

Serials Manual

These are the update pages for the *Dynix Serials Manual*. The update pages are temporary and will be integrated into the manual in a later release.

Use these instructions to insert the update pages in the manual:

P-T

Insert pages 1-10 behind the P-T tab.

© 2000 *epitech, inc.*

All rights reserved. Information in this document is subject to change without notice. The software described in this document is furnished under a license agreement. No part of this guide may be reproduced or transmitted in any form or by any means, electronic or mechanical, without the express written permission of *epitech, inc.*

epitech grants the right of copying the enclosed material solely for the internal business use of the end user if (1) this document has been obtained by purchase or by license agreement in conjunction with *epitech* software, and (2) this copyright statement is included with each copy. All other copying or distribution is strictly prohibited.

This document is compatible with Dynix Release 181. It may also be compatible with later releases.

March 08, 2000 3:24 pm

Part #: 315840-115840

P-T

This update section describes updated features for the sorting the serials claim list, viewing irregularities for publication patterns, and overriding the existing calendar change. It also describes the updated features for viewing the collection and call number in Serials Checkin and viewing the history of received serial items.

Insert these pages behind the P-T tab on page 459 of the *Dynix Serials Manual*.

Sorting a Serials Claims List by Collection (PSCL)	3
Viewing All Irregular Issues for a Publication Pattern (UCR)	4
Overriding the Existing Calendar Change (UCR)	6
Viewing the Collection and Call Number in Serials Checkin (SCKI)	7
Viewing the History of Received Serial Items (SCKI)	9



Sorting a Serials Claims List by Collection (PSCL)

When you print a serials claims list, you can now choose to sort the claims by collection before printing them.

To sort the serials claims list by collection

- 1 Enter "PSCL" (Print Serials Claim List) at any Serials system menu.
- 2 Enter the line number for "Sorted by Collection."
(For example, enter "3".)
- 3 Choose a print destination.
(For example, enter "SC" to print the list to your screen.) Here is a sample serials claims list sorted by collection:

LISTING OF SERIALS CLAIMS FOR 31 JAN 00					
FOR BML, FM, GCL					
Title	Enum/Chron	Agency	Form	C#	Vendor
Time	v.1:no.1/(2000:JAN)	Frery Memorial	Text	2	B & T
The Reader	v.1:no.1/(2000:JAN)	Frery Memorial	Text	3	B & T
Choral Mus	v.1:no.1/(2000):WINT	Frery Memorial	Text	1	Choral Publi
Music Scor	v.1:no.1/(2000):WINT	Frery Memorial	Text	1	Choral Publi

End of report. Press <enter>.

- 4 Press RETURN.

Viewing All Irregular Issues for a Publication Pattern (UCR)

When you are updating or creating a publication pattern for irregular issues, you may have several irregular issues that you have listed. If there are too many irregular issues listed, then all the issues do not fit on the Publications Pattern screen. You can now view the irregular issues that do not fit on the screen. (For more information on irregular issues, see “Irregular Publications” in the *Dynix Serials Manual*. For more information on publications patterns, see “Publication Pattern” in the *Dynix Serials Manual*.)

To view all irregular issues for a publication pattern

- 1 Enter “UCR” (Update Copy Records) at any Serials system menu.
- 2 Search for and choose the serial title you want.
(This is the serial title for the copy for which you want to view the irregular issues.) Dynix displays the Copy Summary screen.
- 3 Enter “P” (Publication Pattern).
Dynix displays the Publication Pattern Summary screen.
- 4 Enter the line number of the publication pattern you want.
(For example, enter “1”.) Dynix displays the Update Publication Pattern screen.
- 5 Enter “VI” (View Irregularities).

Dynix displays the irregular issues that cannot fit on the Update Publication Pattern screen:

```
11 FEB 2000          DYNIX LIBRARY SYSTEMS          06:38pm
                   Serials                          UV Port 15
Update Publication Pattern - Main Run          Pattern  1 of  1
Title: The Daily Magazine
Frequency: Daily                               Physical Form: Text
Span:
Calendar Change:   JAN

Irregular Issues
   JAN 01      JAN 02      JAN 03      JAN 04
   JAN 05      JAN 06      JAN 09      JAN 10
   JAN 11      JAN 12      JAN 13      JAN 16
   JAN 17      JAN 18      JAN 19      JAN 20
   JAN 23      JAN 24      JAN 25      JAN 26
   JAN 27      JAN 30      JAN 31      FEB 01

<enter>
```

6 Press RETURN.

Dynix displays either more irregular issues or the Publications Pattern screen.

7 For each screen of irregular issues, press RETURN.

8 Enter "Q" to quit.

Overriding the Existing Calendar Change (UCR)

If you want to, you can override the existing Calendar Change when you are updating a continuous publication pattern. When you choose to override the Calendar Change, Dynix overrides the units at the top level of enumeration. (For example, every January the enumeration is changed.) The override acts as a toggle, so you can turn off the override if necessary. When you view a publication pattern with a Calendar Change override, Dynix marks the CALENDAR CHANGE field in the Update Publication Pattern screen with an asterisk (*) to let you know you have chosen to override the calendar change. (For more information on the calendar change, see “Calendar Change” or “Publication Pattern” in the *Dynix Serials Manual*.)

To override the existing calendar change

- 1 Enter “UCR” (Update Copy Records) at any Serials system menu.
- 2 Search for and choose the serial title you want.
(This is the serial title for the copy for which you want to update the Calendar Change.) Dynix displays the Copy Summary screen.
- 3 Enter “P” (Publication Pattern).
Dynix displays the Publication Pattern Summary screen.
- 4 Enter the line number of the publication pattern you want.
(For example, enter “1”.) Dynix displays the Update Publication Pattern screen.
- 5 Enter “CC” (Calendar Change).
- 6 Enter the new calendar change.
(For example, enter “JAN,JUN” if the calendar now changes for the issue in January *and* June.) Dynix displays a message asking if you want to use the calendar override. If you choose to use the calendar override, Dynix changes the enumeration units at the top level of enumeration. (For example, the volume number now changes in January *and* June.)

- 7 If you want to override the existing Calendar Change, enter "Y" (Yes); otherwise, enter "N" (No) and skip the rest of this task.
Dynix changes the enumeration units at the top level (if there is a units number listed) and places an asterisk (*) next to the new calendar change.
- 8 Enter "F" to file the publication pattern.
- 9 Enter "Q" to quit.

Viewing the Collection and Call Number in Serials Checkin (SCKI)

When you are viewing the issues of a copy (or subscription) your library has, you can also view information on the collection and call number at these screens in Serials Checkin:

- Serials Checkin—Copy Detail screen.
- Serials Checkin—Issue Detail screen.

Here is a sample Serials Checkin—Copy Detail screen:

Collection	Call Number			
31 JAN 2000	DYNIX LIBRARY SYSTEMS		09:46am	
	Serials		UV Port 11	
Serials Checkin - Copy Detail				
Title : The Reader's digest.				
ISSN : 0034-0375		Agency: BML		Physical Form: Text
Collection: P		Call No.: Reader's		Copy:
Enumeration & Chronology		Type	Status	Date
1.	v.1:no.11 (1988:Nov)	Main Run	Expected	01 JAN 00
2.	v.1:no.10 (1988:Oct)	Main Run	Dmg-1st claim	07 JAN 00
3.	v.1:no.9 (1988:Sep)	Main Run	Received	14 JAN 00
4.	v.1:no.8 (1988:Aug)	Main Run	Received	18 JAN 00
5.	v.1:no.7 (1988:Jul)	Main Run	Received	21 JAN 00
6.	v.1:no.6 (1988:Jun)	Main Run	Received	28 JAN 00
Receive(#), DAmaged(#), UnDo(#), Claim(#), Cancel Claim(#) SStatus(#), Not Avail(#), Expected issues, Back, Quit				

Here is a sample Serials Checkin—Issue Detail screen:

Collection		Call Number			
31 JAN 2000		DYNIX LIBRARY SYSTEMS		09:40am	
		Serials		UV Port 11	
Serials Checkin - Issue Detail					
Title: The Reader's digest.					
ISSN : 0034-0375		Type: Main Run		Physical Form: Text	
Enumeration & Chronology: v.1: no.11 (1988:Nov)					
Agency	Collection	Call No.	Status	Comments	Date
1. BML	P	Reader's	Expected		23 JUN 00
2. BML	P	Reader's	Expected		23 JUN 00
3. BML	P	Reader's	Expected		23 JUN 00
4. BML	P	readers2	Expected		23 JUN 00
5. GCL	P	Reader's	Expected		23 JUN 00
Receive(#), DAMaged(#), UNdo(#), Add, Claim(#), Cancel Claim(#) SStatus(#), Not Avail(#), Expected issues, Delete Issue, Back, Quit					

(For more information on accessing the Serials Checkin—Copy Detail screen, see “Serials Checkin—Copy Detail Screen” in the *Dynix Serials Manual*. For more information on accessing the Serials Checkin—Issue Detail screen, see “Serials Checkin—Issue Detail Screen” in the *Dynix Serials Manual*.)

Viewing the History of Received Serial Items (SCKI)

If you want to, you can now see details on the last five items that were received for an expected issue. This way, you can compare the issue you are currently checking in with those that have already been received.

To view the history of received serial items

- 1 Enter "SCKI" (Serials Checkin) at any Serials system menu.
- 2 Find the serial title for which you want to see the last five items. Dynix displays the Serials Checkin—Expected Issues screen.
- 3 Enter "H" (History).

Dynix displays the last five items received:

```

31 JAN 2000                DYNIX LIBRARY SYSTEMS                09:57am
                          Serials                            UV Port 11
Serials Checkin - Expected Issue(s)
Title: The Reader's digest.
ISSN : 0034-0375                DYNIX #: 203286
Physical Form: Text                Number of Entries: 2
      Enumeration & Chronology                Type                Exp Rec Oth
1.v.1:no.9 (1999:Sep)                Main Run                24 MAR 1998
  Tot Copies: 3  Rcvd Copies: 3  Rcvd Date: 26 OCT 1998
2.v.1:no.8 (1999:Aug)                Main Run                23 FEB 1998
  Tot Copies: 3  Rcvd Copies: 3  Rcvd Date: 26 OCT 1998
3.v.1:no.7 (1999:Jul)                Main Run                24 JAN 1998
  Tot Copies: 3  Rcvd Copies: 3  Rcvd Date: 26 OCT 1998
4.v.1:no.6 (1999:Jun)                Main Run                25 DEC 1998
  Tot Copies: 3  Rcvd Copies: 3  Rcvd Date: 26 OCT 1998

Press <enter>

```

- 4 Press RETURN.
- 5 Enter "Q" to quit.

