.1	2008-01-02
<input type="checkbox"/> 2	16/01/2008	v.23:no.2	2008-01-16
<input type="checkbox"/> 3	30/01/2008	v.23:no.3	2008-01-30
<input type="checkbox"/> 4	13/02/2008	v.23:no.4	2008-02-13
<input type="checkbox"/> 5	27/02/2008	v.23:no.5	2008-02-27
<input type="checkbox"/> 6	12/03/2008	v.23:no.6	2008-03-12
<input type="checkbox"/> 7	26/03/2008	v.23:no.7	2008-03-26
<input type="checkbox"/> 8	09/04/2008	v.23:no.8	2008-04-09
<input type="checkbox"/> 9	23/04/2008	v.23:no.9	2008-04-23
<input type="checkbox"/> 10	07/05/2008	v.23:no.10	2008-05-07
<input type="checkbox"/> 11	21/05/2008	v.23:no.11	2008-05-21
<input type="checkbox"/> 12	04/06/2008	v.23:no.12	2008-06-04
<input type="checkbox"/> 13	18/06/2008	v.23:no.13	2008-06-18
<input type="checkbox"/> 14	02/07/2008	v.23:no.14	2008-07-02
<input type="checkbox"/> 15	16/07/2008	v.23:no.15	2008-07-16
<input type="checkbox"/> 16	30/07/2008	v.23:no.16	2008-07-30
<input type="checkbox"/> 17	13/08/2008	v.23:no.17	2008-08-13
<input type="checkbox"/> 18	27/08/2008	v.23:no.18	2008-08-27
<input type="checkbox"/> 19	10/09/2008	v.23:no.19	2008-09-10
<input type="checkbox"/> 20	24/09/2008	v.23:no.20	2008-09-24
<input type="checkbox"/> 21	08/10/2008	v.23:no.21	2008-10-08
<input type="checkbox"/> 22	22/10/2008	v.23:no.22	2008-10-22
<input type="checkbox"/> 23	05/11/2008	v.23:no.23	2008-11-05
<input type="checkbox"/> 24	19/11/2008	v.23:no.24	2008-11-19
<input type="checkbox"/> 25	03/12/2008	v.23:no.25	2008-12-03


OK

Cancel

Next

321.5.4.2 Biweekly with receipt delay example

This pattern is almost the same as the biweekly sample pattern. The difference is that this biweekly serial is usually received a week after its cover date, and thus its Receipt delay is 7 days. A receipt delay must be defined because the expected and chronology dates are not the same. The Receipt delay field is on the Serial predictions screen. When the Receipt delay field is used, the Start date field also changes by the number of days defined in the receipt delay.


Edit publication pattern

Description

Supplier number

Status

Enumeration	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7
Captions	v.	no.					
Enumeration code (*)	NUM	NUM					
Number of parts		26					
Numbering code (*)		R					

Chronology	Level 1	Level 2	Level 3	Level 4
Captions	(date)			
Chronology code (*)	DATE			

Base level

Frequency


Frequency notes

☒ Auto predict

☒ Compress holdings

Date range

OK
 Cancel
 Help


Editing publication pattern - Regularity pattern group - based on daily/weekly

Code


Pattern	SU	MO	TU	WE	TH	FR	SA
	0	0	0	1	0	0	0

Repeat cycle (in weeks)

Base level

Calendar change

OK
 Cancel
 Help
 Change code
 Clear pattern


Serial predictions

	v.	no.	(date)
Numbering	23	1	2008-01-02

Start date

Prediction count

Receipt delay

OK
 Cancel
 Help
 View pred
 View/print pred

V-smart [1.0.01]

View predictions

No	Expected date	Enumeration	Chronology
<input type="checkbox"/> 1	09/01/2008	v.23:no.1	2008-01-02
<input type="checkbox"/> 2	23/01/2008	v.23:no.2	2008-01-16
<input type="checkbox"/> 3	06/02/2008	v.23:no.3	2008-01-30
<input type="checkbox"/> 4	20/02/2008	v.23:no.4	2008-02-13
<input type="checkbox"/> 5	05/03/2008	v.23:no.5	2008-02-27
<input type="checkbox"/> 6	19/03/2008	v.23:no.6	2008-03-12
<input type="checkbox"/> 7	02/04/2008	v.23:no.7	2008-03-26
<input type="checkbox"/> 8	16/04/2008	v.23:no.8	2008-04-09
<input type="checkbox"/> 9	30/04/2008	v.23:no.9	2008-04-23
<input type="checkbox"/> 10	14/05/2008	v.23:no.10	2008-05-07
<input type="checkbox"/> 11	28/05/2008	v.23:no.11	2008-05-21
<input type="checkbox"/> 12	11/06/2008	v.23:no.12	2008-06-04
<input type="checkbox"/> 13	25/06/2008	v.23:no.13	2008-06-18
<input type="checkbox"/> 14	09/07/2008	v.23:no.14	2008-07-02
<input type="checkbox"/> 15	23/07/2008	v.23:no.15	2008-07-16
<input type="checkbox"/> 16	06/08/2008	v.23:no.16	2008-07-30
<input type="checkbox"/> 17	20/08/2008	v.23:no.17	2008-08-13
<input type="checkbox"/> 18	03/09/2008	v.23:no.18	2008-08-27
<input type="checkbox"/> 19	17/09/2008	v.23:no.19	2008-09-10
<input type="checkbox"/> 20	01/10/2008	v.23:no.20	2008-09-24
<input type="checkbox"/> 21	15/10/2008	v.23:no.21	2008-10-08
<input type="checkbox"/> 22	29/10/2008	v.23:no.22	2008-10-22
<input type="checkbox"/> 23	12/11/2008	v.23:no.23	2008-11-05
<input type="checkbox"/> 24	26/11/2008	v.23:no.24	2008-11-19
<input type="checkbox"/> 25	10/12/2008	v.23:no.25	2008-12-03

OK

Cancel

Next

321.5.4.3 Semi-monthly example

This pattern illustrates a serial with basic issues normally published twice a month. However, a third issue is published in February and May, and no issues are published in March. The Base level is set to the next-to-lowest level of enumeration (2) so that the no. numbering is incremented at the beginning of each month even though the number of pt.'s varies from month to month. Because March is skipped, there are only 11 no.'s per v.

Refer to section [321.5.5](#) for additional illustrations of how numbering code, number of parts, calendar change and base level affect the predicted enumeration.

Edit publication pattern

Description

Supplier number

Status

Enumeration	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7
Captions	v.	no.	pt.				
Enumeration code (*)	NUM	NUM	ALPHA				
Number of parts		11	3				
Numbering code (*)		R	R				

Chronology	Level 1	Level 2	Level 3	Level 4
Captions	(year)	(month)		
Chronology code (*)	Y	ME		

Base level

Frequency

Frequency notes

Published twice in January, June to December, once in April and three times in February and May

☒ Auto predict

☒ Compress holdings

Date range

OK

Cancel

Help

Editing publication pattern - Regularity pattern group - based on months

Code

Pattern	JA	FE	MR	AP	MA	JN	JL	AU	SE	OC	NO	DE
	2	3	0	1	3	2	2	2	2	2	2	2

First issue

Days b/n issues

Base level

Calendar change

OK

Cancel

Help

Change code

Clear pattern

Serial predictions

	v.	no.	pt.	(year)	(month) (*)
Numbering	23	1	A	2008	January

Start date

Prediction count

Receipt delay

OK

Cancel

Help

View pred

View/print pred

V-smart [1.0.01]

View predictions

No	Expected date	Enumeration	Chronology
<input type="checkbox"/> 1	05/01/2008	v.23.no.1.pt.A	2008: January
<input type="checkbox"/> 2	15/01/2008	v.23.no.1.pt.B	2008: January
<input type="checkbox"/> 3	05/02/2008	v.23.no.2.pt.A	2008: February
<input type="checkbox"/> 4	15/02/2008	v.23.no.2.pt.B	2008: February
<input type="checkbox"/> 5	25/02/2008	v.23.no.2.pt.C	2008: February
<input type="checkbox"/> 6	05/04/2008	v.23.no.3.pt.A	2008: April
<input type="checkbox"/> 7	05/05/2008	v.23.no.4.pt.A	2008: May
<input type="checkbox"/> 8	15/05/2008	v.23.no.4.pt.B	2008: May
<input type="checkbox"/> 9	25/05/2008	v.23.no.4.pt.C	2008: May
<input type="checkbox"/> 10	05/06/2008	v.23.no.5.pt.A	2008: June
<input type="checkbox"/> 11	15/06/2008	v.23.no.5.pt.B	2008: June
<input type="checkbox"/> 12	05/07/2008	v.23.no.6.pt.A	2008: July
<input type="checkbox"/> 13	15/07/2008	v.23.no.6.pt.B	2008: July
<input type="checkbox"/> 14	05/08/2008	v.23.no.7.pt.A	2008: August
<input type="checkbox"/> 15	15/08/2008	v.23.no.7.pt.B	2008: August
<input type="checkbox"/> 16	05/09/2008	v.23.no.8.pt.A	2008: September
<input type="checkbox"/> 17	15/09/2008	v.23.no.8.pt.B	2008: September
<input type="checkbox"/> 18	05/10/2008	v.23.no.9.pt.A	2008: October
<input type="checkbox"/> 19	15/10/2008	v.23.no.9.pt.B	2008: October
<input type="checkbox"/> 20	05/11/2008	v.23.no.10.pt.A	2008: November
<input type="checkbox"/> 21	15/11/2008	v.23.no.10.pt.B	2008: November
<input type="checkbox"/> 22	05/12/2008	v.23.no.11.pt.A	2008: December
<input type="checkbox"/> 23	15/12/2008	v.23.no.11.pt.B	2008: December
<input type="checkbox"/> 24	05/01/2009	v.24.no.1.pt.A	2009: January
<input type="checkbox"/> 25	15/01/2009	v.24.no.1.pt.B	2009: January

OK

Cancel

Next

321.5.4.4 Semi-monthly with different start issue example

This pattern is the same as the semi-monthly pattern except that a different starting issue was selected at the Serials prediction form. Because we start with the third rather than first issue of the month, the Prediction count value is 3 rather than 1. Both the starting issue and the Prediction count are defined on the Serials prediction form.

Edit publication pattern

Description

Supplier number

Status

Enumeration	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7
Captions	v.	no.	pt.				
Enumeration code (*)	NUM	NUM	ALPHA				
Number of parts		11	3				
Numbering code (*)		R	R				

Chronology	Level 1	Level 2	Level 3	Level 4
Captions	(year)	(month)		
Chronology code (*)	Y	ME		

Base level

Frequency

Frequency notes

Published twice in January, June to December, once in April and three times in February and May

☒ Auto predict

☒ Compress holdings

Date range

OK

Cancel

Help

Editing publication pattern - Regularity pattern group - based on months

Code

Pattern	JA	FE	MR	AP	MA	JN	JL	AU	SE	OC	NO	DE
	2	3	0	1	3	2	2	2	2	2	2	2

First issue

Days b/n issues

Base level

Calendar change

OK

Cancel

Help

Change code

Clear pattern

Serial predictions

	v.	no.	pt.	(year)	(month) (*)
Numbering	23	2	C	2008	February

Start date

Prediction count

Receipt delay

OK

Cancel

Help

View pred

View/print pred

V-smart [1.0.01]

View predictions

No	Expected date	Enumeration	Chronology
<input type="checkbox"/> 1	05/02/2008	v.23: no. 2: pt. C	2008: February
<input type="checkbox"/> 2	05/04/2008	v.23: no. 3: pt. A	2008: April
<input type="checkbox"/> 3	05/05/2008	v.23: no. 4: pt. A	2008: May
<input type="checkbox"/> 4	15/05/2008	v.23: no. 4: pt. B	2008: May
<input type="checkbox"/> 5	25/05/2008	v.23: no. 4: pt. C	2008: May
<input type="checkbox"/> 6	05/06/2008	v.23: no. 5: pt. A	2008: June
<input type="checkbox"/> 7	15/06/2008	v.23: no. 5: pt. B	2008: June
<input type="checkbox"/> 8	05/07/2008	v.23: no. 6: pt. A	2008: July
<input type="checkbox"/> 9	15/07/2008	v.23: no. 6: pt. B	2008: July
<input type="checkbox"/> 10	05/08/2008	v.23: no. 7: pt. A	2008: August
<input type="checkbox"/> 11	15/08/2008	v.23: no. 7: pt. B	2008: August
<input type="checkbox"/> 12	05/09/2008	v.23: no. 8: pt. A	2008: September
<input type="checkbox"/> 13	15/09/2008	v.23: no. 8: pt. B	2008: September
<input type="checkbox"/> 14	05/10/2008	v.23: no. 9: pt. A	2008: October
<input type="checkbox"/> 15	15/10/2008	v.23: no. 9: pt. B	2008: October
<input type="checkbox"/> 16	05/11/2008	v.23: no. 10: pt. A	2008: November
<input type="checkbox"/> 17	15/11/2008	v.23: no. 10: pt. B	2008: November
<input type="checkbox"/> 18	05/12/2008	v.23: no. 11: pt. A	2008: December
<input type="checkbox"/> 19	15/12/2008	v.23: no. 11: pt. B	2008: December
<input type="checkbox"/> 20	05/01/2009	v.24: no. 1: pt. A	2009: January
<input type="checkbox"/> 21	15/01/2009	v.24: no. 1: pt. B	2009: January
<input type="checkbox"/> 22	05/02/2009	v.24: no. 2: pt. A	2009: February
<input type="checkbox"/> 23	15/02/2009	v.24: no. 2: pt. B	2009: February
<input type="checkbox"/> 24	25/02/2009	v.24: no. 2: pt. C	2009: February
<input type="checkbox"/> 25	05/04/2009	v.24: no. 3: pt. A	2009: April

OK

Cancel

Next

321.5.4.5 Quarterly example

This pattern illustrates a serial with basic issues published 4 times a year: in February, May, August, and November. Also notice that each v. begins in May rather than with the first issue of the calendar year. The Chronology Code *Q-APR* was set up by the library for serials whose first quarter is April to June rather than January to March.

V-smart [1.0.01]

Add/Update chronology code

Code

Wording [dut]

Wording [eng]

Wording [fre]

Type

Date format

Valid predictions

Combined year format

Combined year separator

OK

Cancel

Help

Edit publication pattern

Description

Supplier number

Status

Enumeration	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7
Captions	v.	no.					
Enumeration code (*)	NUM	NUM					
Number of parts		4					
Numbering code (*)		R					

Chronology	Level 1	Level 2	Level 3	Level 4
Captions	(year)	(quarter)		
Chronology code (*)	A	Q-APR		

Base level

Frequency

Frequency notes

Auto predict ☒

Compress holdings ☒

Date range

OK

Cancel

Help

Editing publication pattern - Regularity pattern group - based on months

Code

Pattern	JA	FE	MR	AP	MA	JN	JL	AU	SE	OC	NO	DE
	0	1	0	0	1	0	0	1	0	0	1	0

First issue

Days b/n issues

Base level

Calendar change

OK

Cancel

Help

Change code

Clear pattern

Serial predictions

	v.	no.	(year)	(quarter) (*)
Numbering	23	4	2007	fourth quarter

Start date

Prediction count

Receipt delay

OK

Cancel

Help

View pred

View/print pred

V-smart [1.0.01]

View predictions

No	Expected date	Enumeration	Chronology
<input type="checkbox"/> 1	15/02/2007	v.23.no.4	2007:fourth quarter
<input type="checkbox"/> 2	15/05/2007	v.24.no.1	2007:first quarter
<input type="checkbox"/> 3	15/08/2007	v.24.no.2	2007:second quarter
<input type="checkbox"/> 4	15/11/2007	v.24.no.3	2007:third quarter
<input type="checkbox"/> 5	15/02/2008	v.24.no.4	2008:fourth quarter
<input type="checkbox"/> 6	15/05/2008	v.25.no.1	2008:first quarter
<input type="checkbox"/> 7	15/08/2008	v.25.no.2	2008:second quarter
<input type="checkbox"/> 8	15/11/2008	v.25.no.3	2008:third quarter
<input type="checkbox"/> 9	15/02/2009	v.25.no.4	2009:fourth quarter
<input type="checkbox"/> 10	15/05/2009	v.26.no.1	2009:first quarter
<input type="checkbox"/> 11	15/08/2009	v.26.no.2	2009:second quarter
<input type="checkbox"/> 12	15/11/2009	v.26.no.3	2009:third quarter
<input type="checkbox"/> 13	15/02/2010	v.26.no.4	2010:fourth quarter
<input type="checkbox"/> 14	15/05/2010	v.27.no.1	2010:first quarter
<input type="checkbox"/> 15	15/08/2010	v.27.no.2	2010:second quarter
<input type="checkbox"/> 16	15/11/2010	v.27.no.3	2010:third quarter
<input type="checkbox"/> 17	15/02/2011	v.27.no.4	2011:fourth quarter
<input type="checkbox"/> 18	15/05/2011	v.28.no.1	2011:first quarter
<input type="checkbox"/> 19	15/08/2011	v.28.no.2	2011:second quarter
<input type="checkbox"/> 20	15/11/2011	v.28.no.3	2011:third quarter
<input type="checkbox"/> 21	15/02/2012	v.28.no.4	2012:fourth quarter
<input type="checkbox"/> 22	15/05/2012	v.29.no.1	2012:first quarter
<input type="checkbox"/> 23	15/08/2012	v.29.no.2	2012:second quarter
<input type="checkbox"/> 24	15/11/2012	v.29.no.3	2012:third quarter
<input type="checkbox"/> 25	15/02/2013	v.29.no.4	2013:fourth quarter

OK

Cancel

Next

321.5.4.6 Quarterly with continuous numbering example

This pattern is the same as the quarterly pattern except that the no. increases continually — it is not restarted for each v. The Numbering code is C, but the Number of parts is left at 4 because the v. numbering still needs to be incremented every 4 no's. Notice that the Calendar change field is set to 05 (fifth month) so that the system is forced to increment the v. field in May.

Edit publication pattern

Description

Issues

Supplier number

Status

Active

Enumeration	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7
Captions	v.	no.					
Enumeration code (*)	NUM	NUM					
Number of parts		4					
Numbering code (*)		C					

Chronology	Level 1	Level 2	Level 3	Level 4
Captions	(Year)	(Quarter)		
Chronology code (*)	Y	Q-APR		

Base level

2

Frequency

q - Quarterly

Frequency notes

Auto predict

☒

Compress holdings

☒

Date range

OK

Cancel

Help

Editing publication pattern - Regularity pattern group - based on months

Code

2 - Months-based

Pattern	JA	FE	MR	AP	MA	JN	JL	AU	SE	OC	NO	DE
	0	1	0	0	1	0	0	1	0	0	1	0

First issue

15

Days b/n issues

0

Base level

2

Calendar change

05

OK

Cancel

Help

Change code

Clear pattern

Serial predictions

	v.	no.	(Year)	(Quarter) (*)
Numbering	57	4	2000	fourth quarter

Start date

15/02/2000

Prediction count

1

Receipt delay

OK

Cancel

Help

View pred

View/print pred

V-smart [1.0.01]

View predictions

No	Expected date	Enumeration	Chronology
<input type="checkbox"/> 1	15/02/2000	v.57.no.4	2000:fourth quarter
<input type="checkbox"/> 2	15/05/2000	v.58.no.5	2000:first quarter
<input type="checkbox"/> 3	15/08/2000	v.58.no.6	2000:second quarter
<input type="checkbox"/> 4	15/11/2000	v.58.no.7	2000:third quarter
<input type="checkbox"/> 5	15/02/2001	v.58.no.8	2001:fourth quarter
<input type="checkbox"/> 6	15/05/2001	v.59.no.9	2001:first quarter
<input type="checkbox"/> 7	15/08/2001	v.59.no.10	2001:second quarter
<input type="checkbox"/> 8	15/11/2001	v.59.no.11	2001:third quarter
<input type="checkbox"/> 9	15/02/2002	v.59.no.12	2002:fourth quarter
<input type="checkbox"/> 10	15/05/2002	v.60.no.13	2002:first quarter
<input type="checkbox"/> 11	15/08/2002	v.60.no.14	2002:second quarter
<input type="checkbox"/> 12	15/11/2002	v.60.no.15	2002:third quarter
<input type="checkbox"/> 13	15/02/2003	v.60.no.16	2003:fourth quarter
<input type="checkbox"/> 14	15/05/2003	v.61.no.17	2003:first quarter
<input type="checkbox"/> 15	15/08/2003	v.61.no.18	2003:second quarter
<input type="checkbox"/> 16	15/11/2003	v.61.no.19	2003:third quarter
<input type="checkbox"/> 17	15/02/2004	v.61.no.20	2004:fourth quarter
<input type="checkbox"/> 18	15/05/2004	v.62.no.21	2004:first quarter
<input type="checkbox"/> 19	15/08/2004	v.62.no.22	2004:second quarter
<input type="checkbox"/> 20	15/11/2004	v.62.no.23	2004:third quarter
<input type="checkbox"/> 21	15/02/2005	v.62.no.24	2005:fourth quarter
<input type="checkbox"/> 22	15/05/2005	v.63.no.25	2005:first quarter
<input type="checkbox"/> 23	15/08/2005	v.63.no.26	2005:second quarter
<input type="checkbox"/> 24	15/11/2005	v.63.no.27	2005:third quarter
<input type="checkbox"/> 25	15/02/2006	v.63.no.28	2006:fourth quarter

OK
Cancel
Next

321.5.4.7 Annual supplement example

This pattern illustrates a supplement that is published annually in November. It is unnumbered and thus has no enumeration, only chronology.

Edit publication pattern

Description:

Supplier number:

Status:

Enumeration	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7
Captions							
Enumeration code (*)							
Number of parts							
Numbering code (*)							

Chronology	Level 1	Level 2	Level 3	Level 4
Captions	<input type="text" value="Index"/>			
Chronology code (*)	<input type="text" value="Y"/>			

Base level:

Frequency:

Frequency notes:

☒ Auto predict

☒ Compress holdings

Date range:

OK
Cancel
Help

Editing publication pattern - Regularity pattern group - based on months

Code:

Pattern	JA	FE	MR	AP	MA	JN	JL	AU	SE	OC	NO	DE
	0	0	0	0	0	0	0	0	0	0	1	0

First issue:

Days b/n issues:

Base level:

Calendar change:

OK
Cancel
Help
Change code
Clear pattern

Serial predictions

Index:

Start date:

Prediction count:

Receipt delay:

OK
Cancel
Help
View pred
View/print pred

V-smart [1.0.01]

View predictions

No	Expected date	Enumeration	Chronology
<input checked="" type="checkbox"/> 1	01/11/2007		Index2007
<input type="checkbox"/> 2	01/11/2008		Index2008
<input type="checkbox"/> 3	01/11/2009		Index2009
<input type="checkbox"/> 4	01/11/2010		Index2010
<input type="checkbox"/> 5	01/11/2011		Index2011
<input type="checkbox"/> 6	01/11/2012		Index2012
<input type="checkbox"/> 7	01/11/2013		Index2013
<input type="checkbox"/> 8	01/11/2014		Index2014
<input type="checkbox"/> 9	01/11/2015		Index2015
<input type="checkbox"/> 10	01/11/2016		Index2016
<input type="checkbox"/> 11	01/11/2017		Index2017
<input type="checkbox"/> 12	01/11/2018		Index2018
<input type="checkbox"/> 13	01/11/2019		Index2019
<input type="checkbox"/> 14	01/11/2020		Index2020
<input type="checkbox"/> 15	01/11/2021		Index2021
<input type="checkbox"/> 16	01/11/2022		Index2022
<input type="checkbox"/> 17	01/11/2023		Index2023
<input type="checkbox"/> 18	01/11/2024		Index2024
<input type="checkbox"/> 19	01/11/2025		Index2025
<input type="checkbox"/> 20	01/11/2026		Index2026
<input type="checkbox"/> 21	01/11/2027		Index2027
<input type="checkbox"/> 22	01/11/2028		Index2028
<input type="checkbox"/> 23	01/11/2029		Index2029
<input type="checkbox"/> 24	01/11/2030		Index2030
<input type="checkbox"/> 25	01/11/2031		Index2031

OK
Cancel
Next


321.5.4.8 Predicted erratic example

This pattern illustrates a serial with 5 issues per year that is published erratically, at no particular time of the year. You know “what” but not “when”. Specify enumeration levels and a

period of 73 (i.e. $365/5$) days between issues so that the system predicts enumeration numbering and approximate receipt dates. Make sure that you set a long Claim cycle in the subscription record so that the system is not too quick to generate claims for “overdue” issues.

Because the serial also uses varying forms in its second level of chronology (e.g. DECEMBER, YEAR END, MID-WINTER, etc.), assign NP (meaning “no prediction”) as the second level’s Chronology code. When checking in an issue, you will be able to enter any value you wish for this chronology level.

If the varying forms were found in the enumeration, you would set up an enumeration level with an Enumeration code of FREE for free text. When checking in an issue, you will be able to enter any value you wish for this enumeration level.


Edit publication pattern

Description

Supplier number

Status

Enumeration	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7
Captions	y.	no.					
Enumeration code (*)	NUM	NUM					
Number of parts		5					
Numbering code (*)		R					

Chronology	Level 1	Level 2	Level 3	Level 4
Captions	(year)	(free text)		
Chronology code (*)	Y	NP		

Base level

Frequency

Frequency notes
☒ Auto predict


☒ Compress holdings

Date range

OK

Cancel

Help


Editing publication pattern - Regularity pattern group - based on erratic publication

Code

Days between issues

Calendar change

OK

Cancel

Help

Change code

Serial predictions

	v.	no.	(year)	(free text)
Numbering	23	1	2008	

Start date

Prediction count

Receipt delay

OK

Cancel

Help

View pred

View/print pred

V-smart [1.0.01]

View predictions

No	Expected date	Enumeration	Chronology
<input type="checkbox"/> 1	09/02/2008	v.23: no. 1	2008
<input type="checkbox"/> 2	22/04/2008	v.23: no. 2	2008
<input type="checkbox"/> 3	04/07/2008	v.23: no. 3	2008
<input type="checkbox"/> 4	15/09/2008	v.23: no. 4	2008
<input type="checkbox"/> 5	27/11/2008	v.23: no. 5	2008
<input type="checkbox"/> 6	08/02/2009	v.24: no. 1	2009
<input type="checkbox"/> 7	22/04/2009	v.24: no. 2	2009
<input type="checkbox"/> 8	04/07/2009	v.24: no. 3	2009
<input type="checkbox"/> 9	15/09/2009	v.24: no. 4	2009
<input type="checkbox"/> 10	27/11/2009	v.24: no. 5	2009
<input type="checkbox"/> 11	08/02/2010	v.25: no. 1	2010
<input type="checkbox"/> 12	22/04/2010	v.25: no. 2	2010
<input type="checkbox"/> 13	04/07/2010	v.25: no. 3	2010
<input type="checkbox"/> 14	15/09/2010	v.25: no. 4	2010
<input type="checkbox"/> 15	27/11/2010	v.25: no. 5	2010
<input type="checkbox"/> 16	08/02/2011	v.26: no. 1	2011
<input type="checkbox"/> 17	22/04/2011	v.26: no. 2	2011
<input type="checkbox"/> 18	04/07/2011	v.26: no. 3	2011
<input type="checkbox"/> 19	15/09/2011	v.26: no. 4	2011
<input type="checkbox"/> 20	27/11/2011	v.26: no. 5	2011
<input type="checkbox"/> 21	08/02/2012	v.27: no. 1	2012
<input type="checkbox"/> 22	21/04/2012	v.27: no. 2	2012
<input type="checkbox"/> 23	03/07/2012	v.27: no. 3	2012
<input type="checkbox"/> 24	14/09/2012	v.27: no. 4	2012
<input type="checkbox"/> 25	26/11/2012	v.27: no. 5	2012

OK



Cancel

Next

321.5.4.9 Non-predicted erratic example

This pattern illustrates a serial, with an unknown number of issues per year, that is published erratically, at no particular time of the year. Turn auto-prediction off; specify 99999 (or more) no.'s per v. because you do not know how many there will be; and specify 365 days between issues so that the system does not forget about the serial.

V-smart [1.0.01]



 **Editing publication pattern - Regularity pattern group - based on erratic publication** 

Code


Days between issues


Calendar change

OK
Cancel
Help
Change code

 **Serial predictions** 

	v.	no.	(year)	(month) (*)
Numbering	23	1	2008	January

Start date 

Prediction count 

Receipt delay

OK
Cancel
Help
View pred
View/print pred

V-smart [1.0.01]

View predictions

No	Expected date	Enumeration	Chronology
<input type="checkbox"/> 1	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 2	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 3	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 4	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 5	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 6	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 7	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 8	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 9	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 10	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 11	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 12	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 13	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 14	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 15	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 16	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 17	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 18	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 19	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 20	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 21	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 22	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 23	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 24	09/01/2008	v.23:no.1	2008:January
<input type="checkbox"/> 25	09/01/2008	v.23:no.1	2008:January

OK

Cancel

Next

321.5.4.10 3rd Wednesday of every month example

This pattern illustrates a serial that is published on the third Wednesday of every month except in July and August. This pattern does not easily fit into a month-based or day-based regularity pattern so we use a user-defined regularity pattern instead. With a calendar on hand, manually enter all of the prediction dates for one year into the Dates published field (i.e. for 2005 the valid dates are 0119,0216,0316,0413,0518,0615,0921,1019,1116,1221). Make sure that you mark this title in a way that reminds you to return to the publication pattern next year to make new predictions.

Edit publication pattern

Description
Supplier number
Status

Enumeration	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7
Captions	v.	iss.					
Enumeration code (*)	NUM	NUM					
Number of parts		12					
Numbering code (*)		R					

Chronology

Level 1	Level 2	Level 3	Level 4
Captions	(Date)		
Chronology code (*)	DATE		

Base level
Frequency
Frequency notes
Auto predict ☒
Compress holdings ☒
Date range

OK

Cancel

Help

Editing publication pattern - Regularity pattern group - based on user defined dates (MMDD)

Code
Dates published
Base level
Calendar change

OK

Cancel

Help

Change code

Serial predictions

	v.	iss.	(Date)
Numbering	57	1	2005-01-19

Start date
Prediction count
Receipt delay

OK

Cancel

Help

View pred

View/print pred

View predictions

No	Expected date	Enumeration	Chronology
<input type="checkbox"/> 1	19/01/2005	v.57.iss.1	2005-01-19
<input type="checkbox"/> 2	16/02/2005	v.57.iss.2	2005-02-16
<input type="checkbox"/> 3	16/03/2005	v.57.iss.3	2005-03-16
<input type="checkbox"/> 4	13/04/2005	v.57.iss.4	2005-04-13
<input type="checkbox"/> 5	18/05/2005	v.57.iss.5	2005-05-18
<input type="checkbox"/> 6	15/06/2005	v.57.iss.6	2005-06-15
<input type="checkbox"/> 7	21/09/2005	v.57.iss.7	2005-09-21
<input type="checkbox"/> 8	19/10/2005	v.57.iss.8	2005-10-19
<input type="checkbox"/> 9	16/11/2005	v.57.iss.9	2005-11-16
<input type="checkbox"/> 10	21/12/2005	v.57.iss.10	2005-12-21
<input type="checkbox"/> 11	19/01/2006	v.57.iss.11	2006-01-19
<input type="checkbox"/> 12	16/02/2006	v.57.iss.12	2006-02-16
<input type="checkbox"/> 13	16/03/2006	v.58.iss.1	2006-03-16
<input type="checkbox"/> 14	13/04/2006	v.58.iss.2	2006-04-13
<input type="checkbox"/> 15	18/05/2006	v.58.iss.3	2006-05-18
<input type="checkbox"/> 16	15/06/2006	v.58.iss.4	2006-06-15
<input type="checkbox"/> 17	21/09/2006	v.58.iss.5	2006-09-21
<input type="checkbox"/> 18	19/10/2006	v.58.iss.6	2006-10-19
<input type="checkbox"/> 19	16/11/2006	v.58.iss.7	2006-11-16
<input type="checkbox"/> 20	21/12/2006	v.58.iss.8	2006-12-21
<input type="checkbox"/> 21	19/01/2007	v.58.iss.9	2007-01-19
<input type="checkbox"/> 22	16/02/2007	v.58.iss.10	2007-02-16
<input type="checkbox"/> 23	16/03/2007	v.58.iss.11	2007-03-16
<input type="checkbox"/> 24	13/04/2007	v.58.iss.12	2007-04-13
<input type="checkbox"/> 25	18/05/2007	v.59.iss.1	2007-05-18

OK
Cancel
Next

321.5.4.11 Annual supplement with roman numbering example

This pattern illustrates a supplement that is published annually in November. It is numbered using roman numerals. It has no chronology.

Edit publication pattern

Description: ROM

Supplier number:

Status: Active

Enumeration	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7
Captions	V						
Enumeration code (*)	ROMAN						
Number of parts							
Numbering code (*)							

Chronology	Level 1	Level 2	Level 3	Level 4
Captions				
Chronology code (*)				

Base level: 1

Frequency: a - Annual

Frequency notes: Annual supplement

Auto predict: ☒

Compress holdings: ☒

Date range:

OK
Cancel
Help


Editing publication pattern - Regularity pattern group - based on months

Code

Pattern	JA	FE	MR	AP	MA	JN	JL	AU	SE	OC	NO	DE
	0	0	0	0	0	0	0	0	0	0	1	0

First issue

Days b/n issues

Base level

Calendar change


OK

Cancel

Help


Change code


Clear pattern


Serial predictions

V.

Numbering

Start date


Prediction count


Receipt delay

OK

Cancel

Help

View pred

View/print pred

V-smart [1.0.01]

View predictions

No	Expected date	Enumeration	Chronology
<input type="checkbox"/> 1	01/11/2005	V. MMV	
<input type="checkbox"/> 2	01/11/2006	V. MMVI	
<input type="checkbox"/> 3	01/11/2007	V. MMVII	
<input type="checkbox"/> 4	01/11/2008	V. MMVIII	
<input type="checkbox"/> 5	01/11/2009	V. MMIX	
<input type="checkbox"/> 6	01/11/2010	V. MMX	
<input type="checkbox"/> 7	01/11/2011	V. MMXI	
<input type="checkbox"/> 8	01/11/2012	V. MMXII	
<input type="checkbox"/> 9	01/11/2013	V. MMXIII	
<input type="checkbox"/> 10	01/11/2014	V. MMXIV	
<input type="checkbox"/> 11	01/11/2015	V. MMXV	
<input type="checkbox"/> 12	01/11/2016	V. MMXVI	
<input type="checkbox"/> 13	01/11/2017	V. MMXVII	
<input type="checkbox"/> 14	01/11/2018	V. MMXVIII	
<input type="checkbox"/> 15	01/11/2019	V. MMXIX	
<input type="checkbox"/> 16	01/11/2020	V. MMXX	
<input type="checkbox"/> 17	01/11/2021	V. MMXXI	
<input type="checkbox"/> 18	01/11/2022	V. MMXXII	
<input type="checkbox"/> 19	01/11/2023	V. MMXXIII	
<input type="checkbox"/> 20	01/11/2024	V. MMXXIV	
<input type="checkbox"/> 21	01/11/2025	V. MMXXV	
<input type="checkbox"/> 22	01/11/2026	V. MMXXVI	
<input type="checkbox"/> 23	01/11/2027	V. MMXXVII	
<input type="checkbox"/> 24	01/11/2028	V. MMXXVIII	
<input type="checkbox"/> 25	01/11/2029	V. MMXXIX	


OK

Cancel

Next

321.5.4.12 Continuous numbering with calendar change example

This pattern illustrates a monthly publication with 2 v.'s per year. The no. level increases continually and it is not restarted each v. The Numbering code is C and the Number of parts is set to 6 because the volume numbering still needs to be incremented every 6 no.'s. To force the v. to increment in June and December, the Calendar change field is set to 06,12. This tells the system to automatically increment the v. level when a prediction is made for these months.

 **Edit publication pattern**

Description

CCC

Supplier number

Status

Active

Enumeration	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7
Captions	v.	iss.					
Enumeration code (*)	NUM	NUM					
Number of parts		6					
Numbering code (*)		C					

Chronology

Level 1	Level 2	Level 3	Level 4
(date)			
DATE			

Base level

2

Frequency

m - Monthly

Frequency notes

Auto predict

☒

Compress holdings

☒

Date range

OK

Cancel

Help

 **Editing publication pattern - Regularity pattern group - based on months**

Code

2 - Months-based

Pattern	JA	FE	MR	AP	MA	JN	JL	AU	SE	OC	NO	DE
	1	1	1	1	1	1	1	1	1	1	1	1

First issue

1

Days b/n issues

0

Base level

2

Calendar change

06,12


OK

Cancel

Help

Change code

Clear pattern

 **Serial predictions**

	v.	iss.	(date)
Numbering	57	15	2005-01-01

Start date

01/01/2005

Prediction count

1

Receipt delay

OK

Cancel

Help

View pred

View/print pred

V-smart [1.0.01]

View predictions			
No	Expected date	Enumeration	Chronology
<input type="checkbox"/> 1	01/01/2005	v.57.iss. 15	2005-01-01
<input type="checkbox"/> 2	01/02/2005	v.57.iss. 16	2005-02-01
<input type="checkbox"/> 3	01/03/2005	v.57.iss. 17	2005-03-01
<input type="checkbox"/> 4	01/04/2005	v.57.iss. 18	2005-04-01
<input type="checkbox"/> 5	01/05/2005	v.57.iss. 19	2005-05-01
<input type="checkbox"/> 6	01/06/2005	v.58.iss. 20	2005-06-01
<input type="checkbox"/> 7	01/07/2005	v.58.iss. 21	2005-07-01
<input type="checkbox"/> 8	01/08/2005	v.58.iss. 22	2005-08-01
<input type="checkbox"/> 9	01/09/2005	v.58.iss. 23	2005-09-01
<input type="checkbox"/> 10	01/10/2005	v.58.iss. 24	2005-10-01
<input type="checkbox"/> 11	01/11/2005	v.58.iss. 25	2005-11-01
<input type="checkbox"/> 12	01/12/2005	v.59.iss. 26	2005-12-01
<input type="checkbox"/> 13	01/01/2006	v.59.iss. 27	2006-01-01
<input type="checkbox"/> 14	01/02/2006	v.59.iss. 28	2006-02-01
<input type="checkbox"/> 15	01/03/2006	v.59.iss. 29	2006-03-01
<input type="checkbox"/> 16	01/04/2006	v.59.iss. 30	2006-04-01
<input type="checkbox"/> 17	01/05/2006	v.59.iss. 31	2006-05-01
<input type="checkbox"/> 18	01/06/2006	v.60.iss. 32	2006-06-01
<input type="checkbox"/> 19	01/07/2006	v.60.iss. 33	2006-07-01
<input type="checkbox"/> 20	01/08/2006	v.60.iss. 34	2006-08-01
<input type="checkbox"/> 21	01/09/2006	v.60.iss. 35	2006-09-01
<input type="checkbox"/> 22	01/10/2006	v.60.iss. 36	2006-10-01
<input type="checkbox"/> 23	01/11/2006	v.60.iss. 37	2006-11-01
<input type="checkbox"/> 24	01/12/2006	v.61.iss. 38	2006-12-01
<input type="checkbox"/> 25	01/01/2007	v.61.iss. 39	2007-01-01

OK
Cancel
Next

321.5.5 Enumeration predictions

A complex month-based pattern with varying number of issues per month has been chosen to illustrate the effect of three of the definition fields: number of parts, base level and numbering code.

This sample serial has 3 levels of enumeration: v., no. and pt.

and the following regularity pattern:

JA-1, FE-1, MR-3, AP-2, MA-4, JU-1, JL-1, AU-1, SE-1, OC-1, NO-1, DE-1

i.e. 3 issues in March, 2 in April, 4 in May and 1 in all other months.

The table following shows the effect on the predicted no. and pt. numbering when you change the pattern definition in 3 ways:

1. pt.'s Number of parts = 4 (true maximum) versus 3
2. Base level = 2 (next-to-lowest level) versus 3 (lowest level)

3. pt.'s Numbering code = R (restart/reset) versus C (continuous).

An asterisk (*) marks the issues at which no. is incremented. For convenience, only the first 12 issues of the year are shown and the v. numbering is omitted.

NOTE

Many of the resulting predictions are not what the library would want for the serial; they are presented here only for comparison. For accurate enumeration, the library would likely specify Number of parts = 4, Base level = 2, and Numbering code = R or C.

```

pt.'s Number of parts: 4
Base level: 2
v. no. pt. JA FE MR ... .. AP ... MA ... .. JU
18 4
R R 1/1 2/1 3/1 3/2 3/3 4/1 4/2 5/1 5/2 5/3 5/4 6/1
* * * * *
R C 1/1 2/2 3/3 3/4 4/5 5/6 5/7 6/8 7/9 7/10 7/11 8/12
* * * * *
Calendar change: Jan, April, July and October
R C 1/1 2/2 3/3 3/4 3/5 4/6 4/7 5/8 5/9 5/10 5/11 6/12
* * * * *
Base level: 3
v. no. pt. JA FE MR ... .. AP ... MA ... .. JU
18 4
R R 1/1 1/2 1/3 1/4 2/1 2/2 2/3 2/4 3/1 3/2 3/3 3/4
* * * * *
R C 1/1 1/2 1/3 1/4 2/5 2/6 2/7 2/8 3/9 3/10 3/11 3/12
* * * * *
Calendar change: Jan, April, July and October
R C 1/1 1/2 1/3 1/4 1/5 2/6 2/7 2/8 2/9 2/10 2/11 2/12
* * * * *
pt.'s Number of parts: 3
Base level: 2
v. no. pt. JA FE MR ... .. AP ... MA ... .. JU
18 4
R R 1/1 2/1 3/1 3/2 3/3 4/1 4/2 5/1 5/2 5/3 6/1 7/1
* * * * *
R C 1/1 2/2 3/3 4/4 4/5 5/6 6/7 7/8 7/9 8/10 8/11 9/12
* * * * *
Calendar change: Jan, April, July and October
R C 1/1 2/2 3/3 3/4 3/5 4/6 4/7 5/8 5/9 5/10 5/11 6/12
* * * * *
Base level: 3
v. no. pt. JA FE MR ... .. AP ... MA ... .. JU
18 4
R R 1/1 1/2 1/3 2/1 2/2 2/3 3/1 3/2 3/3 4/1 4/2 4/3
* * * * *
R C 1/1 1/2 1/3 2/4 2/5 2/6 3/7 3/8 3/9 4/10 4/11 4/12
* * * * *
Calendar change: Jan, April, July and October
R C 1/1 1/2 1/3 1/4 1/5 2/6 2/7 2/8 2/9 2/10 2/11 2/12
* * * * *

```

- **Document control - Change History**

Version	Date	Change description	Author
1.0	July 2008	creation	
1.1	July 2008	added examples section	
2.1	August 2008	new option for WebOpac display; new option for (non)circulating issues	
2.2	October 2008	info on Add new supplier button	
2.1	January 2009	new option for label printing for issues; additional info on statuses; improved info on subscription number; option to add note to inventory number; more info on default for checkin	
3.0	August 2009	improvements for bound labels; improvements for publication pattern history; changed alternate to alternative; new options for binding part of 2.0 updates	
4.0	May 2010	Changed info for some fields due to new AFO 279 part of 2.0.06 updates	