A Practical Serials Walkthrough

Presented by Erica Rohlfs, Education Librarian, Equinox Software

2014 Evergreen Conference (March 21, 2014)

Serials

- Serials Module actions are located within the bibliographic records
- MFHD (MARC Format for Holdings Data) - describe the library's holdings in a single statement
  - Within the bibliographic record → Actions for this Record → MFHD Holdings → Add MFHD Record
  - Within the bibliographic record → Actions for this Record → MFHD Holdings → Edit MFHD Record
  - Within the bibliographic record → Actions for this Record → MFHD Holdings → Delete MFHD Record

- 852b (sublocation/collection) automatically fills in
- Add 866 - 868 info
- When you click Save MFHD, wait a few moments then just close out the window

Library Setting **OPAC: Use Fully Compressed Serial Holdings** set to True
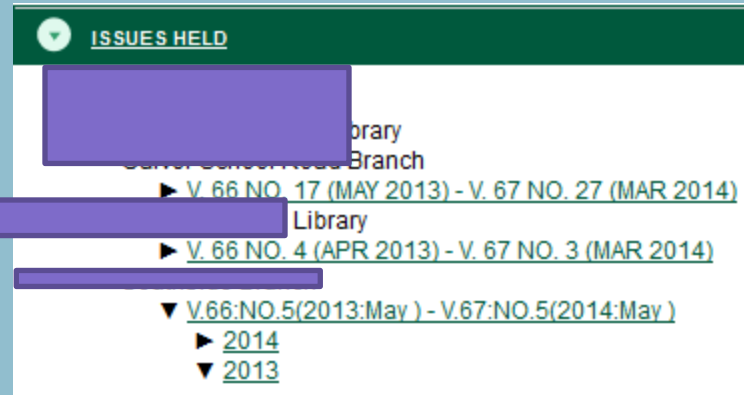
- Does not play together with MFHD https://bugs.launchpad.net/evergreen/+bug/963341
- Preferable to some, because it sorts newest to oldest

Copy Template Editor

- **Admin → Local Administration → Copy Template Editor**
- Create common parameters for the serials you receive or bind
- Can be used in conjunction with Library Setting: Previous Issuance Copy Location
- If a Copy Template is used by a distribution, then it cannot be deleted until the distribution it's attached to is deleted
- Permission: Admin_Asset_Copy_Template
- Not to be confused with the Item Attribute Editor

Create a Copy Template

Copy Templates

Show templates available at or above [APEX ▼]

Back Next Filter

Click **New Copy Template** ← [New Copy Template] [Delete Selected]

✓	#	Name	Owning Lib	Circulate?	Holdable?	OPAC Visible?	Loan Duration	Fine Level	Location	Circ Modifier	Floating Group	Deposit?	Reference?	Mint Condition?	Age Protect	Alert Message
☐	1	New Serials	5	True	False	True	2	2	Stacks	Magazine		False	False	False		
☐	2	Bindery Template	5	False	False	True	2	2				False	False	False		
☐	3	New Periodicals	5	True	True	True	2	2	Periodical	Periodical		False	False	False		
☐	4	Horticultural Magazine	5	True	True	True	2	2	Magazine	Magazine		False	False	False		

Copy Templates

Copy Templates

Show templates available at or above [APEX ▼]

Back Next Filter

Name	[ ]
Owning Lib	[▼]
Circulate?	☐
Holdable?	☐
OPAC Visible?	☐
Loan Duration	[Normal ▼]
Fine Level	[Normal ▼]
Location	[▼]
Circ Modifier	[▼]
Floating Group	[▼]
Deposit?	☐
Reference?	☐
Mint Condition?	☐
Age Protect	[ ]
Alert Message	[ ]
Circ As Type	[ ]
Deposit Amount	[ ]
Price	[ ]
Status	[▼]

[Cancel] [Save]

- **Age Protect** lets you set the Age Hold Protection Rule
- Must enter the ID of the Age Protection Rule

Alternate Serial Control View (ASCV)

- Within the bibliographic record for the serial → Actions for this Record → Alternate Serial Control

- In this walkthrough, we will look at setting up one subscription at the system level and create distributions for each branch. We will receive centrally. However, Evergreen is not limited to just this workflow. Many libraries create subscriptions for each branch and/or allow branch-level receiving.

ASCV

Subscriptions

Show subscriptions related to owned at or above: CASEY

Back Next Filter

✓	#	ID	Owning Library	Start Date	End Date	Expected Date Offset

Click **New Subscription**

New Subscription   Delete Selected

Subscriptions

New Subscription   Delete Selected

Show subscriptions related to owned at or above: CASEY ▼

Back Next Filter

√	#	ID	Owning Library	Start Date	End Date	Expected Date Offset

Owning Library	CASEY ▼
Start Date	2014-03-21
End Date	
Bibliographic Record Entry	695637
Expected Date Offset	
Cancel	Save

Select library that owns the Subscription

- Required Field
- Owning Library does not need to be a physical location
- Parental Inheritance is at work here

Subscriptions

New Subscription | Delete Selected

Show subscriptions related to owned at or above: CASEY ▼

Back Next Filter

√	#	ID	Owning Library	Start Date	End Date	Expected Date Offset		

Owning Library	CASEY ▼
Start Date	2014-03-21
End Date	
Bibliographic Record Entry	695637
Expected Date Offset	
Cancel	Save

Either manually or use calendar widget to enter **Start Date**

- Required Field
- Start Date can be the start of the subscription or when you create the subscription

Subscriptions

New Subscription | Delete Selected

Show subscriptions related to owned at or above: CASEY ▼

Back Next Filter

√	#	ID	Owning Library	Start Date	End Date	Expected Date Offset

Owning Library	CASEY ▼
Start Date	2014-03-21
End Date	
Bibliographic Record Entry	695637
Expected Date Offset	
Cancel	Save

Either manually or use calendar widget to enter **End Date**

- Optional Field
- If no End Date is entered, then **Predict until end of subscription** option will be grayed out when you generate predictions

Subscriptions

New Subscription   Delete Selected

Show subscriptions related to owned at or above: CASEY

Back Next Filter

√	#	ID	Owning Library	Start Date	End Date	Expected Date Offset

Owning Library	CASEY
Start Date	2014-03-21
End Date	
Bibliographic Record Entry	695637
Expected Date Offset	
Cancel	Save

Bib Record ID

Subscriptions

New Subscription | Delete Selected

Show subscriptions related to owned at or above: CASEY ▼

Back Next Filter

√	#	ID	Owning Library	Start Date	End Date	Expected Date Offset

Owning Library	CASEY ▼
Start Date	2014-03-21
End Date	
Bibliographic Record Entry	695637
Expected Date Offset	
Cancel	Save

Expected Date Offset

- Optional Field
- The difference between the publishing date of an issue and the date that you actually expect to receive your copy

Subscriptions

New Subscription Delete Selected

Show subscriptions related to owned at or above: CASEY ▼

Back Next Filter

√	#	ID	Owning Library	Start Date	End Date	Expected Date Offset

Owning Library	CASEY ▼
Start Date	2014-03-21
End Date	
Bibliographic Record Entry	695637
Expected Date Offset	
Cancel	Save

Click **Save**

ASCV: Subscriptions

Subscriptions

New Subscription   Delete Selected

Show subscriptions related to owned at or above: CASEY ▾

Back Next Filter

✓	#	ID	Owning Library	Start Date	End Date	Expected Date Offset	
☐	1	77	CASEY	3/21/14 12:00 AM			

Click the ID link to go into the Subscription Details

ASCV: Subscription Details

Summary Tab

Subscription Details   Clone Subscription   Batch Item Receive

| Summary | Distributions | Captions and Patterns | Issuances |

ID	Owning Library	Start Date	End Date	Bibliographic Record	Expected Date Offset	Number of Distributions	
77	CASEY	3/21/14		Library Journal		0	

Clicking on the Bibliographic Record link will take you back into the Subscription screen

ASCV: Subscription Details

Summary Tab

Subscription Details   Clone Subscription | Batch Item Receive

| Summary | Distributions | Captions and Patterns | Issuances |

ID	Owning Library	Start Date	End Date	Bibliographic Record	Expected Date Offset	Number of Distributions	
77	CASEY	3/21/14		Library Journal			

Clone Subscription lets you create a subscription with similar parameters (such as next year's subscription). Some advise this is preferable over generating new predictions each year.

ASCV: Subscription Details

Summary Tab

Subscription Details

| Clone Subscription | Batch Item Receive |

Summary | Distributions | Captions and Patterns | Issuances

ID	Owning Library	Start Date	End Date	Bibliographic Record	Expected Date Offset	Number of Distributions
77	CASEY	3/21/14		Library Journal		0

Batch Item Receive button is one of two ways to access ASCV's receiving screen.

ASCV: Subscription Details

Distributions Tab

Subscription Details   Clone Subscription   Batch Item Receive

| Summary | Distributions | Captions and Patterns | Issuances |

Distributions

View/Edit Notes   Refresh Grid   New Distribution   Delete Selected

Back Next Filter

✓	#	Label	Holding Lib	Display Grouping	Legacy Record Entry	Receive Unit Template	Summary Method	U...bel Prefix	Unit Label Suffix

Click **New Distribution**

Distributions tell Evergreen which branches will receive copies

Create a New Distribution

Create a New Distribution

Subscription Details

Clone Subscription | Batch Item Receive

Summary | Distributions | Captions and Patterns | Issuances

Distributions

ew/Edit Notes | Refresh Grid | New Distribution | Delete Selected

Back Next Filter

√ | # | Label

Subscription	77
Label	
Holding Lib	▾
Display Grouping	Chronology ▾
Legacy Record Entry	▾
Receive Unit Template	▾
Summary Method	Add to record entry ▾
Unit Label Prefix	
Unit Label Suffix	
Cancel	Save

Label

Unit Label Prefix | Unit Label Suffix

- Anything can be entered here
- No character limit
- May find it helpful to use it as the identifier for the branch the distribution is set up for

Create a New Distribution

Subscription Details   Clone Subscription   Batch Item Receive

| Summary | Distributions | Captions and Patterns | Issuances |

Distributions

ew/Edit Notes   Refresh Grid   New Distribution   Delete Selected

Back Next Filter

| √ | # | Label |

Subscription	77
Label	
Holding Lib	▼
Display Grouping	Chronology ▼
Legacy Record Entry	▼
Receive Unit Template	▼
Summary Method	Add to record entry ▼
Unit Label Prefix	
Unit Label Suffix	
Cancel	Save

Receive Unit Template   Summary Method   Unit Label Prefix   Unit Label Suffix

Holding Lib dropdown option

- Choose the library that will receive the copies

Create a New Distribution

Subscription Details

Clone Subscription | Batch Item Receive

| Summary | Distributions | Captions and Patterns | Issuances |

Distributions

ew/Edit Notes | Refresh Grid | New Distribution | Delete Selected

Back Next Filter

| ✓ | # | Label | | | | | Receive Unit Template | Summary Method | Unit Label Prefix | Unit Label Suffix |

Dialog box:

Subscription	77
Label	
Holding Lib	▼
Display Grouping	Chronology ▼
Legacy Record Entry	▼
Receive Unit Template	▼
Summary Method	Add to record entry ▼
Unit Label Prefix	
Unit Label Suffix	

Cancel | Save

Display Grouping dropdown option

- Choose between Chronology or Enumeration
- Tells Evergreen how to order and display your holdings in the OPAC
- Default value is chronology
- Library Setting: Default Display Grouping for Serials distributions Presented in the OPAC

Create a New Distribution

Subscription Details

Clone Subscription | Batch Item Receive

Summary | Distributions | Captions and Patterns | Issuances

Distributions

ew/Edit Notes | Refresh Grid | New Distribution | Delete Selected

Back Next Filter

✓	#	Label		Receive Unit Template	Summary Method	Unit Label Prefix	Unit Label Suffix

Dialog box:

Subscription	77
Label	
Holding Lib	▼
Display Grouping	Chronology ▼
Legacy Record Entry	▼
Receive Unit Template	▼
Summary Method	Add to record entry ▼
Unit Label Prefix	
Unit Label Suffix	

Cancel | Save

Legacy Record Entry dropdown option

- Optional Field
- Whichever holding library you have selected will determine what you see in the legacy record drop down menu but **Does Not** scope to bib record specific MFHD in ASCV
- Lists out the Record ID numbers of all the Legacy Records / MFHD statements
- Not entirely intuitive (LP #1231109)

Create a New Distribution

Subscription Details

Clone Subscription | Batch Item Receive

Summary | Distributions | Captions and Patterns | Issuances

Distributions

ew/Edit Notes | Refresh Grid | New Distribution | Delete Selected

Back Next Filter

✓	#	Label	Receive Unit Template	Summary Method	Unit Label Prefix	Unit Label Suffix

Subscription	77
Label	
Holding Lib	▼
Display Grouping	Chronology ▼
Legacy Record Entry	▼
Receive Unit Template	▼
Summary Method	Add to record entry ▼
Unit Label Prefix	
Unit Label Suffix	
Cancel	Save

Receive Unit Template dropdown option

- Required Field
- List is populated from the copy templates that you create in the Copy Template Editor
- In SCV, there was an issue with copy template options, but fix released in 2.5.3 (LP #882586)

Create a New Distribution

Summary Method dropdown option

- Determines how Holdings summary will treat the Legacy Record / MFHD in relation to the received serial control holding data

Summary Method

1. **Add to Record Entry** - displays the two holding summaries next to each other. Will display the MFHD holdings summary first, followed by the summary generated from the serial control received issues.

2. **Merge with Record Entry** - merges the 2 summaries into a single statement.

3. **Use Record Entry Only** - displays the MFHD holding summary only.

4. **Do Not Use Record Entry** - displays the Evergreen generated holdings statement from the serial control received issues only.

Create a New Distribution

Subscription Details

Clone Subscription | Batch Item Receive

Summary | Distributions | Captions and Patterns | Issuances

Distributions

ew/Edit Notes | Refresh Grid | New Distribution | Delete Selected

Back Next Filter

✓	#	Label		Receive Unit Template	Summary Method	Unit Label Prefix	Unit Label Suffix

	☒
Subscription	77
Label	
Holding Lib	▼
Display Grouping	Chronology ▼
Legacy Record Entry	▼
Receive Unit Template	▼
Summary Method	Add to record entry ▼
Unit Label Prefix	
Unit Label Suffix	
Cancel	Save

⬅ **Unit Label Prefix** and **Unit Label Suffix**

- Not functional in ASCV
- Show up in the bind area of SCV

Create a New Distribution

Subscription Details

Clone Subscription | Batch Item Receive

Summary | Distributions | Captions and Patterns | Issuances

Distributions

ew/Edit Notes | Refresh Grid | New Distribution | Delete Selected

Back Next Filter

✓	#	Label		Receive Unit Template	Summary Method	Unit Label Prefix	Unit Label Suffix

Subscription	77
Label	
Holding Lib	
Display Grouping	Chronology
Legacy Record Entry	
Receive Unit Template	
Summary Method	Add to record entry
Unit Label Prefix	
Unit Label Suffix	

Cancel | Save

Click Save

ASCV: Subscription Details

Distributions Tab

Subscription Details　　　　　　　　　　　　　　　　　　　　　　　　[Clone Subscription]　[Batch Item Receive]

| Summary | **Distributions** | Captions and Patterns | Issuances |

Distributions

[View/Edit Notes]　[Refresh Grid]　[New Distribution]　[Delete Selected]

Back Next Filter

√	#	Label	Holding Lib	Display Grouping	Legacy Record Entry	ve Unit ate	Summary Method	Unit Label Prefix	Unit Label Suffix
☐	1	Dist to APEX 0 stream(s)	APEX	chron		Periodicals	add_to_cre		
☐	2	Dist to Main 0 stream(s)	CAS-MAIN						
☐	3	Dist to bookmobile 0 stream(s)	CASEY-BOOK						

View/Edit Notes button opens a Distributions Note window

Add/Edit Distribution Note

ASCV: Subscription Details

Distributions Tab

Once you create the distribution(s), you need to create the streams.

Please Note: in SCV, a stream is automatically created when you create a distribution

ASCV: Subscription Details

Distributions Tab

Create a Stream

Click on the Distribution Label link to access the Streams page

Create New Streams

- Streams work together with Distributions
- Distributions identify the branches that should receive copies
- Streams identify how many copies should be sent to each branch

Streams

Click **New Stream** ➡

| New Stream | Create Many Streams | Routing List For Selected Stream | Refresh Grid |

| Delete Selected |

Showing streams attached to the distribution, *Dist to APEX* (Apex Branch).

Back Next Filter

✓	#	ID	Routing Label

Create New Streams

- Streams work together with Distributions
- Distributions identify the branches that should receive copies
- Streams identify how many copies should be sent to each branch

Streams

Click **New Stream** ➡️ | New Stream | Create Many Streams | Routing List For Selected Stream | Refresh Grid |

Delete Selected

Showing streams attached to the distribution, *Dist to APEX* (Apex Branch).

Back Next Filter

| √ | # | ID | Routing Label |

Distribution	100
Routing Label	
Cancel	Save

⬅️ Routing Label

- Optional Field
- Can use it to designate where copy should go at the branch (ex. children's services)

Create New Streams

- Streams work together with Distributions
- Distributions identify the branches that should receive copies
- Streams identify how many copies should be sent to each branch

Streams

Click **Create Many Streams** ➡ | Create Many Streams | Routing List For Selected Stream | Refresh Grid |

Delete Selected

Showing streams attached to the distribution, *Dist to APEX* (Apex Branch).

Back Next Filter
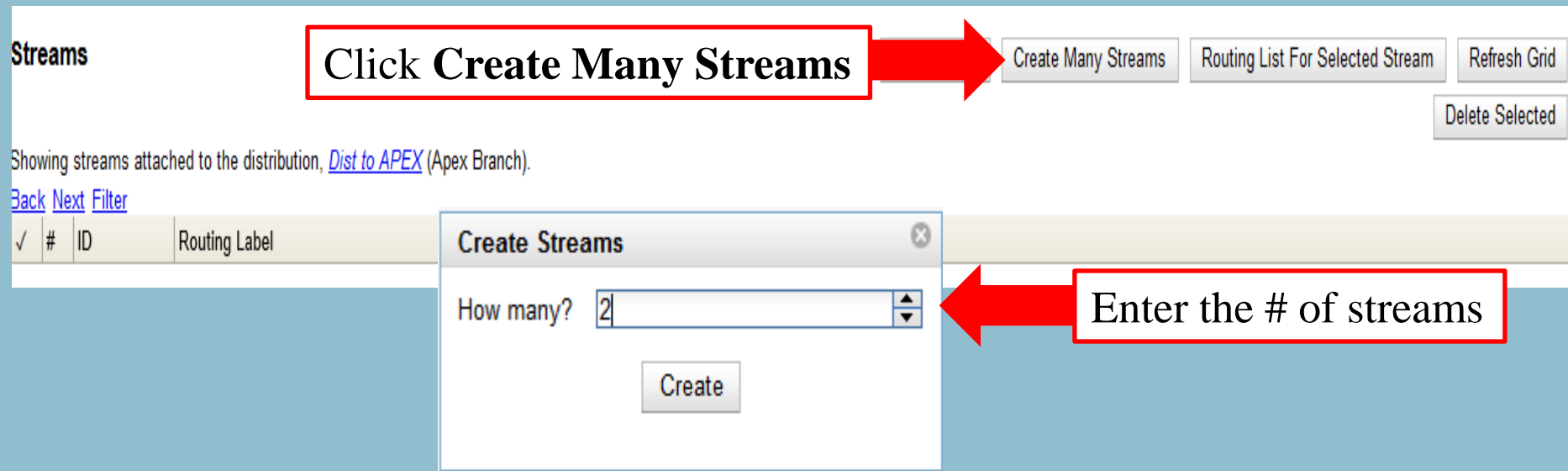
| ✓ | # | ID | Routing Label |

Create Streams ⊗

How many? | 2 | ⬆⬇   ⬅ Enter the # of streams

Create

Create Many Streams cont.

Streams

New Stream   Create Many Streams   Routing List For Selected Stream   Refresh Grid

Delete Selected

Showing streams attached to the distribution, *Dist to APEX* (Apex Branch).

Back Next Filter

✓	#	ID	Routing Label
☐	1	143	[None]
☐	2	144	[None]

Double-click in the row to add Routing Label (optional step)

Create Many Streams cont.

Streams

New Stream | Create Many Streams | Routing List For Selected Stream | Refresh Grid

Delete Selected

Showing streams attached to the distribution, *Dist to APEX* (Apex Branch).
Back Next Filter

√	#	ID	Routing Label
☐	1	143	[None]
☐	2	144	[None]

Double-click in the row to add Routing Label (optional step)

ID	143
Distribution	99
Routing Label	
Cancel	Save

Enter the Routing Label

Streams

- Routing Lists are printable lists
- Add a reader (specific barcode) or add a department. To add multiple people and/or departments, click Add. You can also add a note.
- Routing List print automatically when you receive in SCV
- Good For homebound patron lists

Streams

Click **Routing List For Selected Stream**

Routing List For Selected Stream | Refresh Grid

Delete Selected

Showing streams attached to the distribution, *Dist to APEX* (Apex Branch).
Back Next Filter

✓	#	ID	Routing Label
☐	1	144	[None]
☑	2	143	ref desk

Streams

- Routing Lists are printable and can include user's address
- Add a reader (specific barcode) or add a department. To add multiple people and/or departments, click Add. You can also add a note.
- Routing List print automatically when you receive in SCV
- Good for homebound patron lists

Streams

Click **Routing List For Selected Stream** → Routing List For Selected Stream   Refresh Grid

Delete Selected

Showing streams attached to the distribution, *Dist to APEX* (Apex Branch).
Back Next Filter

√	#	ID	Routing Label
☐	1	144	[None]
☑	2	143	ref desk

Manage Routing List ⊗

1. [X] Reader: 2268532 / Graham, Spencer Harry (APEX)
2. [X] Department: Reference

○ Reader (barcode): _____
● Department: _____   [Add]
   Note: Send to APEX Circ Desk

[Save Changes]

ASCV: Subscription Details

Captions and Patterns Tab

Captions and Patterns wizard enables you to enter caption and pattern data as it is described by MARC 853, 854, and 855.

Define how issues will be captioned and how often the library receives issues of the serial.

LOC MARC 853-855 - Captions and Pattern-General Information:
http://www.loc.gov/marc/holdings/hd853855.html

Caption and Pattern Wizard

First Page

Caption and Pattern Wizard

Second Page

Caption and Pattern Wizard

Third Page

Caption and Pattern Wizard

Fourth Page

Pattern Code Wizard

Previous | Next

Compressibility and Expandability: Can compress or expand

Caption Evaluation: Captions verified; all levels present

◉ Select frequency: Semimonthly

○ Use number of issues per year:

http://www.loc.gov/marc/holdings/hd853878.html

Caption and Pattern Wizard

Fifth Page

Caption and Pattern Wizard

Sixth Page

Pattern Code Wizard

Previous   Next

Are you ready to create a pattern code from your selections in this wizard?

Create Pattern Code

Caption and Pattern Wizard

ASCV: Subscription Details

Issuances Tab

- Evergreen uses the initial issue that you manually create to predict future issues

ASCV: Subscription Details

Issuances Tab

- Evergreen uses the initial issue that you manually create to predict future issues

Manually Create an Issuance

Manually Create an Issuance

Generate Predictions

Generate Predictions

Subscription Details

Clone Subscription | Batch Item Receive

Summary | Distributions | Captions and Patterns | Issuances

Issuances

Refresh Grid | New Issuance | Delete Selected

Click **Generate Predictions** → Generate Predictions

Back Next Filter

√	#	Label	Date Published	Caption/Pattern	Holding Type	Holding Code
☐	1	January 1, 2014	1/1/14 12:00 AM	81	basic	["4","1","8","1","a","138","b","1","i","2014

Generate Issuance and Item Predictions ⊗

○ Predict until end of subscription

◉ Predict a certain number of issuances: 20

Generate

Generate Predictions

Issuances

| | | | Refresh Grid | New Issuance | Delete Selected |

Generate Predictions

√	#	Label	Date Published	Caption/Pattern	Holding Type	Holding Code
☐	1	January 1, 2014	1/1/14 12:00 AM	81	basic	["4","1","8","1","a","138","b","1","i","2014
☐	2	v.138:no.2(2014:Feb.01)	2/1/14 12:00 AM	81	basic	["4","1","8","1.2","a","138","b",2,"i",2014,
☐	3	v.138:no.3(2014:Feb.15)	2/15/14 12:00 AM	81	basic	["4","1","8","1.3","a","138","b",3,"i","2014
☐	4	v.138:no.4(2014:Mar.01)	3/1/14 12:00 AM	81	basic	["4","1","8","1.4","a","138","b",4,"i",2014,
☐	5	v.138:no.5(2014:Mar.15)	3/15/14 12:00 AM	81	basic	["4","1","8","1.5","a","138","b",5,"i","2014
☐	6	v.138:no.6(2014:Apr.01)	4/1/14 12:00 AM	81	basic	["4","1","8","1.6","a","138","b",6,"i",2014,
☐	7	v.138:no.7(2014:Apr.15)	4/15/14 12:00 AM	81	basic	["4","1","8","1.7","a","138","b",7,"i","2014
☐	8	v.138:no.8(2014:May 01)	5/1/14 12:00 AM	81	basic	["4","1","8","1.8","a","138","b",8,"i",2014,
☐	9	v.138:no.9(2014:May 15)	5/15/14 12:00 AM	81	basic	["4","1","8","1.9","a","138","b",9,"i","2014
☐	10	v.138:no.10(2014:Jun.01)	6/1/14 12:00 AM	81	basic	["4","1","8","1.10","a","138","b",10,"i",201
☐	11	v.138:no.11(2014:Jun.15)	6/15/14 12:00 AM	81	basic	["4","1","8","1.11","a","138","b",11,"i","20
☐	12	v.138:no.12(2014:Jul.01)	7/1/14 12:00 AM	81	basic	["4","1","8","1.12","a","138","b",12,"i",201
☐	13	v.138:no.13(2014:Aug.01)	8/1/14 12:00 AM	81	basic	["4","1","8","1.13","a","138","b",13,"i",201
☐	14	v.138:no.14(2014:Sep.01)	9/1/14 12:00 AM	81	basic	["4","1","8","1.14","a","138","b",14,"i",201
☐	15	v.138:no.15(2014:Sep.15)	9/15/14 12:00 AM	81	basic	["4","1","8","1.15","a","138","b",15,"i","20

View / Add Items to an Issuance

Issuances

Refresh Grid | New Issuance | Delete Selected

Generate Predictions

Back Next Filter

√	#	Label	Date Published	Caption/Pattern	Holding Type	Holding Code
☐	1	January 1, 2014	1/1/14 12:00 AM	81	basic	["4","1","8","1","a","138","b","1","i","2014
☐	2	v.138:no.2(2014:Feb.01)			asic	["4","1","8","1.2","a","138","b",2,"i",2014,
☐	3	v.138:no.3(2014:Feb.15)	2/15/		asic	["4","1","8","1.3","a","138","b",3,"i",2014
☐	4	v.138:no.4(2014:Mar.01)	3/1/1		asic	["4","1","8","1.4","a","138","b",4,"i",2014,
☐	5	v.138:no.5(2014:Mar.15)	3/15/14 12:00 AM	81	basic	["4","1","8","1.5","a","138","b",5,"i","2014
☐	6	v.138:no.6(2014:Apr.01)	4/1/14 12:00 AM	81	basic	["4","1","8","1.6","a","138","b",6,"i",2014,
☐	7	v.138:no.7(2014:Apr.15)	4/15/14 12:00 AM	81	basic	["4","1","8","1.7","a","138","b",7,"i","2014
☐	8	v.138:no.8(2014:May 01)	5/1/14 12:00 AM	81	basic	["4","1","8","1.8","a","138","b",8,"i",2014,
☐	9	v.138:no.9(2014:May 15)	5/15/14 12:00 AM	81	basic	["4","1","8","1.9","a","138","b",9,"i","2014
☐	10	v.138:no.10(2014:Jun.01)	6/1/14 12:00 AM	81	basic	["4","1","8","1.10","a","138","b",10,"i",201
☐	11	v.138:no.11(2014:Jun.15)	6/15/14 12:00 AM	81	basic	["4","1","8","1.11","a","138","b",11,"i","20
☐	12	v.138:no.12(2014:Jul.01)	7/1/14 12:00 AM	81	basic	["4","1","8","1.12","a","138","b",12,"i",201
☐	13	v.138:no.13(2014:Aug.01)	8/1/14 12:00 AM	81	basic	["4","1","8","1.13","a","138","b",13,"i",201
☐	14	v.138:no.14(2014:Sep.01)	9/1/14 12:00 AM	81	basic	["4","1","8","1.14","a","138","b",14,"i",201
☐	15	v.138:no.15(2014:Sep.15)	9/15/14 12:00 AM	81	basic	["4","1","8","1.15","a","138","b",15,"i","20

Click the Issuance Label link to view / add items

View / Add Items to an Issuance

Items

Showing items attached to the issuance, *v.138:no.2(2014:Feb.01)*.
Back Next Filter

Click **New Items** to add copies to an Issuance

New Items | Refresh Grid | Delete Selected

√	#	ID	Creator	Editor	Create Date	Edit Date	Stream	Date Expected	Date Received	Status	Unit
☐	1	1606	admin	admin	3/17/14 9:38 PM	3/17/14 9:38 PM	[None]	2/1/14 12:00 AM		Expected	
☐	2	1607	admin	admin	3/17/14 9:38 PM	3/17/14 9:38 PM	ref desk	2/1/14 12:00 AM		Expected	
☐	3	1608	admin	admin	3/17/14 9:38 PM	3/17/14 9:38 PM	children's dept	2/1/14 12:00 AM		Expected	
☐	4	1609	admin	admin	3/17/14 9:38 PM	3/17/14 9:38 PM	[None]	2/1/14 12:00 AM		Expected	

View / Add Items to an Issuance

Items

Showing items attached to the issuance, _v.138:no.2(2014:Feb.01)_.
Back Next Filter

Click **New Items** to add copies to an Issuance

New Items | Refresh Grid | Delete Selected

√	#	ID	Creator	Editor	Create Date	Edit Date	Stream	Date Expected	Date Received	Status	Unit	
☐	1	1606	admin	admin	3/17/14 9:38 PM	3/17/14 9:38 PM	[None]	2/1/14 12:00 AM		Expected		
☐	2	1607	admin	admin	3/17/14 9:38 PM	3/17/14 9:38 PM	ref desk	2/1/14 12:00 AM		Expected		
☐	3	1608	admin	admin	3/17/14 9:38 PM	3/17/14 9:38 PM	children's dept	2/1/14 12:00 AM		Expected		
☐	4	1609	admin	admin	3/17/14 9:38 PM	3/17/14 9:38 PM	[None]	2/1/14 12:00 AM		Expected		

Create New Items ⊗

How many items? `1`

Stream `ref desk` ▼

Date Expected `2/1/2014`

Date Received ` `

Status `Expected` ▼

Create

Serials Batch Receive

- Subscription → Subscription Details → Batch Item Receive

- Bibliographic Record → Actions for this Record → Serials Batch Receive

Simple Batch Receive

Batch Receive

Title: Library Journal

Fulfilling Subscription: 77: (CASEY) 3/21/14 -

Choose an Issuance: [v.138:no.2(2014:Feb.01) ▼] [Next]

- The next expected issue will default in the list
- You can dropdown options and choose a different Issuance to receive
- Note: if you have multiple subscriptions for the same bib record, then you will first select which subscription needs to be received then you will be directed to this screen

Start Over

☐ Create Units For Received Items

Simple Batch Receive

Batch Receive

Title: Library Journal

Fulfilling Subscription: 77: (CASEY) 3/21/14 -

Issuance: v.138:no.2(2014:Feb.01)

Org Unit	Note	Routing List	Receive?	
		☑	☑	Apply

Org Unit	Note	Routing List	Receive?
APEX		☑	☑
APEX		☑	☑
CAS-MAIN		☑	☑
CASEY-BOOK		☑	☑
APEX		☑	☑

Receive Selected Items

Start Over

☐ Create Units For Received Items

Advanced Batch Receive

Batch Receive

Title: Library Journal

Fulfilling Subscription: 77: (CASEY) 3/21/14 -

Choose an Issuance: v.138:no.2(2014:Feb.01) ▾   [Next]

[Start Over]

☑ Create Units For Received Items

Advanced Batch Receive

Batch Receive

Title: Library Journal

Fulfilling Subscription: 77: (CASEY) 3/21/14 -

Issuance: v.138:no.2(2014:Feb.01)

Org Unit	Barcode	Circ Modifier	Call Number	Note	Copy Location	Price	Routing List	Receive?	
	☑ Auto-generate?	Magazine : Magazine : Magazine ⌄	MAG Feb 1, 2014 ⌄		Periodical ⌄	5.99	☑	☑	Apply
APEX	39485968576858	Magazine : Magazine : Magazine ⌄	MAG Feb 1, 2014 ⌄		Magazine ⌄	5.99	☐	☑	
APEX	39485968576866	Magazine : Magazine : Magazine ⌄	MAG Feb 1, 2014 ⌄		Magazine ⌄	5.99	☐	☑	
CAS-MAIN	39485968576874	Magazine : Magazine : Magazine ⌄	MAG Feb 1, 2014 ⌄		Periodical ⌄	5.99	☑	☑	
CASEY-BOOK	39485968576882	Magazine : Magazine : Magazine ⌄	MAG Feb 1, 2014 ⌄		Periodical ⌄	5.99	☑	☑	
APEX		Magazine : Magazine : Magazine ⌄	MAG Feb 1, 2014 ⌄		Magazine ⌄	5.99	☑	☐	

Receive Selected Items

Override Copy Location Fix Released in 2.5.3:
https://bugs.launchpad.net/evergreen/+bug/1149968

Start Over

☑ Create Units For Received Items

OPAC View

LOCATION	CALL NUMBER / COPY NOTES	BARCODE	SHELVING LOCATION	AGE HOLD PROTECTION	CREATE DATE	HOLDABLE?	STATUS	DUE DATE
Apex Branch	MAG Feb 1, 2014 (Text)	39485968576858	Magazine	None	03/17/2014	Not holdable	In process	-
Apex Branch	MAG Feb 1, 2014 (Text)	39485968576866	Magazine	None	03/17/2014	Not holdable	In process	-
Apex Branch	MAG FEB 2013 (Text)	26541232	Magazine	None	07/17/2013	Not holdable	In process	-
Apex Branch	MAG FEB 2013 (Text)	532154845	Magazine	None	03/06/2014	Not holdable	In process	-
Apex Branch	MAG FEB 2013 (Text)	5625451	DVD	None	03/06/2014	Copy hold / Volume hold	In process	-
Apex Branch	MAG FEB 2014 (Text)	2352164584	Magazine	None	03/06/2014	Not holdable	In process	-

Record details

- **ISSN:** 0363-0277
- **Physical Description:** 27 cm.
- **Publisher:** New York : Library Journal, 1976-

Content descriptions

General Note: Tyt. wg okł.

▶ AWARDS, REVIEWS, & SUGGESTED READS

▼ ISSUES HELD

Holdings summary (Apex Branch)

Volumes v.138:no.2(2014:Feb.01)