

AFO 351 – Generate temporary claim file

351.1 Introduction

With this AFO you can create a temporary output file, that can be printed at a later phase. The print file will contain claims for non-received issues of serials subscriptions

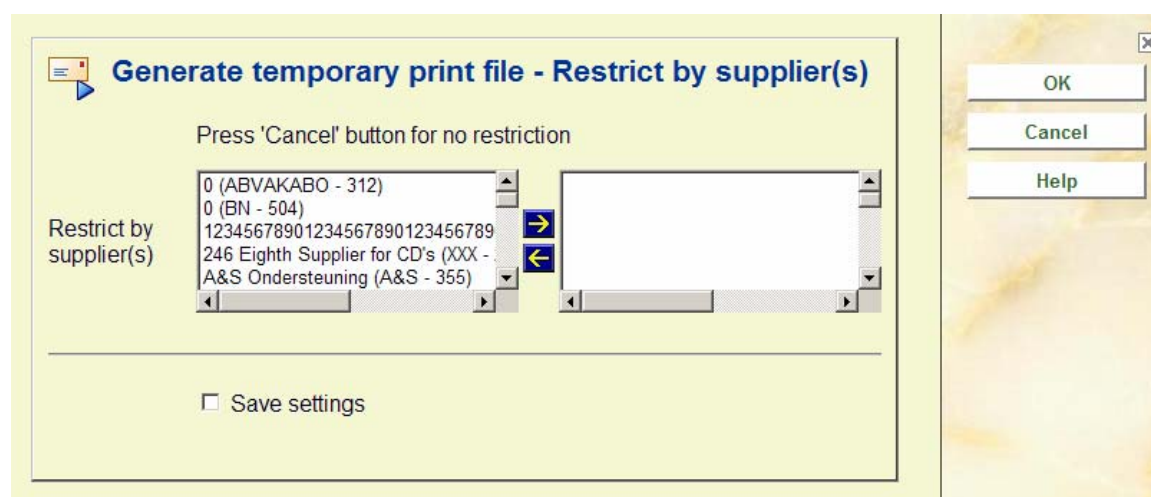
The print process consists of three phases. AFO 351 initiates the print process and creates a 'temporary' output file. To do this, the system reads through the entire serials file and selects all issues or subscriptions that satisfy the criteria for claims specified in the system. Since you can modify the various print parameters interactively, you can control this process completely.

The selection in the serials file produces a 'temporary' output file that can be reviewed in AFO 352 and can then be copied to a definitive output file in AFO 352. This definitive file can be printed via AFO 353.

AFO 351 can be performed an unlimited number of times without the temporary output file being converted to a definitive output file and without actually being printed. In those cases the new issues or subscriptions are added to the existing temporary (cumulative) output file.

351.2 Creating a temporary output file

After you start AFO 351, you are first offered the choice to generate print files for certain suppliers only:



- You can now select for which supplier (one or more) you want to print orders (AFO's 351, 352, 353). After you have made your choice you will see the usual AFO 351 screen with all types of printouts. You select the ones you wish to generate and continue with AFO's 352 and 353.

- In case you wish to print for all suppliers (or the remaining suppliers) you can use the button **Cancel** or **OK** (without making any selection).

Next a screen appears with an overview of the types of output files:

The screenshot shows a web browser window titled "V-smart [1.0.01] - Windows Internet Explorer". The page header includes "V-smart" and user information: "Id: 1.20093/196 User: tineke Location: PNB/BD AFO: 351". There are "Settings" and "Exit" buttons. Below the header is a navigation bar with icons for back, forward, home, and help. A "Generate temporary claim file" button is visible. The main content is a table with the following data:

| | Institution : PNB.BD | Status | Date | Time | No. of records |
|--------------------------|----------------------|-------------------|------------|-------|----------------|
| <input type="checkbox"/> | 1 Paid subscriptions | Building finished | 28/02/2008 | 15:49 | 11 |
| <input type="checkbox"/> | 2 Free subscriptions | Building finished | 28/02/2008 | 15:49 | 16 |
| <input type="checkbox"/> | 3 Memberships | Building finished | 28/02/2008 | 15:49 | 0 |

Columns on the screen

Institution: This field contains the various output file types for this institution.

Status: This field contains the status of the output file, for example 'Building finished'.

Date: This field contains the date on which the output file was created.

Time: This field contains the time at which the output file was created.

No. of records: This field contains the number of records in the file.

Options on the screen

Update temp. print file(+): Select a output file and then select this option to update the output file.

Update all temp. print files: Select this option to update all temporary output files.

After you have chosen an option, the system switches to the standard procedure for executing processes.

- **Document control - Change History**

| Version | Date | Change description | Author |
|----------------|------------------|---------------------------|---------------|
| 1.0 | July 2008 | creation | |