


Media Management System

Release 15.0

This document lists enhancements and fixes included in the 15.0 Release of the Media Management System. Only a user with district level authority will have access to the features listed below under DISTRICT LEVEL. LIBRARY LEVEL features should be available to each media specialist.

We have attempted to fix all previously reported program problems as possible. All resolved problems have not been listed.

Green Screen Users: For every reference to an icon, you will find an 'F' key or function key. The hover text for the icon or button will display the function key equivalent. For example: the  icon has an F2=Info equivalent in Check Out.

To the best of our knowledge, all reported J Walk problems have been corrected. If you reported a problem and we failed to correct it, please notify us.

Unless otherwise noted, all new, enhanced and fixed programs apply to the Library Management System (LMS), Media Booking System (MBS), and Textbook Management System (TMS).

DISTRICT LEVEL

LM009 (MARC Record Export)

- The destination folder/file where the MARC records will be saved after export now displays on the screen directly below the "Max. size of disk files...." field.

LM889 (Maintain Special Program Options)

- Option LM412 – Allow F2 Update. In Check Out, this option controls the updating of all the patron information displayed in the F2=Info. If this option is 'N', then only "Block Checkout", and "Comments" can be updated.
- Option LM750 - When printing overdue items or confirmed fines, this option controls whether the due date should be equal to the end date of the range or less than the end date.
- Option LM804 – This option controls the printing of the "Patrons Advanced Reservations" report whenever the LM804 Reservation Bump program is run and reservations are advanced.

Warehouse/Textbook Software Only

WH889 (Maintain Special Program Options)

- Option WH201 – This option controls whether a price is required for non-chargeable items. You may also choose to default the price from WH200.
- Option WH210 – This option controls the edit checking for Textbook courses and enrollment. If the option is 'N', all textbook requisitions are then processed as regular warehouse requisitions and do not pass through WH214 (Textbook Exceptions).

LIBRARY LEVEL


LM304 (Cataloging)

- Fixed a problem that would not let you change the second indicator to '0' in the 740 MARC tag.

LM305 (Maintain Holdings (accessed via LM304 (Cataloging) or LM301 (Maintain Bibliographic File))

- You can now assign up to four Division Codes to each bar code when adding or editing a barcode.

LM322 (Work with Multiple Items)



- You can now replace hold codes for items already placed on hold. For example: In the past if a barcode already had a hold code of 'Lost' and now you want to withdraw the barcode, you always had to first remove the 'Lost' code and then assign the 'Withdrawn' code. Now the program will replace the 'Lost' code with the 'Withdrawn' as you are assigning it. However, if the 'Lost' code is still linked to an open accounts receivable record, the 'Lost' code cannot be replaced.
- In the past you had no way to replace one division code for another. A new action,  (Xfer = Transfer) has been added to allow you to replace one division code with another. The Transfer action is only used when working with Division Codes. You can replace a specified division code assigned to all titles or limit the replace to a control number.



LM345 (Maintain the Patron Information)

- Change the program so 'Locker', 'Class', 'Homeroom', and 'Master School' do not display for public libraries. Changed 'Patron Origin' to allow the field to be blank.


LM412 (Check Out)

- A Patron Information popup has been added in Check Out to view address, phone number, and other patron information with an option to allow updating all or only user-maintained fields. To view the popup click on the  icon (F2) below the patron name.
- A new feature has been added to Check Out for logging and tracking patron notations for specific issues such as tracking that an 'Acceptable Internet Usage Policy' has been read and signed by patrons. See attached instructions for using this feature.
- List LM654A (Reservations by Title and Author) available from Check Out has been changed. Access this list by clicking on  (F9). See LM654A below for more information.
- Changed the Reservations popup to default the patron barcode.







LM413 (Check In)

- List LM654A (Reservations by Title and Author)  (F11) has been added to Check In. It lists all patrons with an upcoming reservation for the selected highlighted title. See LM654A for more information.
- Reservation information has been added to the LM706 reported generated during Check In.

LM416 (In-House Item Usage)

- Release 12.0 gave you a new option to forgive charges for “Lost” items recovered during Check In, Check Out and Inventory. Program LM416 was overlooked at that time. It now will forgive charges for “Lost” items recovered if a ‘Lost’ book is scanned in this program.
- List 654A (Reservations by Title and Author)  (F11) has been added. See LM654A below.

LM420 (Interlibrary Loans)

- The item information popup has been added to the list options to view details about the item that has been borrowed or loaned. To view the popup place your cursor on the item and click on the  icon (F6).

LM430 (Circulation Desk)



- List 654A (Reservations by Title and Author) has been added to ‘Titles Out’ (List LM636-Items Checked Out). See LM654A below for more information.
- Changed the Overdue Count by Type list to include the number of items overdue for each patron type.
- Enlarged the ‘Options’ popup. You can now print both a receipt and a confirmation and can route the printouts to the same or different printers.

LM501 (Define Letters)

- The letter program was changed to allow for including an email address in the body of the letter. There was a prior conflict with Merge codes because of the @ sign.



LM654A (Reservations by Title and Author)

- This list has been added in several programs in the software LM430 (Circulation Desk) on the “Titles Out” list, LM412 (Check Out) and the ‘Exceptions popup’, LM413 (Check In), LM416 (In House Usage), and LM320 (Maintain Library Items File). The list includes all reservations in the date/time order the reservation was made regardless of the control number. Control numbers are considered a match if the title, author, and general material designation match. The list now includes the original date of the reservation, the total number of copies, and the number of copies currently available for check out. Also added to the list is the capability to print or email a patron notification of the reservation.

LM710 (Uncirculated Items Report)

- Changed report to look at acquisition date when processing. It no longer includes new items acquired after the ending range date. The report also no longer includes ‘Lost’ or ‘Withdrawn’ items.

LM710J (Print Open Circulation Report)

- Added sort options to the report. Now able to sort by Title, Call # or Patron.



LM712 (Print Most Popular Titles)

- This report will print for the most popular titles circulated in your library, you can choose the number of titles you wish to print for, top 10, 20, etc. This report may need to be added to your menu.



LM731 (Library Item Cleanup Reports)

- This report will help with the clean up of your collection. You can run it for items with zero or questionable prices, items with blank or questionable copyright dates or items with blank call numbers. This report may need to be added to your menu.

LM767 (Print Copyright Report)

- This report will now print the average copyright of your collection.
- Added option to print for specified System/Library item groups.

LM817 (Create A/R Records for Overdues)

- Added a date field so you can limit the update to affect only the books overdue prior to the specified date.

LM820 (Deletion Of Inactive Bibliographic Records)

- Fixed the problem where the program was not verifying the 'Active' status of the MARC record before deleting it. If the status was incorrect, the bib record might be deleted.

TEXTBOOK MANAGEMENT SYSTEM

TX800 (Remove Textbooks)

- Added a 'Building/Location' field, to allow individual campuses to delete the out of adoption textbooks in their building only.

TX817 (Create A/R Records for Overdues)

- Added a date field so you can limit the update to affect only the overdue textbooks prior to the specified date.

WAREHOUSE/TEXTBOOK MANAGEMENT SYSTEM

TX322 (Work with Multiple Items)

- Added a feature that will update the warehouse quantity in WH201 (Define Warehouse Inventories) when textbooks are moved from a building back to the Warehouse.

TX360 (Textbook Receive/Assign/Move)

- WH728 (Changed the Textbook Over/Short) list to LM608D (Textbook Inventory Totals). This list displays the total textbooks in your building for the title. Included on the list are the number of textbooks: 'Available' (total textbooks in the building inventory); 'In' (quantity of textbooks not checked out); 'Out' (quantity of textbooks checked out); and 'Held' (quantity of textbooks marked lost, lost and paid, withdrawn, etc.)
- The 'New Textbook Confirmation' popup will now default the bookroom Responsibility Code. The code can be changed.



WH200 (Define Stock Descriptions)

- Added a pop-up with the option to update the price in all the barcode records in TX320 (Maintain Textbook File) when you change the price in WH200.

WH201 (Warehouse Inventories)


- A View option was added to the Books O/S popup (F15) on page 2. View will display list LM608D (Textbook Inventory Totals). This list displays the total textbooks in each building for the title. Included on the list are the number of textbooks: 'Available' (total textbooks in the building inventory); 'In' (quantity of textbooks not checked out); 'Out' (quantity of textbooks checked out); and 'Held' (quantity of textbooks marked lost, lost and paid, withdrawn, etc.)

WH205 (Define Stock Descriptions)

Options added to Process Menu

- Process #4 (Reset stocking levels): Added an option to print a report only without resetting stock min and max values. The report prints what the results would be if you choose to Reset stocking levels.
- Process #6 (Clear proposed stock orders): Changed the program to allow for clearing the entire Proposed Stock Order file or clear for a specified Purchasing Group or Category.

WH210 (Warehouse Requisitions)

- When a user is assigned to one catalog, the catalog will now default on the Action screen.
- Added an option in WH889 (Maintain Special Program Options) to allow you to disable the edit check in this program for textbook courses and enrollment. If the option is 'N', all textbook requisitions are then processed as regular warehouse requisitions and do not pass through WH214 (Textbook Exceptions). Users can order any textbook in the catalog without being blocked. See WH889 on page 1 for more information.
- On page 2, the list available from the Catalog button (F5) has been changed. It now includes the courses linked to the textbook. If the textbook is linked to more than one course, an asterisks displays to the right of the title. To view all courses linked to the textbook, select a title and click  (View). The WH773T (Course Codes for a Textbook) popup will display listing all the courses.

WH214 (Textbook Exceptions)

- A View option was added to the Books O/S popup (F15) on page 2. View will display list LM608D (Textbook Inventory Totals). This list displays the total textbooks in each building for the title. Included on the list are the number of textbooks: 'Available' (total textbooks in the building inventory); 'In' (quantity of textbooks not checked out); 'Out' (quantity of textbooks checked out); and 'Held' (quantity of textbooks marked lost, lost and paid, withdrawn, etc.)

WH220 (Define Textbook Summary Records)

- Changed this program so the Responsibility Code and Status will default in 'Edit' and 'Add' modes. The Responsibility Code will be the first or only code in the file. The Status will default to 'U' since you cannot make an entry with an 'A' status.

WH810 (Print PO Receiving Information)

- The following changes were made to this report: All quantities were moved to one column; ordered cost and receiving cost were moved to the right side of the report; and a total for received cost was added.

WH813 (Inventory Comparison Report)

- Report was changed to print the price from WH201 (Warehouse Inventories) if present. If zero, the price from WH200 (Define Stock Descriptions) is printed.

WH815 (Inventory Usage Report)

- Stock total was added to this report.

Patron Notation Tracking

A new feature allows you to log and track patron notations for specific issues such as the signing of an 'Acceptable Internet Usage Policy'. A barcode will represent the notation you need to track. The barcode will be scanned in Check Out to log the notation and you will be able to use the same barcode for every patron. The notation will display on the Check Out screen along with other patron information. Because of a date in the barcode record you can control how long the notation will display at Check Out. You will notice that the barcode is not checked out. A notation is simply logged for the patron. 'Z*' barcodes will be excluded when you do inventory.

To implement this feature follow the steps below:

1. Add the new system group 'Z*' in LM120 (Define System Item Groups).
2. Add the new library item group Z* in LM125 (Define Library Item Groups).
3. Define a control number to use for the notation in LM340 (Define Other Items). For example you may want to define an item AUP for 'Acceptable Internet Usage Policy'.
4. In LM320 (Maintain Library Items File) attach a barcode to the title defined in Step 3.). After you input the system item group of 'Z*' and the library item group of 'Z*' click OK or press <Enter>, this will bring in the 'Patron notation end date for 'Z*' field item' where you can enter the date when you want the notation to no longer display. You are now ready to use the barcode in Check Out.