Vubis Smart Release 2.4.2

Release notes/Impact statement
April, 2007

Copyright

Table of content

Changes at a glance:

AFO	Type of change	Impact for library	Related to	Page # & section release notes	Online Help reference
111	new way of adding multipart and serials holdings	may need to change internal procedure, manuals	serials module	section 4.3, page 18	111.6.1 Publication type 4
111	message may appear if cataloguing permissions are in use	may need to change internal procedure, manuals	cataloguing module	chapter 5, page 20 onwards	111.4 Creating a new record
141	new data elements added			section 7.3, page 27	NA
141	any existing ISSUES or SUBSCRIPTION related profiles will no longer function due to the extensive data structure change	All profiles using any data elements related to Issues or Subscriptions will have to be redefined	serials module	section 7.3, page 27	NA
142	Title Accession History reporting: added history	optional	export TAH statistics	section 8, page 52	142.4 Upload to ftp
159	new AFO	not necessary for library to maintain	serials module	section 4.4, page 18	
21X, 22X	message may appear if cataloguing permissions are in use	may need to change internal procedure, manuals	ordering, receiving	chapter 5, page 20 onwards	200.1 Introduction
233	new option to print without restriction selection	may need to change internal procedure, manuals	acquisitions module; management info	section 7.4, page 28	233.2 Printing financial transactions
272	new parameter for additional fields	optional	AFO 278 import/export	section 7.2, page 26	272.2.2 Miscellaneous

211, 216, 217	new fields may show if new parameter in AFO 272 set	optional	AFO 278 import/export	section 7.2, page 26	211.2.1 Order types 216.1.1 Procedure 217.4 Selection process
31X, 32X	message may appear if cataloguing permissions are in use	may need to change internal procedure, manuals	subscription maintenance, receipts	chapter 5, page 20 onwards	300.1 Components of the serials module
361	new options for deletion of printed routing slips	optional	serials module	section 7.5, page 29	361.5 Delete routing slips from print file
367	new AFO	may need to change internal procedure, manuals	serials module	section 4.4.2, page 19	367
368	new AFO	may need to change internal procedure, manuals	serials module	section 4.4.3, page 19	368
418	Picklist - Route exhausted, option to remove items from list	optional	circulation module; reservations messaging	section 7.6, page 31	418.8 Reservation messages – route exhausted
431	New logic for replacing barcodes	may need to change internal procedure, manuals	circulation module	chapter 6, page 24	431.4.2 Replace barcode
431	new lines 12 and 13 on Details screen	may need to change internal procedure, manuals	borrower administration	section 7.7.1, page 32	431.7.1 Other lines
431	MAX option to specify the max. items on loan for a specific borrower	may need to change internal procedure, manuals	borrower administration	section 7.7.2, page 32	431.5 Options on the borrower overview screen
481	Loan status update - reporting	may need to change internal procedure, manuals	circulation module; loan statuses	section 7.8.1, page 33	481.17.5 Overnight processing
481	New parameter for printing, misc: postage charge based on	may need to change internal procedure, manuals	circulation module; sending	section 7.8.2, page 34	481.5.1. Fine calculation

notices

481	New parameter for fines calculation: use daily fine rules	may need to change internal procedure, manuals	circulation module; fines	section 7.8.3, page 34	481.15.1.5 Printing
481	Revised parameter for checking validity of account numbers	may need to change internal procedure, manuals	borrower administration	section 7.8.4, page 35	481.15.1.6 General
481	New menu option for SIP2 settings	optional	SIP server	section 7.8.5, page 36	481.15.5 SIP2 Settings
481	new parameter for borrower card replacement	may need to change internal procedure, manuals	circulation module	section 6.2; page 24	481.15.1.4 Borrowers
483	section Email Notice Texts, new option: Invoices	may need to change internal procedure, manuals	circulation module; sending notices via email	section 7.9.1, page 37	483.9 Email notice text
483	new menu option: Number of days to store print files	may need to change internal procedure, manuals	circulation module; sending notices	section 7.9.2, page 38	483.10 Stored print file periods
483	Enhancements for SSP notices: dropdown list and multiple page Header & footer settings	may need to change internal procedure, manuals	circulation module; sending notices	section 7.9.3, page 39	483.5 SSP formats
494	toggle mode button removed from list of active articles	may need to change internal procedure, manuals		section 7.10, page 41	494.4 Define sale items
494	sale item codes added for SIP server requests	may need to change internal procedure, manuals	SIP server	section 7.12, page 45	494.4 Define sale items

651	new menu option, cataloguing permissions	may need to change internal procedure, manuals	whole application	chapter 5, page 20 onwards	651.14 Cataloguing permissions
651	new menu option, date formats		whole application	section 7.11.1, page 42	651.13 System date formats
651	new parameter for email	option to specify wether or not email is used for notices	whole application	section 7.11.2, page 43	651.12 Email and SMS parameters
651	new parameter for commercial barcode search	optional	whole application, bib search screens	section 7.11.3, page 44	651.10 Miscellaneous cataloguing parameters
various	Some changes for setup of authority searching, particularly for Marc21 users.		catalogue	section 7.13, page 46	651.10 Miscellaneous cataloguing parameters
webprefs	Options, per Profile: new parameter for related works	may need to update display definition	WebOpac	section 7.14, page 47	Help Preferences Profile, Options: Weights
webprefs	User activities: Cardex, new fields for serials added	may need to update display definition	WebOpac	section 7.14, page 47	Help Preferences Profile, User Activities Cardex
webprefs	User activities: Reservations, option to disallow removal/modify of reservation	may need to change default settings	WebOpac	section 7.14, page 47	Help Preferences Profile, User Activities Reservations
webprefs	User activities: Feedback, option to specify various texts	may need to update display definition	WebOpac	section 7.14, page 47	Help Preferences Profile, User Activities Feedback
WinBus/ WinCirc	various enhancements	optional	offline circulation	section 7.15, page 48	NA

| various | improved processing when wanding barcode on message screen | whole application | section 8, page 52 | NA |

1. Introduction

The objectives of the Vubis Smart release 2.4.2 are the following:

- ✓ Introduce an improved serials control module;

- ✓ Introduce the Flexible date format

- ✓ Introduce Cataloguing permissions

- ✓ Resolve known outstanding server defects that existed in version 2.4.1 or earlier versions of Vubis Smart;

- ✓ Resolve known outstanding client defects that existed in version 4.105 or earlier versions of the Vubis Smart client;

- ✓ Introduce a selection of smaller functional enhancements;

- ✓ Deliver updates to the On-line user documentation;

Along with the new Serials Module, Vubis Smart now also integrates complete support for the Marc21 format for Holdings (Marc21/H).

With version 2.4.2, all Vubis Smart systems will also be integrated in one single version. In the last few years, the Dutch and Danish libraries for the visually impaired utilised specific versions of the software, which were geared towards serving the libraries' specific target audiences. Going forward, these versions now employ the same code, while the software incorporates unique options for these libraries through new parameters and licenses.

Please read the 2.4.2 upgrade instructions and documentation carefully prior to starting an upgrade to Vubis Smart 2.4.2.

2. Migration path to Vubis Smart 2.4.2

Customers will obtain release 2.4.2 through the usual upgrade process, including a test upgrade and, if required, data migration or manipulation, prior to implementation in a production environment. For more information about the upgrade schedule and training, please contact your local account representative.
The following migration paths are possible for upgrades to 2.4.2:

- 2.4.1 build 15 → 2.4.2
- 2.4.1 build 16 → 2.4.2
- 2.4.1 build 17 → 2.4.2

Any other and earlier Vubis Smart version must first be upgraded to 2.4.1 build 15, before you can upgrade to 2.4.2.

An upgrade from 2.4.1 builds 15, 16 or 17 does not require re-indexation of the system. If you're upgrading from an earlier version, re-indexation will be required.

3. Client version compatibility

The recommended version of the Vubis Smart client to run with server version 2.4.2
is client build 4.107 (which is made available together with release 2.4.2). The
minimal client build for this release is 4.105.

4. New serials control module

4.1 Introduction

Included in version 2.4.2 is an entirely revamped Serials Module, which offers libraries new workflow functionality and tools to manage the subscription, prediction, receiving, routing and claiming of periodicals.

The system enables the library to maintain subscription, receipt, routing and claiming information on periodicals to which the library subscribes. The bibliographic data for serials is entered in the main bibliographic file; thus there is no separate serials file. This means that subscriptions can be linked to bibliographic records that have already been entered in the Catalogue. All search methods for identifying records are also available in the Serials Control module.

The main components of the Serials Control module are:
- Subscription maintenance
- Prediction Setup
- Receipt/Check in
- Claiming
- Routing
- Summary Holdings Statements
- Supplier maintenance (uses the Acquisitions supplier file)
- MARC21/H support

4.2 Functional description

4.2.1 Subscription maintenance

A subscription represents one copy of a serial. The subscription has a start and end date, claiming periods, supplier information and many more fields. The subscription record is attached to Publication patterns that define when and what the system should predict. Within a subscription, it is possible to distinguish between the publication patterns for basic bibliographic units, supplementary material and indexes.

The format of the subscription record is defined by the library. The library chooses which fields are used, which are copied, which are included when a new record is added, which are included when a record is changed and which fields are included when a record is displayed. The system allows the user to copy an existing subscription on a title to create a new one. The system allows the user to add several subscriptions (with differing institutions and locations) to the same title.

Changes to suppliers are tracked throughout the life of the subscription. The effective dates of supplier changes are kept so that claiming can be done to the correct supplier.

Issues that are not received may be claimed up to three times. When more than three issues in a row are not received on a subscription, the subscription is deemed to be stagnant and may be claimed from a different supplier than that specified for the subscription.

Financial administration does not take place in the serials administration, but via the Acquisitions module. The Acquisitions module contains an extensive budget management option and various specific options for the financial management of serials and loose-leaf works.

The subscription contains the following information:

Subscription Number	This number is either system generated based on a beginning number determined by the library or manually input by the operator. The number is unique and can be used to gain direct access to the subscription – it is indexed
Supplier subscription number	A number assigned by the supplier for this subscription. The supplier may also assign a subscription number to each type of holding (i.e. issues, indexes and/or supplements) that is part of this subscription. The supplier subscription number is indexed.
Shelfmark information	Defines the institution, location, sublocation, etc.
Ship to code	Indicate where issues are delivered.

Supplier	Links to the Acquisitions supplier file. This is the supplier that claims for missing issues are sent to.
Supplier (stagnant subscription)	Links to the Acquisitions supplier file. This is the supplier that claims for stagnant subscriptions (last three issues not received) are sent to.
P. O. Number	The purchase order number (from Acquisitions).
Subscription start date	The start date of the subscription
Subscription end date	The end date of the subscription.
Subscription Cost.	The cost of the subscription. 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.
Issue cost	The cost of a single issue.
Binding Flag	Indicated by a Y or N option. If the Binding flag is set to Y, the user must indicate when the issues are to be bound.
Bind	Indicate the number of issues to bind in a single volume and when binding should occur.
Discard Flag	Indicated by a Y or N option. If Y was answered to Binding Flag, this option must be N.
Discard	Indicate the number of issues to be discarded and when discard should occur.
Date subscription became inactive	
Routing Flag	This flag can be changed at any time. The user can be prompted to add a routing list at the time the subscription is setup or a list can be added later.
Barcode Issues	This flag indicates whether the user should be prompted to enter a barcode when receiving an issue on this subscription.
Print Label	This flag can be changed at any time and indicates whether the system should print a serial label when an item is checked in.
Electronic Holdings	Indicates if the subscription includes an electronic version as well as or instead of a printed version.
Retention Policy	Defines that retention policy for issues, indexes and supplements.
Statistical category	
Type of subscription	free, paid, etc.
Status	cancelled, active

Claim periods – missing	
Claim periods - stagnating	
Staff notes	
Public notes	
10 optional fields	

4.2.2 Prediction setup

Publication patterns are set up to define the numbering, chronology and expected dates of publications. These patterns are the heart of the serials system and are attached to subscription records. Publication patterns determine how, what and when to predict.

Publication patterns can be closed out (inactivated) during the life of the subscription and, if necessary, another pattern can be applied. A publication pattern is unique for a title but may be shared by multiple subscriptions on a title.

The system allows the creation of predictions based on daily, weekly, monthly, erratic and user-defined patterns.

Publication pattern templates for frequently used publication regularities (i.e. daily, weekly, monthly) are distributed with the system. Publication pattern templates are generic publication patterns that can be used as the starting point for creating a new publication pattern on a title. In public libraries, a lot of titles are for instance monthly or weekly with the same characteristics. Publication pattern templates may be created by users of the system for the purpose of sharing publication patterns across titles.

The system predicts both enumeration and chronology. The enumeration definition in the publication pattern can consist of up to seven levels. Captions (labelling) are defined for each of the levels used. The contents of these levels may be defined as numeric, alphabetic, roman numerals or free text. Each of the levels (except the first) is defined to either reset when a higher level increments or continuously increase (regardless of whether the higher level increments). The chronology (dating) definition in the publication pattern can consist of up to four levels. Captions (labelling) are defined for each of the levels used. The chronology can be defined to display in many ways: YYYY MMM DD, seasons (northern and southern hemisphere), language dependent months, language dependent seasons, language dependent quarters, split years, etc.

The system allows for the entry of publication patterns that are limited to enumeration only, limited to chronology only or incorporate both enumeration and chronology.

The system allows for the entry of a calendar change field in the publication pattern that forces the next higher level of enumeration to increment at specific month(s) or specific date(s). This field is useful to force the increment of a volume number when the issue numbering is continuously increasing.

The system allows for the suppression of enumeration and chronology captions in holdings displays by enclosing a caption in "(","")" or "[","]".
For example, a display of vol.93:iss.3(2006:MARCH) is accomplished by defining the year and month captions as (Year) and (Month) or [Year] and [Month].

The system automatically predicts the next expected issue after receiving or claiming a predicted issue.

When entering/editing a publication pattern, the system allows the user to display the issues (enumeration, chronology and expected date) that will be predicted based on the entered/edited pattern.

The publication pattern contains a delay counter that allows the library to determine the predicted date of arrival by adding or subtracting a number of days to the publication date. For example, most serial publications in the United States arrive several days prior to the stated publication date. The monthly issue of Good Housekeeping usually arrives on the 20th of the preceding month, while Time Magazine arrives 1 week preceding the cover date.

The system allows the setup and receipt of complex serials (i.e. serials in which different parts have different characteristics such as frequency, labelling, etc) that are represented by a single bibliographic record. The publication pattern contains a designation that tells the system whether the pattern is for basic bibliographic units, supplementary material or indexes. There is also a user-entered label that describes the type of holding (i.e. Issue, Annual Index, etc.). This label then displays as part of the summary holdings statement. For example,

     Issue: Vol.42:No.1(08:JAN:1999)-Vol.43:No.34(25:AUG:2000),
          Vol.43:No.36(08:SEP:2000)-Vol.47:No.1(07:JAN:2004)
          Last rec'd: Vol.47:No.1(08:JAN:2004) on JAN 7, 2004
     Annual Index: 1999-2004
          Last rec'd: (2004) on JAN 20, 2004

The system keeps a history of publication pattern changes associated with a given title. This means that when a title changes its captions or numbering, old receipts can still be displayed with the old captions.

4.2.3 Receipt/Check in
The user is able to search quickly for the serial by title or ISSN or SICI code or other easily identified search method.

Once the serial title is identified, the system displays a list of issues with the expected issues highlighted. The issue display consists of the issue enumeration/chronology, date, current status (i.e. received, expected, claimed, missing, etc), number of copies, number of claimed copies, barcode flag and note flag.

The user may barcode issues at the time of receipt.

The system supports the check-in of electronic journal issues.

The user may enter notes associated with the issue at time of receipt.

Issues may be received earlier or later than their expected date.

The enumeration and chronology of an issue may be changed at the time of receipt.

It is possible to record the receipt of parts at a location for multiple subscriptions as a single operation.

The library is able to receive unexpected issues, supplemental issues, indexes, etc.

The library may change the date of the issue in the event the issue is a different date than the forecast date

The system allows for a selected group of holdings records to be deleted without having to edit each individual holdings record

The system allows for a serial label to be printed when an issue is received. This label may contain the name of the serial, issue date, ISSN, etc. The library may define up to 5 lines of information for this label.

The system allows an authorised user to change the publication pattern before receiving an issue.

4.2.4 Claiming

The library may claim serial issues that have not arrived either manually or automatically.

Claim period parameters are set up in the subscription record to determine how many claims to make to the supplier and the number of days that should pass between claims. For each subscription, the user determines the number of claims that should be sent out to the supplier. This number is between zero and three.

Claims production/printing may be restricted to specific supplier(s). Claims production/printing may be restricted to specific location(s).

It is possible to assign different 'statuses' to specific issues. For example, to be able to set "missing", "lost" statuses on specific parts, to distinguish "missing- never delivered" from "missing - this part was never published".

4.2.5 Routing

The routing flag in the subscription record may be turned on or off at any time. When the routing flag is set to Y, the system prompts the user when the item is received that this is a routed issue and the routing list is printed.

Routing list members are taken from the Circulation module's Borrower file, which functions as a central, personal data file (with the considerable advantage that changes only have to be entered at one place).

A routing list can be edited to reflect a change in the order of users as necessary.

4.2.6 Summary Holdings Statements

It is possible to have the system automatically generate a Level 4 (ANSI Z39.71) holdings statement for each subscription from the detailed serial holdings in the system.

It is possible to record serials holdings as a summary statement ONLY i.e. in many cases, libraries simply do NOT have the detailed receipt information required to automatically generate a complete summary holdings statement, especially for retrospective holdings. It is possible to enter a straightforward summary holdings statement e.g. "Library holds Vols 1928 - 1935".

The system is capable of creating a holdings statement that combines the user-entered summaries AND the statement generated from the detailed issues.

The summary holdings statement is displayed to users of the WebOpac along with the last issue and date received.

4.2.7 MARC21/H Support

The database for serials is structured to reflect recognised Holdings standards (i.e. MARC21 and UNIMARC). The parts of the database are: Shelfmark, shelfmark set, type of holding, parts, publication pattern and items.

Shelfmark
- One for each unique location held by the library
- A shelfmark links to multiple copies of a serial or multi-volume set

Shelfmark set
- One for each unique location, physical format and copy held by the library (contains retention policy information, binding information, etc)
- Summarizes all parts/volumes (from multiple types of holdings) held in each unique location
- Summary holdings statements are maintained at this level
- Equivalent to separate MARC holdings records
- Includes textual notes (866/867/868)

Type of holding
- One for each physical format and type (basic, supplement, index) for the title
- Summarises all possible parts/volumes for the type of holding
- Equivalent to a unique combination of 007 and 853/854/855 ‡o

Parts
- One record for each unique part/volume held by the library
- Contains the enumeration and chronology for the part/volume and summarises the status with regard to each location-set
- Equivalent to an 863/864/865 in uncompressed format

Publication pattern
- One record for each change of publication pattern within a type of holding
- Contains labelling information for enumeration and chronology
- Multiple parts/volumes point to the same publication pattern
- Equivalent to an 853/854/855

Items
- One for each separately barcoded item
- Links to the Parts record for standard numbering and labelling display
- Equivalent to each unique instance of ‡p found in 852/863/864/865

4.3 Impact on AFO's

The following AFO's have been changed in order to accommodate the new serials functionality:

- AFO 111 now supports the new method of creating holdings information for serial and multipart publications. Adding (barcoded) item information for serial and multipart publications is now similar to that for single-part publications.
- In AFO 363 the option to copy profiles has been improved.
- In AFO 364 a field has been added to allow for automatic assignment of a missing status to issues not received.
- In AFO 469 a new menu option has been added for multipart/serial defaults. These can be used to create default type of holding information.

What has not changed with the improvement of the serials module is the following:

- Routing
- Claiming
- Cancellations

This functionality has remained the same as it was in earlier releases.

4.4 New AFO's

The introduction of the new serials module has also led to the creation of several new AFO's. These are:

- AFO 159 – Data dictionary/Template management for holdings.
- AFO 367 – Serials setup
- AFO 368 – User defaults

4.4.1 AFO 159

With this AFO you can maintain formats, databases and templates for holdings.
A holdings format contains the definition of which fields are part of a holdings record, which subfields each of the fields can have, what the characteristics are of fields and subfields, etc. This is similar to format definitions for bibliographic records and authorities.

Please note
When the Vubis Smart system is installed the MARC21/H and UniMARC/H formats, databases and templates are already defined. You are advised not to make any changes to these, nor to remove them. It is allowed to make small modifications to the templates (like colour, wording).

4.4.2 AFO 367

This AFO allows you to define various settings. The subscription definition settings plus the data to be entered/corrected/displayed parameters are similar to their equivalents for borrowers (as in AFO 482) and items (as in AFO 469).

There is also a section for defining serials authority lists, again similar to their counterparts for borrowers and items.

Please note
There are two types of authority list. One type has all of its entries defined by the library and is used for information purposes only (i.e. material formats – the library adds an entry for each material format it wants to track within the serials system). The other type is used to control processing within the serials system. You will notice that some lists do not allow you to add or delete entries. For these lists, you should only update the wording of the entry.

Lastly this AFO contains the definition of the various code tables used within the serials module: ship to codes, chronology codes, issue status codes, numbering codes, enumeration codes.

Please note
When the Vubis Smart system is installed various standard codes that are necessary are already defined.

4.4.3 AFO 368

If you have access to AFO 311 (Receive issues), you may set up a user defaults record that streamlines your workflow when registering receipts. . After choosing this AFO an overview screen will be displayed, where each line in the grid represents a different user of Serials control. Each line consists of User name, Default SHIPTO code and the setting for additional info prompt.

5. Cataloguing permissions

5.1 Introduction

The Vubis Smart cataloguing module needed a further refinement of the cataloguing permissions. In releases prior to 2.4.2 the level of permissions was determined by AFO access which was considered to be too generic.
User or user group permissions for cataloguing will now be defined and controlled at record and field level.

5.2 Requirements

5.2.1 Scope of permission settings

Permission settings are defined and verified per database.

5.2.2 Users and user groups

Permissions can be defined both for individual users and for user groups. A user group may contain any number of users, and a user can belong to multiple user groups.
A special user * may be created with the default permissions. If there are no individual user permissions or user group permissions for the user, then the default permissions will be used.
If no permission settings are found, everything will be allowed. This provides compatibility with the situation prior to release 2.4.2.

5.2.3 Types and levels of permissions

Permissions can be set at the following levels:

- Record type and status (add, modify or remove record)
- Record technical data (modification of technical data)
- Holdings information (update of holdings information)
- Order information (update of order information)
- Subscription information (update of subscriptions)
- Individual field (add/modify/remove field, heading creation, visibility of field)

Note that the permissions for updating "Order", "Holdings" and Subscription information may become dependant of other permission settings in the future (when similar permissions are implemented for the acquisitions, circulation and serials modules).

The record type for authorities is always *, as no record type distinction exist for authorities.

5.3 Implementation

5.3.1 Interface

A new submenu is added to AFO 651 -> Server parameters: "Cataloguing permissions". This submenu has the following options:

- Permissions
- Users and user groups

5.3.2 Setup of permissions

The database level
At the database level a select list with databases is shown, with an indication whether permissions have been defined for this database or not.
A special database * is defined (both for authorities and bibliographic databases) that can contain default permissions that are used if no specific permissions are set for a database of that application type.

The profile or record level
Every database can have any number of permission profiles. Every profile has a name, and is linked to a record type and a list of record statuses for which the profile is valid. The record level permission settings are a property of the profile. They determine if the record of that type may be created, modified or removed, if the technical settings of the record may be modified, and if access to the shelfmark, order and subscription update functions is allowed.
Finally, every profile has a list of fields associated, with the permissions for these fields.
Profiles can be added, modified, removed or copied.

The field level
At the field level the add/modify/remove permission can be set for any field, as well as a visibility flag. A field of which the contents are not visible automatically has the add/modify/remove permission field set to "not allowed". For authority controlled fields a permission can be set for the (implicit) creation of new headings. Without this permission only existing headings can be used for the field.
A special field * can be used to set default permissions for non-defined fields.

5.3.3 Users and user groups

Users and user groups are accessed through the corresponding menu option in AFO 651. A select list is shown with all user groups and users (both grouped under a header). User groups can be added, modified or removed, and permission profiles can be added to, or removed from, users or user groups.

A user or user group can (and probably will) have multiple permission profiles assigned. Permissions are assigned by selecting the user (group).

A user can belong to more than one user group.

5.3.4 Verification of permissions

Retrieval of the permission profile
For the verification of the permissions, the permission profile to be used must be selected:

The record type and record status are used to obtain a list of valid permission profiles for that type and status within the database.
The system will check all permission profiles that can be applied for the given user and record type/status, and always take the most restrictive permission. So if for instance two permission profiles can be applied in which a field may be modified according to the first one, but not to the second one, the second profile rule will apply.

Contradictory permissions for a user will be reported when the permissions are compiled into runtime format (this is done whenever the permissions are changed).

Verification
The verification of the permissions for the different cataloguing actions is implemented as follows:

- Addition of a new record
  The permission is checked based upon the record type
- Modification of an existing record
  The permission is checked based upon the record type and record status
- Removal of an existing record
  The permission is checked based upon the record type and record status
- Modification of the technical data of an existing record
  The permission is checked based upon the record type and record status
- Copy of an existing record
  Only allowed if addition of a record of the record type is allowed
- Merge of an existing record
  Only allowed if addition, modification and removal of this record type/status is allowed.
- Global delete (from SSP functions)
  Record deletion will not be allowed when the user has no permissions for it

Once permission has been given to add or modify a record, the permission checks are done at the field level:

- Addition of a new field
  If not allowed, the field will not be shown in the list that is obtained with Ctrl-F5, and if the field is typed in manually, it will be refused upon saving.

- Modification of an existing field
  If not allowed, the field will be protected in the record editor. If the field contents should not be visible they are displayed as stars and the field will be protected.
- Removal of an existing field
  If not allowed, the field will be protected in the record editor. If the field contents should not be visible they are displayed as stars and the field will be protected.

Addition, modification and removal of relations through the relations group on the record overview screen will be verified based upon record type, record status and the field that is used to store the relation internally.

Authority controlled fields
If an authority controlled field is created or updated, and if the user has no permission for the creation of new headings, then (s)he will only be able to use *existing* authorities for the bibliographic field. Any attempt to enter a new authority, or change an existing one, will be refused in that case.

6. Borrower Card Replacement

6.1 Introduction

With release 2.4.1.17 the following new feature was introduced: When the barcode is replaced, it is retained in a history file (^ULNrHist). The history of replaced barcodes can be seen for each borrower, in the sense taht for an existing borrower old (replaced) barcodes are retained. Depending on a new parameter the replaced barcode kan not be re-used. barcodes of deleted borrowers could not be re-used at all since 2.4.1.17. Since then there have been requests to enhance the treatment and follow-up of replaced borrower cards, so there also will be a check on barcodes of deleted borrowers.

Basically the following has been implemented:

1 – Removed barcodes are stored in an archive file (^ULNArch), which until now there was not checked. Records in ^ULNArch can not be viewed for provacy reason, these relate to borrowers no longer registered.
A new parameter for allowing re-use of archived barcodes has been introduced. (The default is do NOT allow). If this re-use is not allowed, there is no change compared to 2.4.1.17.

2 - If allowed, the following changes occur compared to 2.4.1.17 when entering a new borrower. Instead of the error message, a form will be displayed with a text saying this is a used barcode etc. and the user is invited to type the borrower name.

3 - This borrower name is matched against the name in the archive file.

4 - The form can result in 3 situations:

CANCEL button is used: Go back to barcode screen.
OK button is used & name is correct: OK go on with creating new user. Remove entry from archive file.
OK button is used & name is not correct: Error, show form again.

6.2 AFO 481

In *AFO 481 / Miscellaneous / Circulation workflow / Borrowers*, a new parameter are introduced: "Do not permit re-use of removed barcodes". This is the 9th parameter on this form. It is introduced to make a dictinction with parameter 8: "Do not permit re-use of replaced barcodes"
This parameter determines what should happen when you enter a barcode on creation of a new borrower record, that has been used in the past. If this parameter is not checked and the barcode entered is for the same borrower (name matches) then re-use is permitted, in all other cases it is not.

7. Release notes for various Functional Enhancements

7.1 Introduction

Although version 2..4.2 is mainly meant to introduce the new serials module, a few new items of functionality or improvements to existing functionality in other areas have also been added. They are described in the next sections

7.2 Export category and tax code changes (various AFO's)

Overview
Some changes have been made to the AFO 278 export routines.

A new parameter has been added to AFO 272 – Miscellaneous
Prompt for additional order fields before first partial order. This parameter controls whether you are automatically prompted for the Export category and Tax code fields when entering a new order.

Prompts during ordering process, AFO 211 or AFO 216

If this parameter is set, then in AFO 211 when you select the New order icon from the Order summary screen, the system prompts you with a form that includes the Tax code and Export category fields.

If this parameter is set, then in AFO 216 when you select the Add to multi-title order icon from the Order summary screen, the system prompts you with a new form that includes the Tax code and Export category fields.

The values for tax code and export category are then stored and displayed on the Order detail screen after the partial orders have been added.

Display and entry of tax code/ export category in AFO 217 – Selection process

Each title in a potentials file can be updated (using the Update header icon) to include the tax code and export category code fields. These fields are also displayed in the title header portion of the Potentials file selection screen.

When the selections made in the potentials file are turned into orders, the created orders automatically contain values for tax code and export category.

Exporting Receipts and receipt cancellations

Once an order has been exported via AFO 278 it is also possible to export receipts and receipt cancellations for those orders.

Exporting cancellations and cancelled cancellations

Once an order has been exported via AFO 278 it is also possible to export cancellations and cancelled cancellations for those orders.

7.3 AFO 141 – Various changes

Various data elements that were not previously available have now been added for reporting purposes in AFO 141.

Please note
For the 2.4.2 upgrade, any existing ISSUES or SUBSCRIPTION related profiles will no longer function due to the extensive data structure changes for the serials module. All profiles using any data elements related to Issues or Subscriptions will have to be redefined.

In the SSP module, if data elements are no longer defined for Selections, Publish profiles etc.,an attempt to execute a profile may result in various error messages.

When viewing the details of one of the profiles when the data element is no longer defined, we see that the wording is missing. If an element is no longer defined, the EXECUTE (321…) button will be disabled

Data Properties will contain the old ApplicationName.element in the list. This will need to be changed to a valid setting

The profiles will not be executable until they are redefined.

7.4 AFO 233 - Print without restriction/selection

A new menu option has been added to AFO 233 to allow for printout by date range for all suppliers / budgets.

After choosing this third menu option, you will be prompted as follows:

The fields on this form are the same as for the other two options on the AFO 233 menu.

7.5 AFO 361 – Enhancements

7.5.1 AFO 361 – New general parameter

A new parameter has been added to the General defaults form:

Number of days to keep routing slip (0=indefinitely)
> Numeric value – if 0, routing slips are not deleted by the new 'Delete routing slips from print file' job.
> - if n, routing slips created today and up to n days prior to today will be kept and all others will be deleted. For example, enter 1 to keep routing slips created today and yesterday.

7.5.2 AFO 361 – New menu option

A new menu option has been added to AFO 361 – Delete routing slips from print file:

Choosing this option will result in the standard screen for starting processes. The process looks for routing slips that are older than the number of days specified in the General defaults form and deletes them from the system.

7.6 AFO 418 – Picklist - Route exhausted

There was a need to be able to remove items from the 'Reservations Messaging -
Exhausted' list, when staff are satisfied that the message has been fully dealt with,
without affecting the progress of the outstanding reservation which may remain active
on items still on loan.

To achieve this a new icon (the standard Delete icon) has been added to
AFO418/Route exhausted grid display.
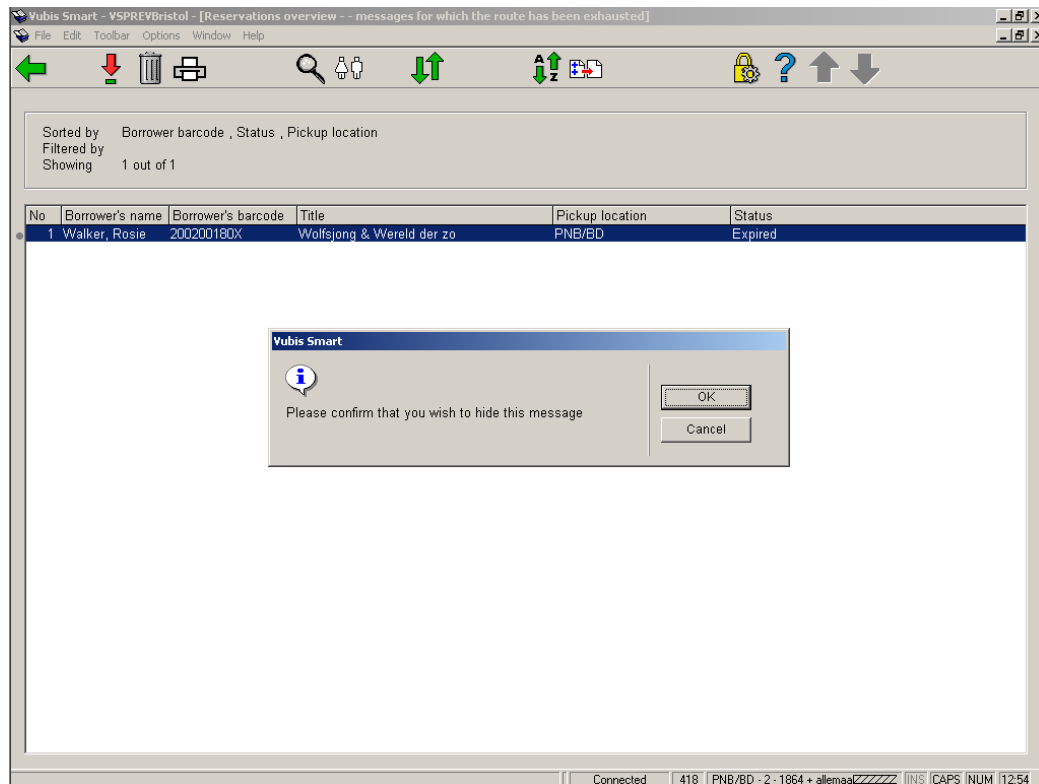
After selecting this option, the system will prompt for confirmation.

Special note : This command Icon is NOT available if the "SHOW ALL
LOCATIONS" filter is turned on.

7.7 AFO 431 – Enhancements borrower administration

7.7.1 AFO 431 – New lines on Borrower Details screen

Two new lines have been added to the Borrower Details screen in AFO 431:

Line 12 provides information on routing lists within the serials module.
Line 13 provides information on orders within the acquisitions module.

Please note it is not possible to delete a borrower record when the borrower is linked to a routing list and/or appears as requestor on an order.

Statuses that prevent a borrower from being deleted are shown when choosing the Technical Data option on the main AFO 431 screen, on the second screen of the popup window. This information window may show
"Borrower is on a routing list", "Borrower is a requestor on purchase order".

7.7.2 AFO 431 – New MAX option

A new option MAX number of loans has been added to the borrower overview screen to specify the max. items on loan for a specific borrower. Selecting this option result in a form popping up where you can specify a different Maximum number of loans for a particular borrower. If this is set, then it is used, instead of the MAX values from the borrower or item maximums set elsewhere.

7.8 AFO 481 – Various enhancements

7.8.1 AFO 481 – Loan status update - reporting

When running the Loan status update from AFO 481 in batch / memory mode, there will be a report that can be viewed via AFO 642.

The report is written out based on the language code found in the UserID record which is used to start / schedule the process and the output will not change to the current viewer's language as it is written out as part of the processing.

Report example:

Results of loan status processing : 16 Nov 2006 18:45

Total of items processed : 2366
Total of items with current loan status : 48
Total of items with changed status : 2
Total of items taken off loan : 0
Total of borrowers processed : 5157
Total of borrowers with statuses changed : 1
Total loan status codes deleted : 1

7.8.2 AFO 481 – New parameter for fines calculation

Because in some cases Regular closed days (AFO 484) were not being taken into account in fine calculation (e.g. when fine is calculated every 2 days), a new parameter has been introduced to AFO 481 – Fines – Fine calculation..

It is the fifth entry in the fine calculation parameter; i.e. amount / period / exemption / maximum amount / use daily fine rules.

If this entry is set to 1, non-daily fines (those with something other than 1 in the second entry), use the same logic as daily fines. If not set, non-daily fines would follow the same logic as before.

7.8.3 AFO 481 - Miscellaneous - Circulation workflow - Printing - Miscellaneous

A new parameter has been added to AFO 481 - Miscellaneous - Circulation workflow - Printing – Miscellaneous: *Postage charge based on*.

If the first option is checked, postage charges are calculated based on the parameters set up at the borrower's home location. If the second option is checked, postage charges are calculated based on the parameters set up at the location where the notices are being generated.

7.8.4 AFO 481 – Revised parameter for checking validity of account numbers

The parameter *Validate bank account no.* in AFO 481 – Miscellaneous – Circulation workflow - General has been changed so that now giro account numbers are validated as well. Validation takes place when entering an account number in the borrower record via AFO 431.
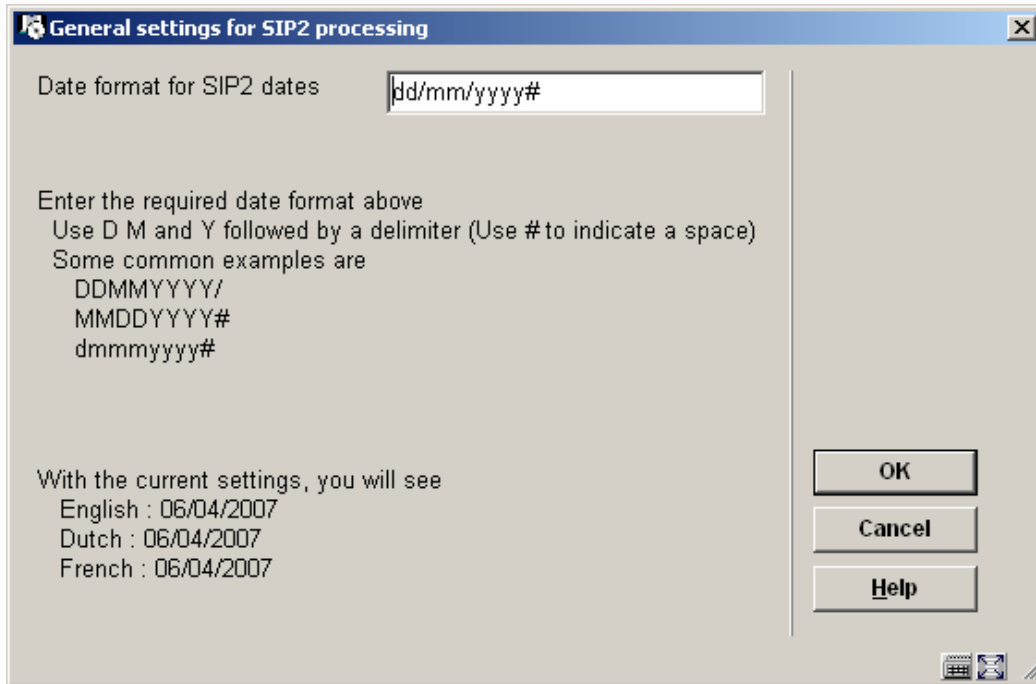

Please note
This validation only applies to Dutch format bank and giro account numbers.

7.8.5 AFO 481 – New menu option for SIP2 settings

There is a new menu option within the Miscellaneous section of AFO 481 for setting the date format for the SIP2 server.

The date format to be displayed may be set here. The use of the "variables" D,M and Y define how Days, Months and Years should be displayed.
Finally a delimiter may be added – typically / or "#" to indicate explicitly that a space is required.

The default setting is "DDMMYYYY/" (giving 23/11/2007, for example).

At the bottom of the form, the system shows today's date as it would be displayed in each of the main system languages.

If the date format is changed, then using the OK button will save the setting as usual but then redisplay the form with the date examples refreshed with the latest setting. (and you may then press OK or Cancel to exit the screen).

A major use of this form would, of course, allow U.S. sites to display dates in the Month/Day/Year form, typically used in the USA.

Please note
This setting is system wide.
*Some sites have output forms other than dd/mm/yyyy in previous releases.*
These sites must check and amend this parameter to ensure that their system behaves as before.

7.9 AFO 483 – Various enhancements

7.9.1 AFO 483 – Email notice texts – Invoices

In the section Email Notice Texts a new option has been added, Invoices.

Selection of this option offers the following screen allowing you to define the subject and an additional message for invoices sent by email.
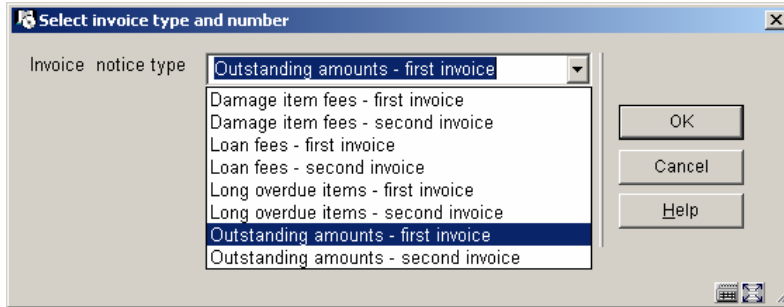

As for other types of notices, the system lets you subsequently select a language, followed by an input form for the subject and additional message settings.
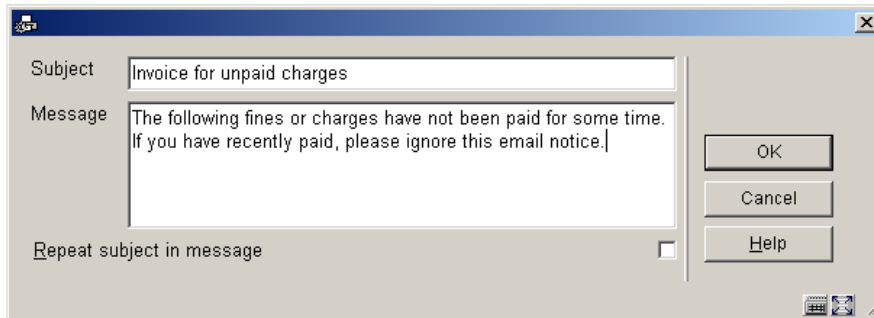
### 7.9.2 AFO 483 – *Number of days to store print files*

A new menu option has been added to AFO 483, which allows you to specify the
number of days print files must be stored OR how many files you wish to retain. This
enables you to reprint files if necessary.
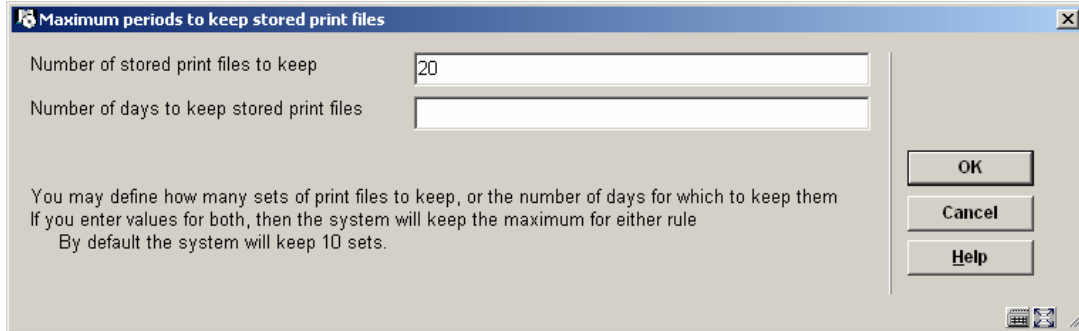
7.9.3 AFO 483 – Enhancements for SSP notices

The selection of a print profile (SSP) from AFO483 has been enhanced to offer a dropdown list of possible notice types; prior to this release you had to enter the coded form of the notice type.

The following screen shot shows an example.
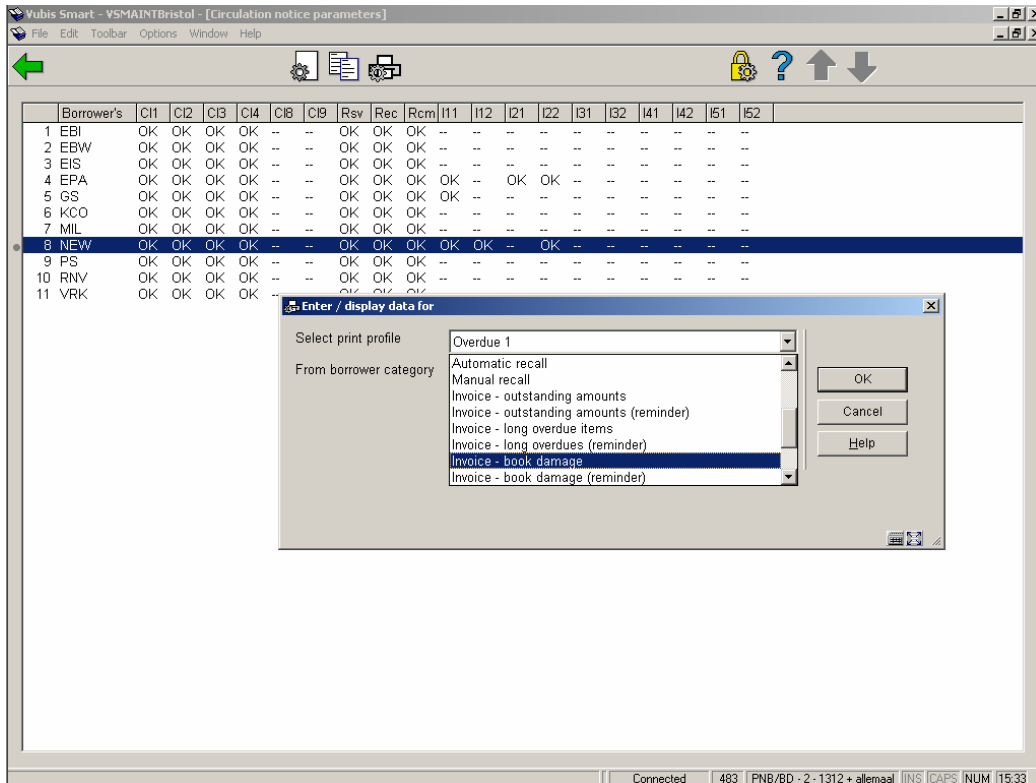
Also, a new icon has been added to this overview screen for handling notices over multiple pages. Selecting this option will result in the following form:

If the output for a given notice type extends across multiple pages of output, then the following option allows you to specify whether the headers and footers should be repeated on the continuation pages. This is particularly relevant if notices are sent using automated enveloping machines.

The above screen shows the setting defined for the current logged in location i.e. the setting is defined on a per location basis. However, in general, the setting is likely to be the same for all locations. so when the settings are saved (by clicking OK), then another form is popped up, allowing you to populate all locations with these settings.
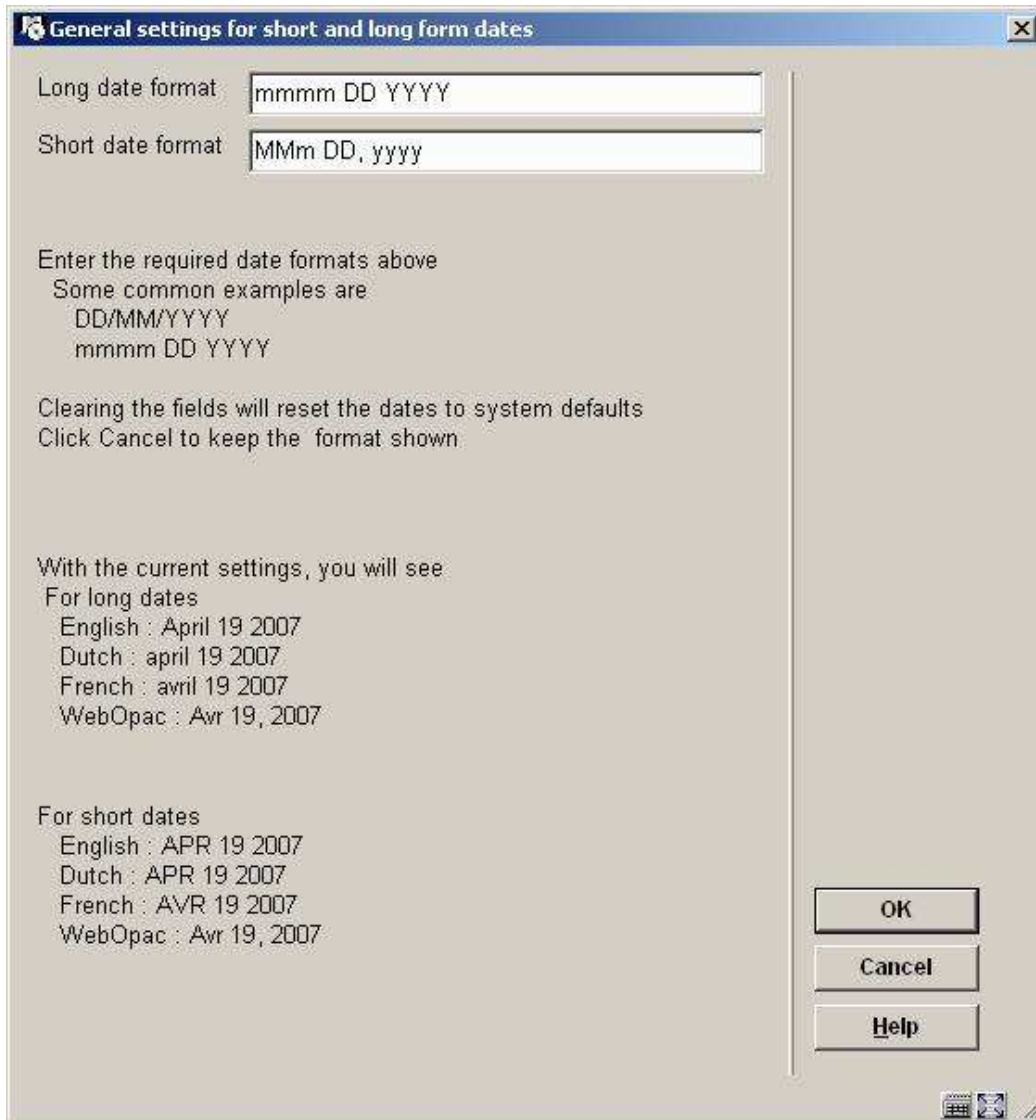
7.10 AFO 494 – Toggle mode

The toggle mode button which allowed switching from the list of active articles to the article archive (and back) was confusing for most users and has been removed from the application. Access to both options (active list and archive) is of course still possible from the main AFO 494 menu.

7.11 AFO 651 – Various enhancements

7.11.1 Date format

A new menu option has been added to AFO 651 to define date formats. Here you can specify the required notation for display of long and short date format in the application.

General settings for short and long form dates

Long date format   mmmm DD YYYY

Short date format   MMm DD, yyyy

Enter the required date formats above
  Some common examples are
    DD/MM/YYYY
    mmmm DD YYYY

Clearing the fields will reset the dates to system defaults
Click Cancel to keep the format shown

With the current settings, you will see
 For long dates
    English : April 19 2007
    Dutch : april 19 2007
    French : avril 19 2007
    WebOpac : Avr 19, 2007

For short dates
    English : APR 19 2007
    Dutch : APR 19 2007
    French : AVR 19 2007
    WebOpac : Avr 19, 2007

[OK]

[Cancel]

[Help]

7.11.2 Email parameter

There is a new Interactive parameter on the Email and SMS parameter form to switch Email functionality on or off.

If the parameter is ON, then Email output can be used for notice production.
If the parameter is OFF, any contact methods / email output generated will be printed instead.

Email working directory - Email output which is generated by the server based email is sent to a temporary directory for the mail server. This directory is local to the Vubis Server.

Note that files in the format em####.txt are the contents of the email (previously sent as attachments). You will need to set up a script to clear these files from this directory on a periodical basis as they will not be cleared from this directory automatically.

7.11.3 Commercial barcodes parameter

There is a new option in AFO651 allows for the index to be used on a Commercial barcode search to be defined. No change to the current default of "Index4" - however, if the index defined (or the default) does not exist, then the Commercial barcode search option is not offered in AFO111.

7.12 Addition to the SIP Server

In the SIP Server, support is added for the Xafax request/response 43/44.
This is an option to register services outside Vubis Smart for which payment is required. The following services are available:
- use of a printer
- use of a copier
- use of a PC, for instance for Internet access
- "I owe you", i.e. borrower has received a fee to be paid back later
- "refund", almost identical to "I owe you"
- use of a locker
- unknown service but to be paid anyway

For these options to work, we have agreed to make those services possible to be registered in the borrower record as a specific (as yet unpaid) article sale, so called "system articles".
The first time a request is received with such an option, this article is automatically defined in the system "Sale items" tables (managed in AFO 494).
To prevent unwanted deleting of such an article, the internal code has an ! as first character. The system does prevent deleting articles with an ! as first character.
The following codes will be used:
!PRN - use of a printer
!COP - use of a copier
!PCI - use of a PC, for instance for Internet access
!IOU - I owe you, i.e. borrower has received a fee to be paid back later
!REM - refund, almost identical with "IOU"
!BOX - use of a locker
!UNK - unknown service but to be paid anyway

An additional field (non-standard) has been added to the SIP2 protocol to allow for borrower authentication via a third party SIP PC Booking software.

7.13 Authority searching

There are some changes for setup of authority searching, particularly for Marc21 users. This will allow for the default search type to be defined for authority searches. It includes the following:

1. If the checkbox parameter in AFO651 / Miscellaneous cataloguing is set, then any text entered in authorised subfields defaults to the search expression for authority search.
2. The input form for AFO151 / Formats / specific authority link subfield (e.g. 650/$=) for specific databases now allows the index order to be specified rather than alphabetic.
3. The conversion sets this to standard values, e.g.
^SysDD("Bib","Formats","MARC21/B","SubfieldProperties","650/$=","Relations"," AuthorityIndexes",6)=Subjtopical,Mlccn
4. Databases with no records (Marc21 dummy) no longer appear on authority search form in the record id section.

7.14 WebOpac Preferences

Under Options – Per Profile a new checkbox has been added Display related works button.

Weights for finding related works
Display related works button
This can be checked to suppress or display the related works button for a database on a per profile basis

Under – User activities – Per profile, the section for CARDEX display has been updated to accommodate the new fields available for serial type records.

Under – User activities – Per profile, a section has been added to allow you to specify various texts related to feedback.

Under – User activities – Per profile an option has been added to activate or suppress the ability to modify or delete the reservations.

Show button for reservation removal: Yes

Show button for reservation change: No

7.15 WinBus/WinCirc enhancements

For version 3.2, build 4 the following enhancements/fixes have been implemented:

- Add additional fields to borrower registration: all optional fields, "Contact" field

- Display texts instead of codes in authority controlled borrower registration dropdown lists (see online help for usage)

- Replacement barcode link sometimes disappears after borrower update

- Fixes for new membership payment

- UTR records from offline processing sometimes have decimal values in date/time

- Add borrower: membership fee is calculated before borrower category is assigned

Please note
It is not necessary to upgrade WinCirc when you upgrade to 2.4.2 - the previous versions are compatible with the new server routines.

For WinBus the upgrade to 2.4.2 is recommended.

7.16 Documentation updates

For other smaller enhancements delivered with the 2.4.2 release, please consult the
On-line Help documentation.
On-line Help for the following AFO's has been updated:
111, 117, 121, 141, 151, 211, 216, 217, 22, 233, 243, 247, 272, 351, 352, 353, 363,
364, 411, 412, 413, 414, 415, 417, 418, 423, 431, 451, 462, 464, 466, 467, 469, 481,
482, 483, 487, 488, 491, 492, 493, 494, 497, 611, 616, 622, 631, 651

Please note
AFO212 has been placed out of use.

There is new online help for the following AFO's:
159, 300, 311, 312, 321, 367, 368, 618

Lastly some general documentation has been added on the following subjects:
Loan Plan (Lenen Loont), Introduction to working with Vubis Smart, Year end
processing

8. Answerlink defect/enhancement list covered with 2.4.2

Following is a summary of customer reported defect fixes and enhancements requests introduced with version 2.4.2.

AFO431 - Technical Status button now shows details on why a borrower may not be deleted. This could include outstanding transactions or a link to the serials / acquisition modules….

AFO125 - If the 'Part of Shelfmark' definition has a prefix of [XXXX] then this is checked for the sublocation portion of the shelfmark   To match on sublocation of a shelfmark, then enclose the sublocation code in [ ]

AFO611 / AFO483 - Login restrictions to the AFO 483 definitions have been re-implemented.   These are defined under the AFO611 - Borrowers and Loans(Continued) and allow administrators to control login IDs access to the different Notice / Output format definitions

Circulation Transaction types added:
30.58 - Circulation Note Added / modified   (posted when the circulation note in AFO431 is modified
30.59 – PIN code (re)generated
For all places where a PIN is added/modified,
(1) (Re)generation in AFO 431
(2) Automatic generation (parm in AFO 482)
(3) By the user in the webopac.   For the WebOpac the change is done on behalf of user "PUB

WebOpac - (set up only by Infor Staff though)   Ability to specify URL link from client to WebOpac based on institution.

WebOpac - Enhancements to the RSS Interface as well as internal processing. WebOpac display has been modified to a cleaner display

WebOpac - Interactive parameter field added to enable Secure Connections for Borrower Activities / functions has been added to the Options and Texts form - Field – Use secure connections. Note that n order to get the secure connections working for Patron activities only in WebOpac,   the site must first have their server's Internet Services set up to use a valid Security certificate

WebOpac - The Request ID in the URL of WebOpac functions is now encoded for security reasons.

WebOpac Date format is specified in AFO651 Date settings.   For US sites, any site online help, labels or help prompts for date related fields may need to be modified to match the format of the date format selected.

HTTP API for incoming requests.

WebOpac -   ASelect for Borrower Authentication has been added for User activities

Upgrade procedure -   WebOpac routines and globals are now automatically updated by the upgrade wizard.

AFO 631 - Conversion profile maintenance - Impossible to add values defined in non active indicators - required to correct invalid indicators which have been loaded. (see 102086 - There is an attachment for this call

AFO142 - Title Accession History reporting "Add Title Accession History.

AFO469 Circulating Stock Rules – parameter 'Days at location"has been amended so you can enter a range of days, e.g. 100-200.

Webpreferences - means of displaying different Item details between a monograph and a volume/serial. Data elements for the details display are configurable as different sets. So one can define these fields as part of the holdings details, but they are only displayed for the correct record type and are suppressed when monographs are displayed in detail.

AFO321 – new options on receipt information screen.

AFO 481 - new option on trapping parameters screen.

AFO 482 - options for borrower name display also apply to WebOpac display

AFO 618 - new menu option for route exhausted actions; also effects route exhausted option in AFO 418.

AFO's 411, 412, 413 (and others) - for most system messages the user must click on the OK or Cancel button (or Press <return>/ <ESC> respectively) to acknowledge the message. If text is entered before pressing <Enter> or if a barcode is wanded in response to these system messages, then the message is repeated and the input string is discarded to ensure that the proper acknowledgement of the message is received prior to continued processing. This applies only to messages which have the OK, the Cancel or OK+Cancel buttons appearing.