NOTIS SYSTEMS, INC.

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Guest Editor: Stuart W. Miller

AUTHORITIES WORKSHOP IN NEW ORLEANS

The NOTIS Authorities Interest Group presents a one-day workshop on Friday, July 8, in New Orleans before ALA. Covering the whole gamut of performing authority work in NOTIS (including discussion of the Merged Headings Index), the workshop has room for a few more registrants.

If you would like to attend, call Susie Gegenhuber (312/866-0185) or Cassandra Gibson (312/866-0127) IMMEDIATELY. First come, first served.

RELEASE 4.4.4

Attachment #1 of this issue describes this "mini-release" in detail.

Shipped June 9th to those users with Acquisitions in production or those requesting, Release 4.4.4 contains certain NOFA fixes (listed in the May issue) as well as the expanded ORCODs and FY changeover. Many users requested these features before the end of their fiscal years. Those not receiving 4.4.4 will get all of its features when they receive Release 4.5.

If you need 4.4.4 and have not yet received your tape, contact your NOTIS Systems Engineer.

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NOTIS & ALA

Please stop at the NOTIS booth in the exhibit hall at the ALA Annual Conference in New Orleans and say hello. Our booth numbers are: 1265, 1267, 1269.

We will have Release 4.5 to demonstrate for you (if you missed out at NUGM|) and the Merged Heading Index will also be available (with authority records generously provided by Blackwell North America). Also, we plan to give people a "peek" at the Vanderbilt Project. We have mounted a subset of the Vanderbilt-MEDLINE tapes here at NOTIS.

Additionally, Colleen Gallagher, IBM Marketing Representative and George Loughlin, IBM Advisory Systems Engineer from IBM's Chicago office can handle any questions you might have about terminals or other hardware.

So, on to New Orleans. See you all there.

NOTIS INTEREST GROUPS AT ALA

The Serials Interest Group meets on Tuesday, July 12, 8:30 to 10:30 a.m. at the New Orleans Conference Center, Room #1.

The Authorities Interest Group convenes on Sunday, July 10, 8:00 to 10:00 p.m. at the Marriott, Mardi Gras E Room.

All NOTIS users attending ALA should feel free to attend these meetings.

ALA MEETING OF INTEREST TO MAP LIBRARIANS

HelenJane Armstrong, Map Librarian at the University of Florida (Gainesville), will present a paper, "Map Records Online in NOTIS," at ALA on Sunday, July 10, Marriott, Room Galerie 5 at 8:00.

Sponsored by the Map and Geography Round Table (MAGERT), Ms. Armstrong will discuss the acquisition, cataloging, and online public catalog aspects of map records in NOTIS.

Presiding over a collection of 350,000 maps, Ms. Armstrong participated in the design of NOTIS as it pertains to maps when the University of Florida implemented NOTIS in 1982-83.

If you have issues you would like Ms. Armstrong to address in her talk, please contact her as soon as possible at the Map Library, Room 110 Central Science Library, Unviersity of Florida, Gainesville, FL 32611; 904/335-8537.

USER NEWS USER NEWS USER NEWS USER NEWS USER NEWS USER NEWS USER NEWS USER NEWS USER NEWS USER NEWS USER NEWS

OPAC DIAL-UP: COMMUNICATION SCRIPTS AND A REVISED BIBLIO PROGRAM

Attachment #2 of this issue reprints two articles by Brian Nielsen of Northwestern University Library published in the university's bulletin Computing and Networking (Spring 1988).

The first article describes programs for simplifying dial-up procedures to access the NOTIS OPAC. Brian has indicated that he would be happy to set up a clearinghouse of script files for library logons for all IBM and MacIntosh software products. "If people are interested, they should send me such files via BITNET and I will put together a catalog," says Brian.

Brian's BITNET address appears at the end of the second article which describes the latest version of the BIBLIO program for editing bibliographic information downloaded from a NOTIS database.

TEXAS NOTIS USERS ORGANIZE

NOTIS users in Texas met on Friday, April 22, 1988 in Corpus Christi to organize the Texas NOTIS User's Group. Representatives from 10 of the 11 NOTIS sites in Texas attended for a total of 41 persons.

Representatives adopted bylaws and then proceeded to elect Kay Flowers of Rice University as Chair. Anne Highsmith of Texas A & M was elected Vice-Chair/Chair Elect and David Bartley of Dallas County Community College won the office of Secretary.

NOTIS President Jane Burke also attended and gave an update on NOTIS activities. Kay Flowers distributed a directory of Texas NOTIS users and then the group broke into discussion groups by function for the remainder of the meeting.

Formal meetings of the Texas NOTIS User's Group will be held in conjunction with the Texas Library Association's annual conference and informal gatherings may occur at meetings of AMIGOS, ALA, etc. An informal meeting has alreay been scheduled during the November 16-18 meeting of AMIGOS.

INDIANA STATE ISSUES DIAL-UP INSTRUCTIONS

Attachment #3 of this issue reprints dial-up instructions for the NOTIS database at Indiana State University (ISU).

If your institution provides remote access to your NOTIS OPAC, please send the dial-up instructions to Tom McGinn at NOTIS.

MCGILL DEDICATES ITS NOTIS SYSTEM

McGill University Libraries officially dedicated their NOTIS system on May 31, 1988 at a gala event attended by the library staff, university officials, and staff from other Montreal-area libraries. McGill calls its NOTIS online catalog MUSE.

Both the Principal and Vice-Principal of the university praised the automation effort and highlighted MUSE's importance to the university as a whole. Dr. Eric Ormsby, Director of Libraries, gave credit to Anastassia Khouri St. Pierre, Systems Librarian, her staff, and the McGill Computing Centre for all their work on MUSE.

Also in attendance was NOTIS President Jane Burke. "It was a honor to be invited to the dedication," states Jane. "It is always a pleasure to see a system finally introduced to the end users at an institution. McGill is a special place with a very cooperative staff and I was especially pleased to witness this important event."

McGill currently has about 600,000 records and uses UTLAS as its primary source for bibliographic data. A continuing retrospective conversion project will add thousands more.

Two handouts about MUSE appear in this issue as Attachment #4. A future issue will reprint the modified help screens for MUSE.

FCLA TECHNICAL BULLETIN

Attachment #5 reprints an issue of the FCLA Technical Bulletin published by the Florida Center for Library Automation.

As you can see, the Florida NOTIS users are an active and well-organized group.

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NOTIS SHIPS RELEASE 4.5 DOCUMENTATION

NOTIS Documentation Services this month issued a large packet of user documentation updates including new and revised TOM chapters covering Release 4.5 features. The first installment of new and revised PRM chapters covering Release 4.5 also went out in June.

We hope that providing you with documentation before the release will assist you in your preparation for this set of enhancements.

Revisions to the IMP manual required by Release 4.5 should be ready for distribution shortly. We plan to have the revised I&O manual accompany the release tape later on this summer.

The above documentation goes to the person(s) designated as the user and/or technical documentation contact(s) at each NOTIS site.

RELEASE 4.5 DOCUMENT MAILED

A document summarizing Release 4.5 features and providing details on installation, training, and documentation went out this month to the LIB I and TECH I contacts at each NOTIS site.

Entitled "NOTIS 4.5 Release Document", the 52-page booklet presents charts highlighting information on each 4.5 feature, including identification of changes between 4.4 and 4.5. The booklet also reproduces registration forms for special 4.5 training courses offered here at NOTIS and presents detailed information on documentation for the release.

NOTIS ORGANIZATION CHART

For your information, we include a NOTIS organization chart as Attachment #6 of this issue.

Numbers on the chart indicate the number of employees in that section.

CORPORATE MUG COLLECTION

Doris Warner, Administrative Assistant to NOTIS President Jane Burke, has been appointed as the Official Keeper of the NOTIS Corporate Coffee Mug Collection.

Much admired (and used) by the NOTIS Board of Directors and visitors to NOTIS, the collection is housed in the outer area of the NOTIS Executive Suite under Doris' eagle eye. Doris wants to accomplish her goal of having a mug for each NOTIS installation before the end of the year.

You can help Doris by (1) sending to her attention a coffee mug (with your bill) with your institution's name, crest, or other identifying mark or (2) reminding your User Services Librarian or Systems Engineer to pick one up during his/her next visit.

CREATING DIFFERENT OPAC HELP SCREENS FOR DIFFERENT INSTITUTION GROUPS

You can create a different set of OPAC help screens for each different NOTIS institution group.

Say that you have two institution groups, JS and KT. For JS you would include the screens as usual in LC798BAL. For KT, however, you would:

1) create a copy (named, for instance, LC798BAK) and include in it the KT screens;

2) in LC798BAK change the " NTSTART 798" to " NTSTART K98";

3) add DFLCEK98 to your PPT; and

4) in LC790BAL insert 3 statements and add a label after the statement " MVC TCAPCPI+5(3),=C'798' " (21 lines after the label Q170) so that it looks like the following:

```
        MVC   TCAPCPI+5(3),=C'798'
        CLC   TWINGRP,=C'KT'
        BNE   Q180
        MVI   TCAPCPI+5,C'K'
Q180    DFHPC TYPE=LOAD
```

Step number 4 will cause LC790 to look for the phase/load module DFLCEK98 which you created in step 2 (if the institution group is KT).

SERIALS CHECK-IN LOADER

Attachment #7 of this issue describes a new Conversion Services program to load OCLC Local Data Records (LDRs) into NOTIS volume holdings records.

If you have questions, call Chris Carlson at 312/866-0191.

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RELEASE 4.5 TRAINING

In addition to several NUGM sessions, NOTIS User Services plans to offer 4.5 orientation seminars in Evanston beginning in September.

Five sessions of this two-day workshop have been scheduled for September through November.

See Attachment #8 of this issue for further details.

ON THE ROAD

As you know, the summer months are among the busiest for the User Services Librarians. This year is no exception.

Tom McGinn travels to **York University** July 5-6 for cataloging training. July 19-20 finds him at the **University of Michigan** for circulation training which he gives again on July 27-28 at **Queens University.** He then flies off August 3-4 for acquisitions training at the **University of Texas at Arlington** and then does cataloging and acquisitions training at **McGill University** on August 10-11.

Kathy Cunningham visits **Michigan State University** July 20-21 for cataloging training. Jim Miesse ventures forth to **Cleveland State University** June 14-16 for implementation and conversion and then goes to **Eastern Michigan University** the week of August 1 for cataloging training.

June 22 finds Ben Burrows at **Grand Valley State College** for a preinstallation visit followed on July 13 by another preinstallation visit at the **University of Regina.** He conducts

acquisitions training for **NASA** beginning July 19 and then travels to the **University of Texas (San Antonio)** for cataloging/OPAC training July 27-28.

All USL schedules are subject to change.

All User Services Librarians will attend the ALA Annual Conference in New Orleans July 9-12. Call if you need to make arrangements to meet with your USL in New Orleans.

SUSIE GEGENHUBER TO DEPART FOR PASADENA PL

We regret to announce that Susie Gegenhuber has resigned from NOTIS effective July 15 to accept the position of Principal Librarian for Support Services at the Pasadena (CA) Public Library.

All NOTIS staffers wish Susie well in her new position. Pasadena will employ a superb librarian.

Questions from Susie's sites after July 15 should temporarily be directed to Carole Norris at 312/866-0181.

TROUBLESHOOTING

This column is a regular feature of NOTISES. As we encounter problems which we plan to include in the Troubleshooting Guide (Appendix E to the I&O) we list them here in NOTISES so you won't have to wait until a new release in order to be aware of them. If you have suggestions, send them to Jerry Specht.

Note: it is our intention that you should take these troubleshooting pages and append them to the Troubleshooting Guide which you received in February, 1988. The problems have been, and will continue to be, assigned "temporary" numbers from V001-V999, so that they will be in sequence. We will periodically send out an updated index which will encompass both these problems and the ones already in the guide. Once per year we will send you an entirely new guide in which all of the problems which have appeared in NOTISES since the last publication of the guide will be integrated and assigned permanent numbers.

Problem: V069 In the output statistics for the LB320, LB330, LB335, LB370, LB590, LB690, or LB790 index building jobs you see figures for the "MAX. NUMBER OF DUPLICATE BLOCK KEYS" and want to know if the values you see should be a cause for concern

Possible Causes: You do not need to be concerned until this number nears 256. If the duplicate block keys reach 256, you will get a '0550' abend (MVS), ILLEGAL SVC (X'32') (VSE 1.3.5), or "JOB CANCELED. REQUEST FROM SYSTEM SERVICE ROUTINE" (VSE 2.1). The solution (as described in Problem 6301) is to increase the index RECORDSIZE from (2040,2040) to (4080,4080) or higher.

Problem: V070 The LC0000PT source module and the NOTIS Programmer's Reference Manual OPTIONS document indicate that you can only have 8 patron groups or 8 processing units before needing to increase the &NTPATR or &NTPROC values

Possible Causes: This is wrong. You can have up to 32. The comments in LC0000PT and the OPTIONS document will be changed.

Problem: V071 In running **LB610** you get a data exception processing AW records. (Under DOS the exact message is "IBM537I "ONCODE='8097' DATA EXCEPTION AT OFFSET +0003E4 IN PROCEDURE WITH ENTRY ".)

Possible Causes: Is it possible that the version of DFLCT100 which is being loaded by LB610 lacks certain service units which are included in the version of DFLCT100 being used by the online system? The program tries to print error information under these circumstances, but is somehow getting off. The problem can be solved by using the correct version of DFLCT100. (The correction of the error processing will be addressed in some future release.)

Problem: V072 You want the location to print on the **spine label** except for one certain location (such as, 'stax' or 'main')

Possible Causes: To prevent this one location from printing insert 2 statements 3 lines after the comment "* FORMAT THE LOCATION" in LC866BAL so that it looks like the following:

```
*       FORMAT THE LOCATION
        OC    TWLOCI,CWABLANKS
        CH    R9,TWLINE#
        BNL   B395
        CLC   TWLOCI(4),=C'XXXX'    insert
        BE    B340                  insert
        MVC   0(4,R5),TWLOCI
```

where 'XXXX' is the location (in uppercase) that you don't want to print -- examples: 'STAX' ; 'KLW '.

Problem: V073 In printing **spine labels**, spaces in the ENUM/CHRON field are being treated as line breaks; you don't want them to be

Possible Causes: Insert statements before and after the "BAL R8,B800" 6 lines after the label B342 in LC866BAL so that it looks like the following:

```
LH      R0,TWENUM$
MVI     TWNTBY1,L866SEP      insert
BAL     R8,B800
MVI     TWNTBY1,C' '         insert
SPACE
```


RELEASE 4.4.4

Release 4.4.4 contains new features that improve the functionality of the NOTIS Acquisitions and Serials Control modules. These new features include multi-fiscal year processing for commitments and expenditures, and expansion of ORDUNIT and RECUNIT codes to handle more than 16 address codes.

Release 4.4.4 also contains fixes to several reported problems in the online fund accounting programs. Listed below you will find a description of the the fixes, as well as, new features.

We decided to ship these new features and fixes as Release 4.4.4, rather than wait for the release of version 4.5, for two reasons. First, we felt that the problems with the fund accounting software reported by concerned users were significant enough to necessitate the release of fixes as soon as they were ready. Second, we felt that the changes to the multi-fiscal year processing must be released prior to the June 30th so that libraries moving into the new fiscal year on July 1st could make use of those changes.

Release 4.4.4 was mailed the week of June 6th to customers that either have 4.4 acquisitions in production, or were planning to implement acquisitions by September 1st. The release was sent to both MVS and VSE sites. Included in the mailing were a tape containing the new features and fixes, and a release document containing instructions for installing and implementing the changes. Before release the programs were pre-release tested at NOTIS and at several customer sites.

The release document contains important information about the the functions and features that are new with 4.4.4. What follows is an overview of the new release containing information primarily for library staff. We recommend that the NOTIS project coordinator in the library request a copy of the release document from the primary technical contact at their institution.

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NOFA FIXES

The major problems that users have encountered with data integrity in fund, invoice, and order/pay/receipt records have been fixed with 4.4.4. In addition, several problems related to order and invoice processing have also been fixed to improve the operations efficiency of the acquisitions module. Of the items listed in the November issues of NOTISes, we completed work on items 1,3,5,6, and 9. Fixes for these problems are included in 4.4.4.

LIST OF NOFA FIXES

1) Any serious error conditions that occur during invoice record or order record processing that would effect the data integrity of a fund record now result in a system ABEND rather than simply an error message.

Formerly, a payment transaction in an order/pay/receipt record or invoice record that resulted in an error condition and the display of a system message resulted in the system updating the Expenditures, Year To Date balance in the fund record, but not the order or invoice record. The operator would have to post the payment again, resulting in a duplicate posting to the fund record.

To preserve the integrity of data in both the fund and invoice records, we have modified the programs to work with CICS Dynamic Transaction Backout. Each time a transaction results in an error condition that would have an effect on the data integrity of the fund record, the system will ABEND and restore the fund and invoice files.

We have taken additional steps to preserve the integrity of data in invoice records by adding an enqueue/dequeue feature. Two transactions that would update the same invoice record simultaneously are enqueued to ensure that both updates are processed.

4.4.4 contains fixes to system processing of the following error conditions:

a.) posting of payments to an invoice that has reached the maximum number of statement lines

b.) simultaneous update of an invoice by direct input and/or from an order/pay /receipt record.

c.) simultaneous update of a fund record by direct input and/or from an invoice or order/pay/receipt record.

d.) order record has reached its maximum size, depending upon the amount of data in each statement line -- approximately 100 to 250 statement lines.

Since these types of error conditions will now result in a system ABEND, we strongly recommend that each library develop procedures for clerical staff, instructing them how to avoid or deal with these error conditions. Outlined below are some recommended steps for managing these error conditions.

RECOMMENDED STEPS:

a.) Create a new invoice record and link that record to the existing invoice record using a visual cue, eg., adding a sequence number -- i.e., page number to the vendor's invoice number in the Invoice Number field. Check-in the item using the new invoice record.

b.) This may occur when several clerks work on a large paper invoice. Distribute sections of the invoice to the clerks and have them establish separate invoice records.

c.) This situation often occurs during testing. Avoid displaying the fund record if someone else is trying to update that same record from an invoice or order record and has received an error message.

d.) Review order records for serials and monographic series periodically and remove historical data in M,N, and R statement lines.

2.) Error messages supplied by the system during invoice and order record processing have been fixed, and now accurately represent the existing condition. Those messages are:

a.) OUT OF PAYMENT DATE RANGE
(i.e., posting date out of FY date range in fund record)

b.) PAYMENT EXCEEDED LIMIT
(i.e., payment exceeds Net Allocation Amt in fund record)

c.) INVALID EXPENSE CLASS
(i.e., a non-numeric value has been entered in the XC field of an o/p/r or invoice record)

d.) MAX NUMBER OF EXPENSE CLASSES EXCEEDED
(i.e., the fund record already has 17 expense lines)

NOTE: Prior to 4.4.4, appropriate system messages were not always supplied when an error condition occurred. This situation has been resolved.

3.) Acquisitions staff may now change the fund code (FC) or expected payment method code (XPM) in the order scope statement of an order/pay/receipt record and the system will decommit the encumbered amount (E$) from the appropriate fund record, and recommit that same amount to the new fund record. The fix has been applied to changes made to single, or multiple, division O/P/R's.

NOTE: Prior to 4.4.4, when the fund code or expected payment method code was changed, the system did not decommit the E$ amount from the appropriate fund record. This situation caused commitment balances to be out of sync with the data in O/P/R's. This has been resolved with the 4.4.4 fix.

NOFA FIXES (Cont.)

4.) Payment data entered into the "blank" statement lines on an invoice record no longer will cause the system to ABEND. The system will supply the following message:

INVALID STATEMENT NUMBER

The "blank" statement lines that appear at the end of invoice fields are not true statement lines, but are supplied by the system simply to fill out the screen display. These lines are easily identified since they are preceded by equal (=) signs rather than Invoice Statement numbers.

5.) Often during testing of the acquisitions module, staff at NOTIS sites would attempt to store an order record containing a system-supplied default fund code for which there was no corresponding fund record. This situation resulted in an ABEND and brought the system down.

This has been corrected. On storing the order record, the system will position the cursor at the FC field the message ERROR IN BRIGHT FIELDS will display on the Message Line.

The operator either needs to key a valid fund code, or to press the CLEAR key, create a fund record using the default fund code, and then proceed to create a new order/pay/receipt record.

6.) VSE sites experienced some problems with the display of MD's (modification dates) and AD's (action dates) in order records. Dates will now be correctly aligned.

7.) Issuing an APRV command with an invoice record displayed resulted in a storage violation and system ABEND. This has been corrected so that the APRV command is working consistently.

MULTI-FISCAL YEAR PROCESSING:

Currently, NOTIS libraries may manage their funds online using two different methods:

a. create a unique fund record for each library fund, and repeat the process with each new fiscal year.

b. create unique fund record for each library fund, and then create a multi-fiscal year sub-record that corresponds to each fiscal year.

Prior to Release 4.4.4, libraries that managed encumbrances of funds in separate fiscal years, rather than carrying forward those encumbrances, were faced with the task of creating new fund records for each fiscal year. This approach allowed the acquisitions units to receive and pay for items ordered in the previous fiscal year using the current year's allocation, and to release the commitment of funds from the previous year's fund record.

Changes to the fund accounting programs made with 4.4.4 provide libraries with the ability to manage their funds across multiple fiscal years using one fund record. The key to the changes is the addition of a **fiscal year code** associated with the Order Scope statement (i.e., 001 statement) in the Order/Pay/Receipt record.

This new **code** represents the fiscal year in which the funds were encumbered -- i.e., the fiscal year in which the statement was created. The fiscal year code is not visible to the terminal operator. The system uses this code to identify which fund subrecord is to be used for disencumbering when an item is paid for in the system. The subrecord need not be the active subrecord.

SCENARIO:

An acquisitions clerk orders a book in April '88 on the ARTS fund record, (FY87/88), encumbering $25.00. The library closes the fiscal year at the end of June, runs the order record conversion program, activates a FY 88/89 subrecord, and deactivates the 87/88 subrecord.

The acquisitions department checks-in, and pays $22.50 for the book in in August '88. At the time that the payment is posted to the order/pay/receipt record, the system disencumbers the $25.00 from the (FY87/88) subrecord, and posts the expenditure of $22.50 to the (FY 88/89) subrecord.

For all new order/pay/receipt records created after 4.4.4 is installed, the system will supply the fiscal year code to the order scope statement at the time the record is created. With Release 4.4.4, we are supplying a conversion program that will assign a code to all order records created prior to the installation of 4.4.4 based on criteria outlined in the release document.

For the majority of libraries currently using 4.4 acquisitions, the conversion program will operate as follows. If the fund specified in the order scope statement contains only one fiscal year subrecord -- generally the case for libraries that started using 4.4 acquisitions last year -- the code assigned will be the fiscal year dates in the FY field of the fund record, eg. **87/88.**

Libraries that wish to continue using **option a** listed above -- creation of new fund records for each fiscal year -- can install 4.4.4 and continue using their current fund management procedures.

Many of our NOTIS customers requested this change in the software soon after the fund accounting module was released last spring. We are happy to say that we were able to deliver it to our customers in time for the fiscal year changeover.

EXPANDED ORDUNIT/RECUNIT CODES

A number of NOTIS libraries also requested that we change the NOTIS software to allow for more than 16 institutional addresses. Most libraries requesting this change have decentralized check-in of serials and require more than 16 RECUNIT (receiving unit) addresses to support this operation. The addresses referred to are the addresses of technical processing centers within a NOTIS institution involved in acquiring and processing materials. These addresses are printed on purchase orders, claims, and cancellations.

The major change to the programs comes in the form of a new table (LC845BAL) which is used to store two character codes that represent to the system the various addresses. Each processing unit can now support up to 99 different addresses. The address codes can be either alpha or numeric codes, or an alphanumeric combination. The addresses continue to be stored in LB071.

Formerly, the codes were stored in the processing unit table in a parameter labeled ORCODS. The addition of the new table will make the task of assembling tables an easier one for the data center.

Prior to adding new addresses we recommend that you review your current coding scheme to determine what changes, if any, you wish to make. Once you have completed the review, you simply need to select the two character codes and report them to the NOTIS Technical 1 contact, categorized by processing unit, with the related address information.

Remember, addresses are currently limited to five lines of text and to 34 characters per line. The second line of addresses used for serials ordering and receipt are restricted to 23 characters because the system adds the purchase order number to that address line.

You also need to report to the NOTIS Tech. 1 revisions to the security tables. The new address codes must be added to the security profiles for your staff to allow acquisitions and serials staff access to add, or change, the codes in order/pay/receipt records.

INSTALLATION:

Libraries planning to implement the features and fixes in 4.4.4 must first install and implement the fixes shipped with 4.4.2 and 4.4.3. Libraries that are not currently using 4.4 acquisitions, or that are not planning to implement the acquisitions or serials control modules until after release 4.5 is installed need not install 4.4.4. All features and fixes contained in the 4.4.4 release will be available in 4.5.

IMPLEMENTATION:

Libraries planning to implement 4.4.4 must do so in its entirety. We do not recommend implementing part of the release, eg., multi-fiscal year changes, but not expanded ORDUNIT and RECUNIT changes. Implementation of 4.4.4 also necessitates the running of the order record conversion program.

More importantly, to take advantage of the fixes that preserve the data integrity of your fund and invoice records, your data center must have available and installed Dynamic Transaction Backout (DTB) and IBM's "Basic" recovery procedures. You may want to check with your Tech. 1 contact on this matter.

FUTURE PLANS:

The fixes supplied to you with 4.4.4 will resolve the most critical problems that users have reported with the fund accounting problems, making this component of the software more efficient and dependable. We appreciate all of your support in helping us to diagnose the problems and determine solutions.

To assist you in monitoring your funds we are also developing a NOTIS audit report program that will provide you with a written report of commitments and expenditures to date for each fund, by reading order/pay/receipt records and invoice records and comparing the totals with corresponding balances in the fund records. This report will help you to spot system and operational errors in fund accounting and order processing.

We are firmly committed to the task of completing the remaining items that appeared in the November issue of NOTISes. We also have accumulated a file of requests for modifications to the software that we have evaluated and prioritized. This list, as well as information gathered from enhancement survey, will play a role in determining what we work on next in the area of acquisitions.

Communication Scripts Ease Tedium of LUIS Dialup

For those with proper equipment, dialup access to the Library's LUIS online catalog can save hours of time when a book, journal article, or merely correct citation information is needed. But having such convenience is not a complete solution, as the time and effort sometimes spent struggling with communications software can be nearly as daunting as finding an on-campus parking space. Though the technology and organizational resources are not yet here to provide for library- to-office book delivery, technological improvements have been made in microcomputer communications software to make the connection to Northwestern University Library's LUIS online catalog as easy as a single keystroke command. Both Macintosh and IBM-compatible communications software products -- shareware, freeware, and commercially-vended -- provide a feature commonly referred to as "script files" for automating every step in the communication process.

A script file is a small, simple program in a language specific to the communications software on which it runs. Such a program may be no longer than five to ten lines, some lines providing the hardware with such information as the telephone number and parity setting, and other lines reading and sending information which is necessary for the "logon" process. Longer programs can do much more, from storing passwords to automating data transfers. But as LUIS access requires no password and only a very few logon steps, it is a good remote system on which to learn about communication scripting. Macintosh programs such as RED RYDER and MICROPHONE, and IBM-compatible programs such as QMODEM, PROCOMM, and BLAST have many command features in common, though their means of implementation all differ. The remainder of this article will discuss script files for LUIS connection using CROSSTALK (a popular, high quality PC compatible package costing about $90.00) and PIBTERM, also a fine piece of PC software, available without cost from ACNS.*

Listing One at the top of the next column illustrates a CROSSTALK script for LUIS logon through a Hayes-compatible modem from the author's AT&T PC at home. It can be activated by entering "xtalk luis" at the DOS prompt or by selecting LUIS from a numbered menu once within CROSSTALK. The script, an ASCII file with the name LUIS.XTK, was created using a text editor. The line numbers at the extreme right are only for reference purposes, and are *not* part of the file.

Lines one through seven provide the hardware and CROSSTALK software with appropriate setup information; a PC

LISTING ONE: LUIS.XTK

CROSSTALK Script for Accessing LUIS via Modem

```
NUmber          491-3070                1
DAta            7                       2
PArity          Even                    3
STop            1                       4
EMulate         VT-100                  5
FKey 9          @PIcture catalog.dmpla  6
FKey 10         @BYe                    7
GO                                      8
WAit            5                       9
REply           |                       10
WAit CHARacter  ":"                     11
REply           VT100|                  12
WAit            5                       13
REply           |                       14
```

with a different configuration may require different commands here. The lower case letters in each script line are optional, provided here for visual clarity; a working script can be typed in all lower or upper case, and tab alignment as well is optional. Line three, in other words, could be entered simply as "pa e". VT-100 emulation specified in line five provides a clearer-looking LUIS screen. Lines six and seven illustrate a CROSSTALK feature which allows the "programming" of up to 40 function key combinations. In this example, the author has programmed his F9 key to allow the taking of "pictures" of LUIS screens, saved in a file called "catalog.dmp"; this saved file can subsequently be edited using the BIBLIO program. The "picture" command is preferred to a simple downloading of all incoming information, as it avoids the problem of escape codes associated with VT-100 emulation. The F10 key is programmed in the next line to log off of LUIS (only a hang-up, or "BYe" command in CROSSTALK, is required); a common logoff command across a number of systems (e.g., the Vax, the Cyber, various BBS's, and the U. of Illinois at Chicago's LUIS) is thus possible using the CROSSTALK feature, and has been implemented by the author for a variety of connections.

Line eight tells the software to begin the communication to the Library's IBM 4361 computer. Optional parameters are available for use with this command, providing a means to invoke automatic repeat dialing if all three LUIS lines are busy.

Lines nine through fourteen complete the process, providing the LUIS introductory screen just as it may be seen on terminals in the Library. CROSSTALK uses the broken vertical bar character to indicate a carriage return. The unit of time measurement for the "WAit" command is in tenths of seconds; one may need to adjust such intervals depending on the performance of one's phone line. It may be of interest to LUIS dialup users to note at this point that one does not have to await the appearance of the full LUIS screen to begin a search; any LUIS command can be entered at any time in dialup mode, unlike within the Library where one must wait for the full interface to be painted before proceeding.

Listing Two, of the file LUISAILU.XTK, illustrates the use of a CROSSTALK script for the same purpose as Listing One, except that the connection is made through an AILU from NTS at 9600 bits per second. (The author's hardware setup on campus provides an AILU at serial port 1 -- used mostly for communicating with the Vax -- and a modem at port 2.) Because AILU commands are different from the common Hayes "AT" command set, they are issued directly out the serial port with the "GO LOcal" command (line 1); tenths of second delays are inserted between each digit of the Library's DIU number (1-4194) in lines 17 through 25, necessary for the NTS equipment to understand the destination number correctly. In this script the F10 key has been programmed to send the AILU disconnect string. As with a dialup connection, LUIS commands can be entered at any time by the user of a DIU or AILU.

LISTING TWO: LUISAILU.XTK

CROSSTALK Script for Accessing LUIS via AILU

```
POrt            1                   1
DAta            7                   2
PArity          Even                3
STop            1                   4
SPeed           9600                5
FKey 9          @Picture catalog.dmpla  6
FKey 10         !!!                 7
EMulate         VT100               8
GO LOcal                            9
WAit            5                   10
REply           '|'                 11
WAit            2                   12
REply           '|'                 13
WAit CHARacter  '|'                 14
REply           '+'                 15
WAit CHARacter  '#'                 16
REply           '1'                 17
WAit            1                   18
REply           '4'                 19
WAit            1                   20
REply           '1'                 21
WAit            1                   22
REply           '9'                 23
WAit            1                   24
REply           '4'                 25
WAit CHARacter  '>'                 26
Wait            3                   27
REply           '|'                 28
WAit CHARacter  ':'                 29
REply           'VT100|'            30
WAit            4                   31
REply           '|'                 32
```

Listing Three, of the file LUIS.SCR, provides a look at a PIBTERM script functioning essentially like the CROSSTALK script in Listing One, though parameter settings are handled by separate configuration (".CNF") files with PIBTERM. (Such parameters *can* be set within the script using the command word "param".) The script can be activated from the DOS prompt by entering "pibterm luis" or from within PIBTERM by using the Alt-G command in PIBTERM 4.x, or in version 3.x the Alt-P command, selecting "s" from the pop-up menu for script execution, then entering "LUIS" at the prompt. The "m" in line 1 signifies a "manual" dial, i.e., not a dial from PIBTERM's telephone directory file. Because function keys are programmed with PIBTERM using separate files with the ".FNC" DOS filename extension, one may create a ".FNC" file which need contain only the single line "F10=+++" if the user wishes to program the F10 key for logoff as it was programmed by CROSSTALK above. A version of LUIS.SCR is currently routinely provided as part of the PIBTERM software package as distributed by ACNS.

LISTING THREE: LUISDIAL.SCR

PIBTERM Script for Accessing LUIS via Modem

```
dial 'm13070'           1
delay 5                 2
stext 'l'               3
waitstring ':'          4
stext 'vt100|'          5
delay 5                 6
stext 'l'               7
```

One very nice trait of script files is that, as ASCII files, they are easily shared among users. This author has created, in addition to the files used for illustration here, CROSSTALK scripts for accessing the Vax, the Cyber, the Northwestern OPUS BBS, the University of Illinois at Chicago's LUIS, Evanston Public Library's online catalog, and a number of other systems, and PIBTERM scripts for several systems as well. Albert Lunde of ACNS has developed PIBTERM scripts for LUIS access via the campus PACX network and via an AILU. Such scripts can be passed around on floppies or through VAXMAIL; if readers have interesting scripts they'd like to share, please contact the author.

Scripts can do much more than simply log on to systems, of course. In a future issue of *Computing and Networking* we will describe scripting techniques for handling electronic mail transfers so that the user can save considerable online time and also avoid having to use unfamiliar editors.

Editor's Note: The following documentation for PibTerm is for sale at the ACNS business office at Vogelback:
"PibTerm Script Language Reference Guide"
"PibTerm Parameters Reference Guide," forthcoming
"A Guide to PibTerm v4.1 at Northwestern"

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New BIBLIO Release

A new version of the BIBLIO program, an IBM and compatible utility for editing bibliographic information downloaded from the NU Library's LUIS online catalog (1-3070 for 300-1200 bps, 1- 3060 for 2400 bps), is now available at no cost from the Library and through the ACNS PC Bulletin Board System (1-3094). For PC users with modems, DIU's, or other means of tapping into LUIS, BIBLIO offers a convenient solution to the problems of using downloaded LUIS data for producing hard copy and incorporating bibliographic information into term papers or other reports. While it is not a bibliographic database management system, BIBLIO does enable users to print out on their own PC printers up to twelve or so LUIS citations on a page, with or without call numbers, making the always pesky problem of keeping track of such information more manageable. Developed originally by former MSG staffer Bill Bliss, BIBLIO now offers faster execution time, takes up less space, and displays a clearer interface in Version 1.4, thanks to Dick Griscom of the Music Library. The documentation, distributed on disk as part of the package, has also been improved.

Users of BIBLIO must first have a means of downloading LUIS records to a file on a floppy or hard disk. Connecting to LUIS through a modem (1-3070,e,7,1,full for 300-1200 bps, or 1-3060, e, 7, 1, full for 2400 bps) or a DIU or AILU (1-4194, e, 7, 1, full, 9600 bps) requires not only the hardware but also a software tool, such as PIBTERM, QMODEM, or CROSSTALK. Each of these software packages, as well as many others, provides a command for making a copy of what you see on the LUIS display onto a disk-stored DOS text file. Though one *can* print out this information immediately upon viewing or retain it on disk in its full-image form, much of the information becomes immediately extraneous once one is no longer online. Using a print-out method, a ream of paper is consumed for each 1,000 or so of references; using a full-image file format is as costly in a scholar's time as the print method is in trees. BIBLIO, by expunging such useless information as "Type command and PRESS ENTER:", enables the user to much more easily mold the needed information (author, title, publisher, call number, etc.), using a word processor, to his or her particular needs.

To obtain a copy of the new version and its accompanying documentation, you may download the file BIBLIO.ARC from the "4: Educational, etc.." file downloading area on the NU OPUS (formerly FIDO) BBS, then unARC it with your copy of PKXARC, ARC, or similar utility. Alternatively, you may bring a formatted 5-1/4" floppy to the Library's reference desk and it will be copied onto your disk within 24 hours, for pickup or campus mail-out. Comments by users of BIBLIO are most welcome by the Library; such comments are our best avenue toward seeing more improvements in the software and in related services.

In an upcoming issue of *Computing and Networking*, we will examine the topic of true bibliographic database managers and unstructured text database managers, explaining how they offer flexibility fuller than available with BIBLIO. The Library has had experience with two such software packages, PRO-CITE and NOTEBOOK II, and knows of other packages being used around campus. If you are a user of such a program or interested in becoming a user, we would like to hear from you.

Editor's Note: NOTEBOOK II is reviewed in this issue in John Hewitt's article on text search and retrieval software.

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Attachment # 3

INDIANA STATE UNIVERSITY LIBRARIES
DEPARTMENT OF LIBRARY INSTRUCTION AND ORIENTATION

LUIS Dial-Access*

This handout has been developed to assist you in searching the Library User Information System (LUIS) via dial-access. Generally, LUIS is accessible via phone lines during normal Library hours on weekdays, and continuously during weekends until Library closing on Sunday night. To access LUIS by dial-access:

1. Activate telecommunications modem. For external modems, turn modem switch and power switch to "on" position. For internal modems, follow the commands specific to your particular modem type. **Use the commands specific to your particular modem** to dial in (check your modem's users' manual). The dial-access telephone number is: **237-3583.** *NOTE:* If you are dialing into LUIS from an on-campus location, you do not need to enter the 237 prefix; however, remember to include any letter prefix commands which might be required by your particular modem. If you are dialing in from an off-campus location, you must enter all seven digits, preceded by any letter commands specific to your modem.

2. Once you reach the ISU Port Selector (this will be apparent from the information appearing on your terminal screen), **enter L for Library and press RETURN key. After GO appears, press RETURN key.**

3. Type in the code for your terminal. If you do not know your terminal code, press RETURN key for a list of valid terminal codes. If you do not recognize your terminal code in the menu, or if your terminal is not included in the menu, try either 2 or tty. If neither of these codes work for you, call the Computer Center for assistance (237-4133). If you are using a microcomputer, it is preferable to use emulation software, such as Y-term, for an IBM-*pc* or Zenith.

4. A screen with a large CML will appear. This screen asks for a User ID and a password. However, for dial-accessing LUIS, **a User ID and password are not required. Simply press RETURN.**

You should receive a "Welcome to LUIS" screen after the preceding step. If the screen appears to be "frozen" or "locked" and does not accept your commands, press CTRL and R simultaneously, then press CTRL and C simultaneously. These steps should restore the screen and allow you to search. If not, press the ESC key, the CTRL key, and D key simultaneously and start over with Step 2 above.

5. When you are finished searching type e and press RETURN. This restores "Welcome to LUIS" screen.

To sign off, press the ESC key, the CTRL key, and D key simultaneously. Turn terminal and modem power switches to "off" position.

***For technical assistance in getting into the ISU Port Selector, call the Computer Center, 237-4133. For assistance specific to LUIS searching, call the Library Reference Desk, 237-2580.**

4/88

NOTIS/McGill
AUTOMATING McGILL's LIBRARIES

The McGill University Libraries began the move to automate with the choosing of the NOTIS system in 1985. The NOTIS system is a mainframe based software package designed to automate all aspects of the library environment, from placing orders with booksellers, to circulating library materials to students and staff.

Implementation began in 1986, with the loading of the NOTIS software onto McGill's mainframe computer. The libraries share the use of the AMDAHL 5860 with other university departments. To date, 131 terminals have been installed throughout McGill's 20 libraries to access the NOTIS system. By the end of the implementation period, the number of terminals in the libraries is expected to be 333.

The implementation of the NOTIS system has been planned to cover 5 years (1986-1990). The NOTIS/McGill database controlled by the NOTIS software presently consists of over 585,000 bibliographic records, 487,000 of which represent current cataloguing entered on the Utlas utility system since 1974. While current cataloguing continues on Utlas, new catalogue records will be loaded from Utlas tapes into the NOTIS/McGill database on a monthly basis. The remaining 98,000 records currently in the NOTIS/McGill are RECON records. An additional 700,000 records will eventually be produced by the retrospective conversion (RECON) project and added to the NOTIS/McGill database, thus eliminating the libraries' card catalogues.

The public online catalogue which the NOTIS system provides is known as MUSE. Dedicated MUSE terminals are available for library users in all the McGill libraries, providing access to the bibliographic records by author, title and subject heading. By 1989, searching by keywords and the use of boolean operators will also be available.

Planning is now underway to implement the switch of library staff functions such as ordering and cataloguing library materials onto the NOTIS/McGill system.

The automation of the libraries' circulation desks is also in the planning stage. The inventory of library materials will be controlled with the use of barcode numbers. Each library borrower will be issued a unique barcode number. Once the circulation activities are automated, the availability of each library item - whether it is checked out or available for borrowing - will be indicated on MUSE, the online catalogue.

The final phase of the NOTIS implementation will be to automate the check-in of current periodical issues, and the functions for inter-library loan.

Access to MUSE is currently available in all the McGill libraries. Terminals outside the libraries which are directly connected to the McGill mainframe are also able to access MUSE. Dialup access to MUSE for McGill staff and students is expected to follow shortly. Special access is planned for the McGill Teaching Hospitals.

For additional information contact Anastassia St. Pierre 398-4702

Note: This and the next two pages were issued in a four-panel brochure format.

MUSE

MUSE is the online catalogue of the McGill University Libraries.

MUSE records contain bibliographic, location and call number information for library materials held by the McGill libraries.

MUSE terminals are located in all the libraries of the McGill Library System.

The records in the card catalogues are being added to **MUSE**. The amount of material still listed on cards varies from library to library.

The MUSE status screen indicates the current contents of **MUSE.**

Type **st** and press ENTER to see the status screen.

LIBRARY STAFF MEMBERS ARE AVAILABLE TO HELP YOU USE MUSE.

PLEASE ASK FOR ASSISTANCE.

McGill University Libraries
Systems Office
March 1988

SEARCHING MUSE

TITLE

To search by TITLE:
- type **t=**
- followed by a title
- then press ENTER

Do not include articles (a, an, les) if they are the first word. Capitalization, accents and punctuation are not necessary.
You may type only the first few words (**t=journal of the chem**). MUSE will match on all titles beginning with your request.
Do not abbreviate or omit words within a search (**j chem soc**).

EXAMPLES:

t=journal of marketing ENTER
t=last of the crazy people ENTER
t=encyclopedia of c ENTER

AUTHOR

To search by AUTHOR:
- type **a=**
- followed by an author's name
- then press ENTER

Type the author's last name followed by part or all of the first name.
An 'author' may be a person, an organization or a conference.
Search for authors with double last names or prefixes under all parts of the last name.

EXAMPLES:

a=burton pierre ENTER
a=de la croix h ENTER
a=chemical society ENTER
a=world conference on birds ENTER

SUBJECT

To search by SUBJECT:
- type **s=** or **sm=**
- followed by a subject heading
- then press ENTER

Use **s=** to search Library of Congress (LC) Subject Headings.
Use **sm=** to search Medical (MeSH) Subject Headings.
Use **two dashes** to separate headings and subheadings (**s=cats--behavior**).
Listings of LC and MeSH Subject Headings are located near most MUSE terminals.

EXAMPLES:

s=architecture domestic ENTER
s=canada--history--drama ENTER
sm=protein binding ENTER
sm=neoplasms--therapy ENTER

MUSE DISPLAYS

MUSE displays either a list of matching items, or a single record, depending on your search request.
To see the full record of a listed item, type its line number.
A short search request will result in a broad list (**t=handbook of**).
A longer search request will result in a more precise list (**t=handbook of chemical**).

You MUST press ENTER after typing a search request, a command, or a line number.

MUSE SEARCHING AND INFORMATION COMMANDS

Each MUSE screen suggests appropriate commands to complete a search or obtain further help. They are listed at the bottom of the screen.

SEARCHING COMMANDS

The four basic sesarch commands are **t=** **a=** **s=** and **sm=**, followed by your search request. They indicate to MUSE which index to search.

r moves the current search request to a revising screen.

34 a **line no.** Type in the number of the item you wish to see fully displayed.

m displays **MORE** of what is displayed on the screen:
- — the next full record,
- — more index entries,
- — more subject headings,
- — more help screens.

g redisplays the **GUIDE** screen.
gⁿ redisplays a SUBJECT HEADINGS **GUIDE**, at the number specified (e.g. **g54**).

i redisplays the **INDEX** screen.
iⁿ redisplays the **INDEX**, at the number specified (e.g. **i98**).

INFORMATION COMMANDS

e ends your search and redisplays the first MUSE **INTRODUCTION** screen.

news displays the **NEWS** screen.

st displays the MUSE **STATUS** screen.

h displays a **HELP** screen for the current MUSE screen.

a displays the AUTHOR searching **help** screen.

t displays the TITLE searching **help** screen.

s displays the first of three SUBJECT searching **help** screens.

sm displays the first of three MEDICAL SUBJECT searching **help** screens.

FCLA TECHNICAL BULLETIN

Vol.3, No.1/2 January/February 1988

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The FCLA Technical Bulletin is published by the Florida Center for Library Automation, an agency of Florida's State University System. Editor: Mary Ann Garlough. Design: Cherri Story. Production Assistants: Cherri Story, Alkeena Staten and James Andrews. Contributions are welcome from anyone in the SUS libraries. Send articles, comments, and address changes to the Editor, FCLA Technical Bulletin; Florida Center for Library Automation; 2002 NW 13th St., Suite 202; Gainesville, FL 32609. Phone: (904) 392-9020; SUNCOM 622-9020

STATISTICS STATISTICS STATISTICS

SUS DATABASE STATISTICS

IG*	BIBLIO RECORDS	COPY STATEMENTS	VOL HLDG RECORDS	ITEM RECORDS	ORDER RECORDS+
ExtLib	19,970	29,830	577	0	0
FAMU	234,844	278,492	5,831	0	0
FAU	278,905	295,635	11,369	0	0
FIU	363,051	420,350	14,280	1,677	603
FSU	947,672	1,020,588	85,662	164,728	101
UCF	300,557	306,391	2,285	208,915	0
UF	1,030,376	1,238,559	152,334	1,350,556	171,873
UNF	292,028	297,287	426	318,723	0
USF	708,771	890,696	49,531	859,065	23,188
UWF	276,618	296,719	13,715	257,793	279
TOTAL	4,452,792	5,074,547	336,010	3,161,457	196,044

Data as of 2/22/88.
See attachment A for breakdown by processing unit
* Institution Group
\+ Count is of every copy statement with at least 1 order attached, not of every order record

NOTIS USE STATISTICS

The January 1988 transaction count of 6,310,903 was a 64% increase over the 3,858,807 transactions recorded for January 1987. The February 1988 count of 8,107,432 was a 75% increase over the February 1987 count of 4,628,883.

The January and February CICS transaction counts for SUS terminals only are listed in the next table. January and February statistics for remote access are listed in Attachment B.

TRANSACTION COUNTS - January/February 1988

Institution Group	No. of Transactions		Percent of Total Transactions	
	January	February	January	February
Ext.Lib	35,200	34,805	0.56	0.43
FAMU	67,124	107,437	1.07	1.33
FAU	311,089	412,904	4.95	5.12
FCLA	29,749	33,454	0.47	0.42
FIU	360,788	459,947	5.75	5.70
FSU	861,849	1,164,743	13.73	14.44
UCF	271,131	409,815	4.32	5.08
UF	2,431,046	2,892,693	38.73	35.86
UNF	346,484	413,845	5.52	5.13
USF	1,256,063	1,681,185	20.01	20.84
UWF	285,444	417,959	4.55	5.18
Unknown*	21,637+	37,447+	0.34	0.47
TOTAL	6,277,604	8,066,234	100.00	100.00

* Remote terminals, terminals not yet on inventory reports, terminals in LANs, etc.
\+ High figure is a result of some UCF terminals being unknown to FCLA's transaction tabulation program during a line change

NERDC SERVICE REPORT

The NERDC service report giving system availability and response time statistics for June 1987 through February 1988 is summarized in Attachment C. The complete report has been distributed to the Liaisons.

GENERAL NEWS GENERAL NEWS GENERAL NEWS

LIBRARY IMPLEMENTATION STATUS

When everyone was coming up on the same NOTIS subsystems at around the same time, it was fairly easy to keep up with who was using what. It was also pretty obvious; you could see right away whether a university had a database when you attempted a search. Now that the optional subsystems (circulation, acquisitions, and serials check-in) are being implemented, it's hard to tell the players without a program. Here's a program thrqugh the end of the 87/88 fiscal year.

Catalog maintenance and LUIS have been operational for every SUS library, Santa Fe Community College (SFCC) and Edison Community College (ECC) since the fall of 1986. Those currently using circulation are: FSU Law, UF (all libraries), UNF, USF (all libraries, including ECC), and UWF. Acquisitions has been fully implemented at UF (all libraries) and USF (main library), and partially implemented at FIU. Serials check-in is being used at UF (all libraries), USF (main and medical libraries), UWF, and ECC.

Circulation is planned to be operational by the end of the fiscal year for FAU and FIU.

Serials check-in training has been conducted for FAMU, FSU Law, and UNF. These libraries may start using check-in at any time.

FCLA ACTIVITIES REPORT

FCLA staff worked on the following projects in January and February.

Data Loading

These composite tapes were loaded:

CMP054, covering 12/21/87-12/31/87, loaded 1/12/88
CMP055, covering 01/04/88-01/16/88, loaded 1/25/88
CMP056, covering 01/18/88-01/30/88, loaded 2/08/88
CMP057, covering 02/01/88-02/13/88, loaded 2/22/88

These LCSH authority file updates were loaded:

LCSH 82-85, dated 12/15/87-01/11/88 (718 unique records; latest date 12/28/87), loaded 1/22/88
LCSH 86-89, dated 01/12/88-02/08/88 (956 unique records; latest date 2/08/88), loaded 2/19/88

FAU's 70,060 unique GPO records with OCLC numbers were loaded 2/24/88. Load specifications were under discussion for FAMU, UF, USF, and UWF.

On 2/29/88 1711 major microform records were loaded into the FAU database.

Specifications for loading the display version of LAMBDA records into NOTIS were completed in January.

Data Housekeeping

The "database split" project to move JHEP records out of the HC processing unit into its own JX processing unit was completed 1/8/88. Work continued on the USF-Sarasota database split project.

In January the global change program was run on 46 obsolete subject headings. The number of records changed was: Extension Library--132; FAMU--1933; FAU--

2878; FIU--3138; FSU--8103; UCF--3414; UF--7104; UNF--2106; USF--6818; UWF--2466.

The 830 fields in FSU microform records were removed 1/28/88.

The tag tables were changed 1/4/88 to make the MRDF fields 522, 523, 524, and 537 repeatable. The initial default subfields for serial format fields 780 and 785 were changed from "7" to "t." Valid 049 indicators were changed to blank and 0-9.

OCLC/NOTIS Interface (ONI)
Work continued on ONI enhancements.

Telecommunications
Planning for the UWF and USF direct connections to NERDC continued.

Online System
As of 1/4/88, the institution name that identifies the database displays at the top of every LUIS screen.

Changes were made to the tag tables 1/4/88 to display the 074 field (GPO item number) as a LUIS note; the note begins with "GPO item number." The 255 field (map mathematical data area) also was changed to display in LUIS; it follows the 245 (title statement) display.

Cataloging
Elaine Henjum conducted catalog maintenance training at the SUS Extension Library on 2/23/88.

Circulation
UWF's patron files were loaded into NOTIS 1/8/88. They began using the circulation module on 1/11/88. UWF's CLSI unlinked items were loaded 1/28/88.

Maggie Hogue conducted circulation staff training at UWF 1/6/88-1/7/88 and circulation supervisor training at FIU 2/23/88-2/24/88.

Acquisitions and Serials Control
Software that establishes and updates invoice records was changed 1/28/88 so only one terminal at a time can update an invoice and so the approval command will effectively disestablish an invoice at all terminals.

Some acquisitions changes distributed in NOTIS 4.4.3 were installed during January and February. On 1/28/88 changes were installed so that order record statement modification dates (MD fields) no longer change if action date fields are updated or statements are renumbered. Fund records were changed to record month-to-date expenditure and commitment information; these changes have been reflected in online displays and fund reports since 2/12/88. The new program, LD400, that resets the month-to-date fields also generates a new fund report.

Mary Ann Garlough conducted serials check-in training at UWF 1/6/88-1/7/88 and at UNF 1/12/88-1/13/88.

Miscellaneous
Reports that include a sort by processing unit (PU) or service unit (SU) may be split by PU or SU and printed at different remote printers. This became available 1/4/88.

USF and FSU Law began testing spine label printing in February.

HIGHLIGHTS OF THE 1988 ALA MIDWINTER MEETING

Heads of Technical Services of Large Academic Libraries (1/8/88)
LC Report -- Henriette Avram

LC has experienced budget cuts which has required them to take measures to reduce expenses, e.g., curtailment of the amount of money spent on contracts and a 90-day freeze on hiring. Fiscal year 1987 book purchasing was the lowest in the 1980s. The serious decline in the dollar value has also affected their budget: 17% reduction in monographic purchases, 21% in serials.

In FY87, 40,000 CIP titles were cataloged. Five hundred new publishers were added to the CIP program for a total of 2,500. LC implemented a new program called AUTOCIP, which allows for the creation of a fuller CIP record. A new quality control program is catching changes made by the publisher after the CIP was done.

An online cataloging experiment has been in effect for one year: 180 catalogers are cataloging at terminals rather than doing workforms for data entry. In the first six months there was a 10-30% drop in productivity, partly as a result of some system problems at the onset of the project. Recent figures show improvements; catalogers with their own terminals now are 10% faster than those without.

LC is looking at the UK-MARC records on OCLC to determine if LC can use them as a source of cataloging. They are comparing the use of MARC fields and rules and subject assignment. LC is also talking with Japan's Diet Library, RLG, and OCLC about the possibility of converting the Japanese MARC records into USMARC. If conversion is feasible, there should be about 30,000-50,000 Japanese MARC records converted per year.

National Coordinated Cataloging Operations (NACO). NACO now has 43 participants. In June 1987 the first NACO records were communicated to LC via RLIN LSP. (Yale transferred the first records, followed by Princeton). OCLC has completed its module for the project; it will go into production in February or March, with the University of Indiana as the first user.

National Cooperative Cataloging Project (NCCP). The pilot project has eight participating libraries in which LC terminals were installed that allow access and input into the LC database. When the standards have been agreed upon, NCCP libraries will be the first to transfer bibliographic records via LSP.

New CD-ROM products from LC. LC will be distributing name and subject authority records and bibliographic records on CD-ROM in the near future. The subject file will use one disc and is in test at LC. Names will require three discs. The bibliographic file will include all formats; the number of discs is not yet known. The product will support the full extended ALA character set and will output full USMARC format records.

Other Reports
An update on the ARL Recon Project for Latin American Studies was given. Eight universities (including the University of Florida) have developed a $1.2 million proposal for the conversion of Latin American materials. Approximately 167,000 records will be converted at an average cost of $7.20 per record. The project has applied to be a

Christopher Columbus Quincentennial project.

The Ohio Board of Regents has mandated the development of a statewide electronic database to support statewide circulation. No further details are known.

What has been the impact of the price increases and drop in dollar value on the acquisitions rate? Stanford reported that they are using the opportunity to cut into their cataloging backlog. Some reported returning more approval plan materials and expressed concern that the practice might jeopardize the health of the approval plan program.

How many libraries attach printers to public terminals? One third reported using them; they are one of the most popular features of the online public access catalog.

The impact of local systems on networks and the issue of record exchange were discussed. A general reaffirmation of resource sharing and the need to access shared cataloging were expressed, but no real answers to the problem of getting less expensive cataloging while still supporting the network were provided.

The practice of direct online cataloging and the provision of terminals for catalogers were also discussed. Most felt that it was more efficient for catalogers to work directly online, but that there were personnel classification issues to be resolved and ergonomic implications to be considered.

Ways in which authority control processes have changed by having a local system were addressed. Some changes mentioned were: more problem reporting; more expansion on LC data (i.e., more X-refs and notes); the ability to handle big changes via global change; elimination of manual authority files. UCLA downloads records and runs them through global change; its system has a linked authority file. LC built its system on NAF (its online name authority file) and doesn't go back to old printed files for determination of new names; this results in duplicates, since NAF was not designed for authority control. Michigan will not convert its manual file; all bibliographic records will be processed against NAF and SAF (subject authority file) to produce a new machine-readable file. OCLC has both NAF and SAF up; it expects a heavy period of problem reporting for SAF for a while. OCLC also pointed out that the needs of a utility and a local system differ.

MARC implementation, updates, integration, and the MARC Format for Holdings and Locations (MFHL) were discussed. It was pointed out that there is a potential for being in three stages of MARC standards: LC/MARBI, the utility, and the local system. UCLA keeps all of the past standards in local edit tables and tries to allow for the future. Most libraries represented plan to implement MFHL eventually. However, UC-Berkeley doesn't see the need to use it in a local system and wouldn't use it for output except at the summary level. Stanford will be designing the phases for implementation in the next few months.

MARBI (several meetings over four days)

LC is working to make all NUC (National Union Catalog) codes a maximum of 8 characters long and case independent (i.e., no lower case letters).

Update #16 to the MARC Formats for Bibliographic Data (MFBD) will

be a completely new edition with a new name: USMARC Formats for Bibliographic Data (UFBD?).

Most of the 12-15 hours of meeting time was devoted to the LC proposal to integrate all of the bibliographic formats into one format. By the end of the last meeting, MARBI had made it through the fixed fields and into the variable fields. It is being projected that resolution of all of the issues will take one to two years. Each utility and local system will have to deal with the impact of this major change once it is approved.

FAXON/NOTIS Users Group (1/9/88)

The beta sites for Vendor Invoice Tape Loading Software (VITLS) testing will be Indiana State and Clemson. NOTIS was expecting to get a test tape of invoice records by the end of January. VITLS mimics in batch mode what an operator would do manually to key the pay statements into individual order and invoice records on NOTIS.

Several post-VITLS projects for interfacing have been discussed:
- claims transfer (Univ. of Vermont will be a test site);
- orders transfer;
- FAXON check-in data transferred into NOTIS for LUIS display and NOTIS check-in data transferred into FAXON for union listing.

Automated Serial Control Interest Group (1/10/88)

Representatives from VTLS, NOTIS, Innovative Interfaces, GEAC, FAXON, DYNIX, CLSI, and Carlyle described what they were doing with MFHL:

VTLS - has developed a serials check-in module based on MFHL.

NOTIS - will have the ability to input MFHL records by the end of 1988.

INNOVACQ - described the current system and expressed confidence in ability to output MFHL.

GEAC - plans to have format implemented within a year.

FAXON - has ability to output format from SC10 and Microlinx. Users don't use tagged format--MARC tags are mapped to data on output.

DYNIX - not yet implemented. DYNIX raised an interesting point: MARC tags become the communication language of humans when they discuss data; systems that don't use tags may reduce effective human communication.

CLSI - not presently implementing MFHL. With 2000+ systems installed there would be serious data conversion issues to deal with.

CARLYLE - will implement it if any customers want it. Data entry is done via tape loading, and no utility now provides MFHL data in their bibliographic records.

NOTIS Interest Group-Documentation (1/12/88)

NOTIS hopes to have procedures in place by June for distribution of documentation on floppies. Issues of confidentiality still apply. The initial distribution does not guarantee ongoing updates. Costs have not been set. 5 1/4 inch discs will be used. (FCLA has not decided how to make use of this service when it is available).

NOTIS is in the planning stages of a major revision of its user documentation. The project is called UPGRADE (this acronym has a meaning, but it is not critical). A discussion of the ideas being considered revealed that NOTIS plans to eliminate much of the redundancy of the current Terminal Operator's Manual (TOM); develop ready reference guides for specific functions; create a data dictionary that identifies every element or field in a record or screen; provide more cross-referencing between the user and system documentation; and (of course) develop indexes. NOTIS has been able to expand its staff to include people who can devote their time to documentation development, so improvements can be expected over the next few years.

--M. Dalehite

PUBLICATION NOTES

Updates 9 and 10 for the NOTIS Terminal Operator's Manual were sent out at the end of February.

SUS PERSONNEL NEWS

Marsha Anderson is no longer FCLA's Administrative Secretary. She has transferred to be Fiscal Assistant to our Business Manager, Candy Tolbert. Our new temporary secretary is Cherri Story. (She's also responsible for this redesigned Technical Bulletin.)

TECH NEWS TECH NEWS TECH NEWS

ONI SCREEN PROBLEMS LIST

We've been receiving numerous questions concerning the weekly ONI Screen Problems List, and there appears to be legitimate confusion as to what this list is trying to communicate. Particularly frustrating are the situations when the record numbers on the list are searched in the NOTIS database and it's discovered that a large percentage of the records are indeed already in NOTIS. To shed light on this potentially valuable report, descriptions of two of the more "popular" messages which appear on this list follow.

Screen Sequence Error

Since a single screen OCLC record does **not** have the message "Screen 1 of 1," any record coming through ONI which does not begin with the word "screen" is presumed to be a single screen record. Likewise, any record which **does** begin with the word "screen" is presumed to be a multiple screen record, and a quality control check goes into effect to ensure that **EVERY** screen of that record is present and accounted for. If a record begins with "Screen 1 of 3," it must be followed by a "Screen 2 of 3," which must be followed by a "Screen 3 of 3." Several different circumstances can result in an error listing.

(1) **All screens of a record are not sent.** If there is a "Screen 1 of 2" and no "Screen 2 of 2," the record will not load and the OCLC number will appear on the Problem List.

(2) **One of the screens is sent more than once.** If a "Screen 1 of 2" is followed by a "Screen 2 of 2" and immediately by another "Screen 2 of 2," the record will be loaded into NOTIS and an error listing will appear on the report.

The error comes from the second "Screen 2 of 2," because there is no "Screen 1 of 2" preceding it. However, the record would load correctly from the first two of these three screens.

(3) **The word "screen" has been replaced by an OCLC message.** An OCLC system response (as in "Line 22 added" or "Line 10 replaced" or "Message not clear") will overwrite the word "screen." Unless the record is reformatted prior to being sent through ONI, there is no indication that this is a multiple screen record. The content of the screen that used to say it was "Screen 1 of 2" loads as a single screen record. However, when "Screen 2 of 2" comes along behind it, there is no point of reference to indicate which "Screen 1 of 2" it belongs with and it generates an error listing. When the record number is checked in NOTIS, an incomplete record is found.

Invalid Field Tag

This error, which prevents a record from loading, refers to a problem in validating the placement of the three-digit tags on the record. There are two known circumstances which have resulted in this error.

(1) **A line number which includes a decimal has been added to the OCLC record and the record has not been reformatted.** The line number with a decimal (i.e., 14.5) is two characters longer than a "normal" line number, so it pushes the three-digit field tag over two positions on the screen. In order for the program to read the contents of the record, the tag positions must be constant. A tag's being two characters off results in the record being thrown out. If the record is reformatted on OCLC prior to being sent through ONI, this will not be a problem.

(2) **An index screen is sent through ONI between records.** If "garbage" data such as an OCLC introductory screen is transferred through ONI between actual records, the programs will ignore it **UNLESS** it begins with a number. Unfortunately, the elements of an index screen begin with numbers and, if sent through ONI, will cause the OCLC record immediately before the index screen to be thrown out as an error.

--E. Henjum

MISCELLANY

CALENDAR

April 17-23	National Library Week
May 4-7	Florida Library Association Annual Conference (Miami Beach)
	May 4, 2:30-4:00 FCLA Meeting
May 20-26	Medical Library Association (New Orleans)
June 11-16	SLA Annual Conference (Denver)
June 26-30	American Association of Law Libraries Annual Meeting (Atlanta)
June 29-30	NOTIS Users Group Meeting (Evanston, IL)
July 9-14	ALA Annual Conference (New Orleans)
Oct. 23-27	American Society for Information Science Annual Meeting (Atlanta)
Nov. 2-5	Medical Library Association/Southern Chapter Meeting (Jacksonville)

Attachment A

SUS Database Statistics by Processing Unit

INST	PU	BIBLIO RECORDS	COPY STATEMENTS	VOL HLDG RECORDS	ITEM RECORDS	ORDER RECORDS
EXT		19970	29830	577	0	0
FAMU		234844	278492	5831	0	0
FAU		278905	295635	11369	0	0
FIU		363051	420350	14280	1677	603
FSU	FL	45173	51603	3132	161230	0
FSU	FS	902499	968985	82530	3498	101
FSU	TOTAL	947672	1020588	85662	164728	101
UCF		300557	306391	2285	208915	0
UF	HC	54932	61341	20252	52003	12360
UF	JX	8744	11239	7096	4029	856
UF	LL	56635	67573	1816	67549	12869
UF	ML	1779	2183	5	2	72
UF	PI	188	187	0	0	0
UF	TL	66	67	0	0	63
UF	UD	0	0	0	0	0
UF	UF	908032	1095969	123165	1226973	145653
UF	TOTAL	1030376	1238559	152334	1350556	171873
UNF		292028	297287	426	318723	0
USF	EC	72384	84995	3917	58294	10
USF	SD	0	0	0	0	0
USF	SF	607097	774688	38350	771510	23178
USF	SM	29290	31013	7264	29261	0
USF	TOTAL	708771	890696	49531	859065	23188
UWF	UWF	276618	296719	13715	257793	279
TOTAL	COUNTS	4452792	5074547	336010	3161457	196044

Attachment # 5

Attachment B

FLORIDA CENTER FOR LIBRARY AUTOMATION
CICS USAGE REPORT
TRANSACTION COUNTS FOR REMOTE ACCESS OPERATOR IDS

USER	TYPE	JANUARY TRNSACTS	FEBRUARY TRNSACTS
ALACHUA COUNTY SCHOOL DISTRICT	REMOTE	17048	27005
BUSINESS OR CORPORATE	REMOTE	8	41
CENTRAL FLORIDA COMMUNITY COLLEGE	REMOTE	902	756
FCLA	REMOTE	91	0
FLORIDA A&M UNIVERSITY	REMOTE, DIR	2988	2538
FLORIDA ATLANTIC UNIVERSITY	REMOTE, DIR	5306	4929
FLORIDA INTERNATIONAL UNIVERSITY	REMOTE, DIR	7744	7993
FLORIDA INTERNATIONAL UNIVERSITY	REMOTE, LOOSE	916	441
FLORIDA KEYS COMMUNITY COLLEGE	REMOTE	477	218
FLORIDA STATE UNIVERSITY	REMOTE, DIR	9578	11451
FLORIDA STATE UNIVERSITY	REMOTE, LOOSE	2697	3828
GOVERNMENTAL	REMOTE	161	113
GULF COAST COMMUNITY COLLEGE	REMOTE	319	476
HOSPITAL AND HEALTH RELATED	REMOTE	0	82
LAKE SUMPTER COMMUNITY COLLEGE	REMOTE	613	655
LAW RELATED	REMOTE	27	136
MIAMI-DADE COMMUNITY COLLEGE	REMOTE	149	26
NOVA-LAW	REMOTE	47	0
PASCO-HERNANDO COMMUNITY COLLEGE	REMOTE	508	1024
SARASOTA COUNTY SCHOOL DISTRICT	REMOTE	46	81
SEMINOLE COMMUNITY COLLEGE	REMOTE	8	0
SOUTH FLORIDA COMMUNITY COLLEGE	REMOTE	68	98
ST. JOHNS RIVER COMMUNITY COLLEGE	REMOTE	205	164
ST. PETERSBURG COMMUNITY COLLEGE	REMOTE	39	18
UNIVERSITY OF CENTRAL FLORIDA	REMOTE, DIR	10398	8256
UNIVERSITY OF CENTRAL FLORIDA	REMOTE, LOOSE	3055	2371
UNIVERSITY OF FLORIDA	REMOTE, DIR	52938	52141
UNIVERSITY OF FLORIDA	REMOTE, LOOSE	2301	2997
UNIVERSITY OF NORTH FLORIDA	REMOTE, DIR	2007	1961
UNIVERSITY OF NORTH FLORIDA	REMOTE, LOOSE	236	140
UNIVERSITY OF SOUTH FLORIDA	REMOTE, DIR	16975	21157
UNIVERSITY OF SOUTH FLORIDA	REMOTE, LOOSE	807	1310
UNIVERSITY OF WEST FLORIDA	REMOTE, DIR	1667	3862
UNIVERSITY OF WEST FLORIDA	REMOTE, LOOSE	3350	2964
VALENCIA COMMUNITY COLLEGE	REMOTE	795	355
TOTAL		144474	159587

REMOTE, DIR = directly affiliated user (operid = _aya)
REMOTE, LOOSE = loosely affiliated user (operid = _aza)

Attachment C-1

NERDC SERVICE REPORT
June 1987 - February 1988

A. Availability Summary

Month	CICS Availability for FCLA Production (in Minutes) Scheduled*	Actual	% Available	Outages (NOTIS Unavailable)		
06/87	30780	30769	100.0	06/07/87	11 min.	Late IPL+
07/87	31830	30669	96.4	07/02/87	5 min.	Late IPL
	NOTE: If production hrs adjusted for time spent installing NOTIS 4.4 on 7/3/87, total possible production minutes is 30780 and availability is 99.6%			07/05/87	32 min.	Late IPL
				07/12/87	21 min.	Late IPL
				07/16/87	23 min.	VTAM failure
				07/19/87	7 min.	Late IPL
				07/21/87	23 min.	Late IPL after chilled water outage
08/87	31650	31179	98.5	08/02/87	154 min.	Late due to an EC
				08/09/87	12 min.	Late IPL
				08/12/87	1 min.	Late IPL
				08/12/87	116 min.	Power failure
				08/17/87	26 min.	VTAM failure
				08/26/87	30 min.	ABEND ASRA in LILCA794
				08/26/87	34 min.	ABEND ASRA in LILCA794
				08/27/87	22 min.	ABEND ASRA in LILCA794
				08/29/87	40 min.	Late IPL after chilled water outage
				08/30/87	21 min.	Late IPL after chilled water outage
				08/31/87	15 min.	VTAM failure
09/87	30780	30629	99.5	09/01/87	26 min.	Late IPL
				09/03/87	29 min.	Late IPL
				09/04/87	26 min.	Storage violation by LILCA846
				09/05/87	16 min.	Storage violation by LILCA846
				09/14/87	54 min.	VTAM and JES2 failure
10/87	31800	31732	99.8	10/07/87	39 min.	VTAM failure
				10/18/87	12 min.	ABEND SOC1 in LILCA794
				10/27/87	17 min.	Late IPL after chilled water outage
11/87	30630	30603	99.9	11/22/87	27 min.	ACF2 failure
12/87	31830	31425	98.7	12/06/87	16 min.	Late IPL
				12/20/87	42 min.	JES2 failure after version change
				12/20/87	30 min.	JES2 failure
				12/20/87	109 min.	JES2 failure
				12/21/87	62 min.	JES2 failure
				12/25/87	146 min.	Chilled water and HALON system failure
01/88	31650	31550	99.7	01/12/88	26 min.	ACF2 failure
				01/13/88	54 min.	JES2 failure
				01/22/88	20 min.	Storage violation in LILCA794
02/88	29730	29672	99.8	02/08/88	46 min.	JES2 failure
				02/10/88	12 min.	Late IPL

* Varies with the number of days and the number of weekends in the month.
\+ IPL = Initial Program Load, i.e., startup

Attachment C-2

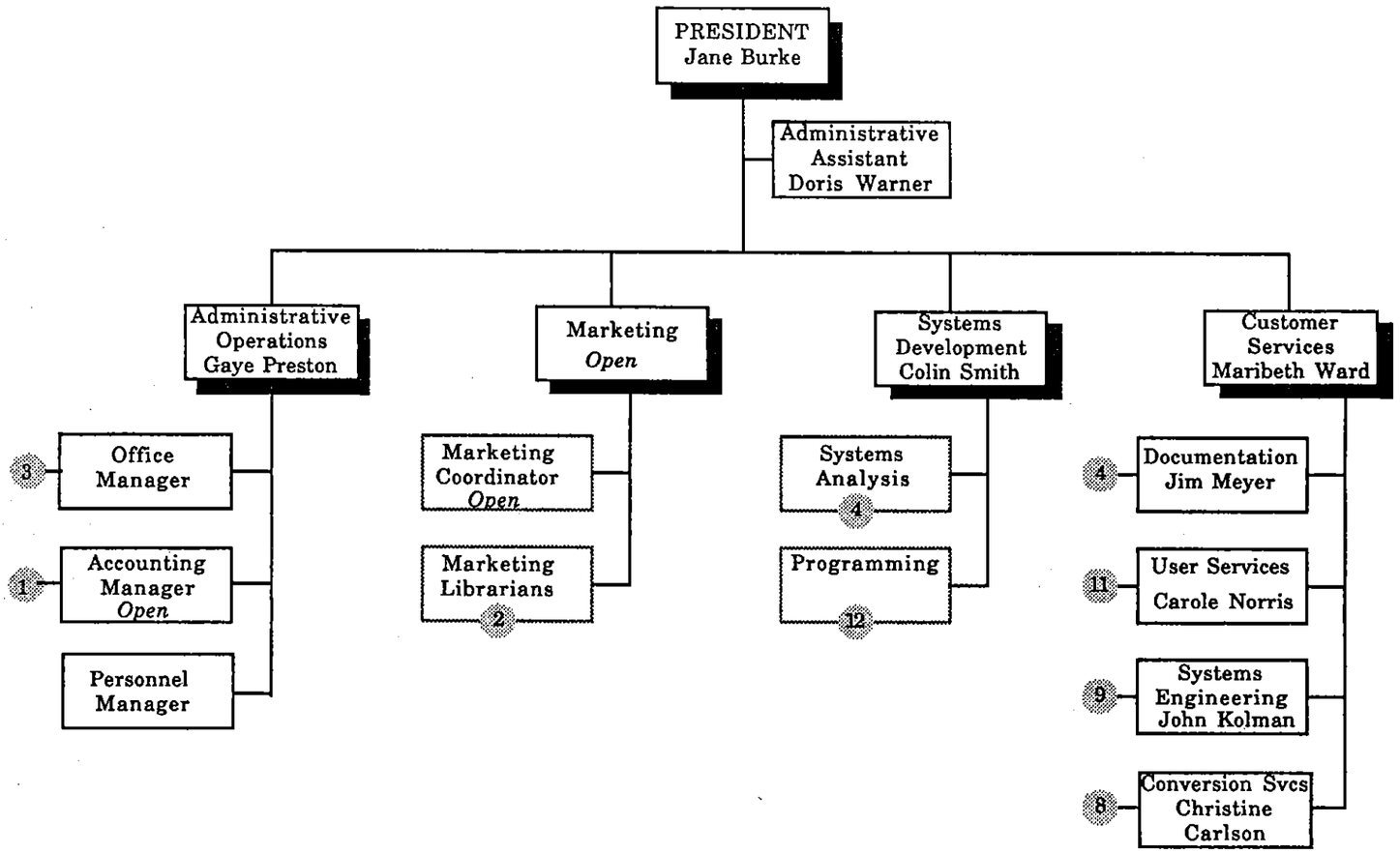
NERDC SERVICE REPORT
June 1987 - February 1988

B. Response Time Summary

Month	Total Transaction Count	Response Time (in seconds) Mean	Maximum
06/87	4,444,133	0.12	13,134.01
07/87	4,337,957	0.12	7,384.58
08/87	3,582,499	0.14	15,692.64
09/87	6,801,323	0.13	6,277.85
10/87	7,535,449	0.13	11,248.52
11/87	7,555,958	0.14	36,247.38
12/87	4,496,875	0.14	15,694.41
01/88	6,311,245	0.13	14,017.22
02/88	8,115,694	0.11	6,976.10

NOTIS Systems, Inc.

May 16, 1988



Attachment # 6

Attachment # 7

NEW FROM CONVERSION SERVICES
THE
SERIALS CHECK-IN LOADER

After checking here, checking there, checking everywhere, Conversion Services is checking in with the **Serials Check-in Loader** - also known as the LBC50 job stream.

As we all know, OCLC definitely plans to shut down its Serials Check-In Subsystem in December of this year. In order for their customers to do something with the records they had on the system (besides let them gather dust on the shelf), the Conversion Services Department of NOTIS worked closely with Mike Kreyche of Kent State to develop a program which translates those records into the holdings records we all know and love in the NOTIS system.

What this loader does is create wonderful holdings records from the LDR's created on the OCLC Serials Check-In Subsystem. Of course, the bibs aren't any improvement over the OCLC subsystem. However, we assume you have wonderful bibs coming from somewhere else and that you will use the serials overlay portion of the job stream to join the wonderful bibs and the wonderful holdings to result in all-around wonderful records!

Mike Kreyche, who was a tremendous help during the development process, has been kind enough to let us include his specs in our information about LBC50. Other libraries will find Mike's analysis of record mappings extremely helpful in putting together specs for the loader. Thank you, Mike!!

Since the Check-In system is going to go away pretty soon and EVERYONE wants to get their data out and into NOTIS right away, we anticipate a real crunch at the end of the year. Please help us and yourself by letting us know RIGHT AWAY if you are going to want to use the Check-In loader and when you are planning to come off the Subsystem. For more information, please call Chris Carlson at 312-866-0191.

NOTIS USER SERVICES GROUP
RELEASE 4.5 ORIENTATION SEMINARS

The User Services Group will offer special 4.5 implementation support and training sessions at NOTIS Systems, Inc. The group will offer these special orientation sessions from September through November 1988.

4.5 training at NOTIS will include:

Implementation Planning

* Review of new features and functions available with 4.5
* Discussion of tables changes
* Discussion of implementation issues
* Review of documentation

Hands-on Training

* Brief review of current functions, features and procedures affected by the release.
* Basic level training in the 4.5 functions and features.

Schedule

Day 1: Course Reserve; Bill & Fine

Day 2: Keyword/Boolean; VITLS; FY/ORCODS; OCLC/IBM; Block Renewal; Overlay Programs

These special support programs are designed to make your implementation of 4.5 go smoothly and efficiently. They are aimed at meeting the needs of decision-makers and trainers responsible for NOTIS. We encourage you to take advantage of these new programs.

Attendance for each class is limited to 6 trainees, so register early to ensure a space. Please use the form on the bottom of the seminar description when registering. Registration will be on a first come first served basis. No telephone registrations will be accepted.

RELEASE 4.5 ORIENTATION SEMINARS

TOPICS: Bill & Fine
Course Reserve
UITLS
Keyword/Boolean

LOCATION: NOTIS Systems
Training Facility
Evanston, IL

DURATION: 2 day course

COST: $600 until August 31
$750 if postmarked September 1 or later

WHEN: September 15 - 16, 1988
September 29 - 30, 1988
October 13 - 14, 1988
October 27 - 28, 1988
November 10 - 11, 1988

- -

RELEASE 4.5 ORIENTATION SEMINARS

Name _____ Title _____
Organization _____
Mailing Address _____
_____

Dates: 1st Choice _____
2nd Choice _____

Please copy and complete one form for each attendee. Mail with payment to Ms. Cassandra Gibson, NOTIS Systems, Inc., 1007 Church St., Evanston, IL 60201-3662. Registrations will not be accepted without payment.

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