NOTISes

Preview of Release 4.6

The newest version of NOTIS is full of the features you've asked for

Release 4.6 of the NOTIS Library Management System (LMS) is scheduled for general distribution in September 1989. It is currently undergoing testing at two beta sites—the University of Illinois at Chicago and Brigham Young University.

What's new? Lots. This issue of *NOTISes* is packed with advance information about the new release to help you plan for installation. To start with, here is a summary of what you can expect to see in the new release—new features as well as enhancements.

New features

Merged Heading Index. The Merged Heading Index (MHI) is a new NOTIS index structure that integrates authority records and bibliographic records into a single index of author, title, and subject headings. Release 4.6 makes MHI available in staff mode. MHI features include index display of cross references, expanded index record length, online updating of most indexed fields, and various "views" of

the index. A new printed report, "Conflict and Error Detection," facilitates database maintenance.

A Display/Suppress feature allows you to suppress the display of a bibliographic record from the Merged Heading Index in the OPAC-like view. (MHI in public mode, scheduled for NOTIS Release 4.7, will allow suppression of a bibliographic record from the OPAC.)

Authority Records. You can now load and update Library of Congress Subject Heading Authority File records for use in a resource file

A new command, *clar,* enables you to "claim" an authority record from a different processing unit for modification.

Enhancements

Enhanced Field Displays. Release 4.6 corrects truncated displays of lengthy fields, adds an element to the bibliographic record fixed field, and updates the tag tables.

The maximum display lengths of the 505 field in the bibliographic record and of the 665

Also in this issue . . .

Send Us Your Wish List

*LIBIs should have received the "1989 NOTIS Enhancement Survey." If not, please call Liz Feltmann at (312) 866-0180. Surveys received after August 30, 1989 cannot be included in the tabulated results. This is your opportunity to make **your** development priorities count!*

and 6/5 fields in the authority record have been increased.

Enhanced TAPE Command. The *tape* command now allows you to copy bibliographic records to tape in the NOTIS-MARC format. This will aid in the creation of tapes to be sent to vendors.

NOTIS Online Fund Accounting (NOFA). A number of enhancements have been made to invoice processing, order processing, and fund processing.

Revised NEW/DROPPED HEADINGS List. One report now includes both name and subject headings and is more informative and easier to use than previous reports.

Enhanced HAS Command. The system now updates the patron charges index online to reflect all circulation transactions as they occur. You now have the ability to move from an item record back to the patron record. In addition, you can authorize a terminal operator to display all items charged to a patron or only those items that are overdue or lost.

OPAC Enhancements. To move to the next bibliographic record, you now type "n" rather than "m." If your search yields no results, the system automatically displays the help screen that lists possible reasons why no index entries were found.

Revised System Messages. A number of system messages have been changed, primarily to clarify meaning. New messages have been added for NOFA enhancements.

For more information about NOTIS release 4.6, turn to the special supplement beginning on page 19. ■

All about MFHL

See page 10 for an in-depth look at how NOTIS will support USMARC format for holdings and locations data.

New customer service number— (312) 866-0160

NOTIS has installed a new "voice mail" automatic messaging system to make it easier for you to report a problem. Effective immediately, when you need help or information, call Customer Services at **(312) 866-0160**. A recorded voice will prompt you to enter the extension for the person you are calling. When you hear this prompt, simply press **128** on a touch-tone phone's keypad, or just stay on the line. You will be connected with a NOTIS customer service representative.

NUGM'89

Poster session, anyone?

Remember that original application you devised for NOTIS at your library? Why not share your idea with others by offering a poster session at NUGM '89 (the 1989 NOTIS Users Group Meeting, September 27–28)? These sessions are designed to give our users the opportunity to share their ideas and enhancements with one another.

If you are a member of LOEX (Library Orientation/Instruction Exchange), we invite you to collaborate with other members on a poster session about the exchange.

Contact Bill Easton at (312) 866-0159 for further information.

Things to do and see

We encourage everyone who will be in Chicago for NUGM '89 to take advantage of the wealth of entertainment events, cultural activities, and great food in the Windy City. As in all great cities, there is something here for every taste.
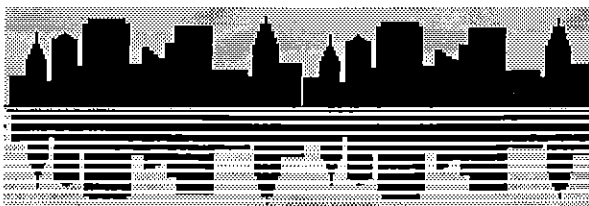
The following daytime group activities are open to you and a guest:
- a bus tour focusing on the city's history since the great Chicago fire. The tour provides a look at some of Chicago's famous buildings, including a stop at Sears Tower (still the world's tallest)
- a day at the world-famous Museum of Science and Industry, including admission to the current feature at the Omnimax theater—an "awesome" experience!

The cost of each activity is $10 per person. Lunch is additional.

Your guest is also welcome to attend this year's NUGM reception on the evening of Tuesday, September 26, from 6 to 8 p.m. The fee per guest for the reception is $12.

To register for guest activities, please contact Events, Inc. at (312) 975-3515. ■

New test file introduced

NOTIS Customer Services has announced the release of a new file for testing and training. NOTIS sites will receive this file with Release 4.6 in September. However, it is not necessary to wait for 4.6 to be installed before switching over to the new, enhanced test file—it runs fine with Release 4.5.

In cooperation with several libraries, NOTIS developed this file with several goals in mind:
- to provide improved models for table decisions and database practices
- to provide a more meaningful and uniform environment for the support of training materials and training sessions
- to provide a realistic structure on which to perform local testing of the NOTIS software

Includes authority file, table values

The file consists of approximately 2500 bibliographic records along with an authority file of name, subject, and series headings. The authority file was created by Blackwell North America to support the headings in the bibliographic file. We have purposely kept the file size small so that it can be loaded by libraries with limited disk space.

The coordination of the authority file with the bibliographic file is advantageous for both testing and training. The Merged Heading Index (MHI) can easily be tested and effectively used with this new file. In fact, the new file will be crucial to the testing and support of MHI.

We have worked extensively with the table values so that they reflect a variety of processing decisions and can serve as models for customization of local versions of the tables. The table values also support the basic training offered by NOTIS. Training examples have been coordinated with data in the test file.

Although the deadline for installation of this file in your test region is January 1990, we would like to see you take advantage of its enhanced features as soon as possible. ■

Announcements

NOTIS downtime scheduled

NOTIS will not have computer facilities available on Friday, Sept. 8. The physical relocation of our service bureau is scheduled to begin on that date. We have received assurances that full service will be restored by Monday, Sept. 11. Our ability to respond to requests for assistance requiring computer access will obviously be impaired until service is restored. We will make every effort to assist you during this period. Your cooperation and patience are appreciated. ∎

How to get invoice tape specs

Most of you know about VITLS, the NOTIS Vendor Invoice Tape Load System. VITLS provides a means for loading vendor invoice information on magnetic tape into a library's database. As these tapes are loaded, invoice records are created and fund and order/pay/receipt records are updated automatically.

If you employ a library vendor who would like to send invoice tapes to you, ask the vendor to write to NOTIS Systems and ask for the "NOTIS Invoice Tape Specifications." Send the request to the attention of Documentation Services.

Although the invoice tape load programs were originally developed to facilitate renewals of serial subscriptions handled through vendors such as EBSCO or Faxon, the invoice tape specifications are available to any library vendor. ∎

Survey for Faxon/NOTIS users

The Faxon/NOTIS User's Group has decided to survey its members in order to determine development priorities. This survey will be separate from the 1989 NOTIS Enhancement Survey. The decision to take the survey was made at the group meeting during the ALA Annual Conference in Dallas. ∎

NU BITNET crash—do you know where your messages are?

The BITNET node used by NOTIS Systems has had a variety of hardware problems, including a disk crash, over the past several weeks. Consequently, some BITNET messages addressed to us may have been lost.

NOTIS's access to BITNET is through the facilities of Northwestern University. Though most of the problems have cleared up, we still experience occasional difficulty in sending or receiving messages.

We recommend that you use other communication means if you have critically important information to send to NOTIS. Phone, FAX (312-866-0178), UPS, Federal Express, or U.S. insured mail would all be better choices for communicating vital messages or sending important documents. ∎

EBSCO offers NOTIS interfaces

The following item is reprinted with permission of the American Library Association, "EBSCO Offers NOTIS Interfaces" appearing in *Library Systems Newsletter*, May 1989; copyright © 1989 by ALA:

> All NOTIS users with subscriptions on order through EBSCO Subscription Services are now eligible for online transmission of claims. The process, developed cooperatively between EBSCO and Auburn University, has reduced the processing time for claims by about four working days. Claims created by the NOTIS Serials Module are formatted for online transmission to an IBM PC/XT at Auburn using standard telecommunications software and Tymnet. They are then sent online to EBSCO's IBM 3081 mainframe computer. Efficiency is realized by both EBSCO and the library. There is no need for the library to produce printed claims, burst multi-part forms, stuff en-

velopes, pay for postage and wait for postal delivery. There are no online charges to the library for this service, since time is saved on EBSCO's part by not having to rekey the information.

Thomas Sanders at Auburn is willing to answer any questions you might have about their cooperative agreement with EBSCO. He can be reached at (205) 844-1726.

New tag tables for Release 4.6

We are pleased to announce that Release 4.6 of the NOTIS Library Management System (see cover story) includes a new version of NOTIS table LC110DAT—also known as the "tag table." This table is the system's main source of NOTIS-MARC format data. The new version of the table includes changes necessary for the Merged Heading Index as well as revisions specified in Library of Congress publications.

To obtain a printed version of the new tag table, users should run batch job LB270 following installation of the new (4.6) version of LC110DAT.

Beginning with Release 4.6 in September, NOTIS will issue a regular update containing a list of all new tag table changes.

Previously, the NOTIS *Terminal Operator's Manual* contained a printed version of LC110DAT (Appendix II to Vol. 1, Part 3). The tag table will no longer be included in the manual. This change is one of a number of cost-control measures that will permit NOTIS to keep documentation prices at their present level for 1990.

Users may purchase a copy of the printed tag tables (on two-sided, three-hole punched paper) from NOTIS Documentation Services for $25. But most users will find it more convenient to use batch job LB270, which will incorporate any local modifications made to LC110DAT. ∎

Status report:

Our customer service commitment

Last February, we discussed the results of the 1988 Customer Services Satisfaction Survey, and told you how we planned to implement your suggestions (*NOTISes*/39, page 2). Here is a status report on our continuing efforts to provide you with the best service possible.

Response to problems

Our first priority was to improve responsiveness to your questions and problems. The Customer Services department managers set reasonable response standards in the first quarter of 1989. Using data collected during the first half of this year, they are now refining these standards.

We also implemented a new procedure for telephone support and problem resolution. Our Customer Service Representative, Cheryl Wallace, is assisting in our drive to reduce the "contact-to-completion" time by routing calls and entering problems into the online Problem Tracking System (PTS). Cheryl has

shown us how important this position is to us and to you.

Product knowledge

We promised that we would formalize an internal training program. Today, the internal training program for NOTIS staff is in place. We have been successful in recruiting good people and we want to make sure that they have all the right tools to do the best job possible.

Documentation

We continue our efforts to upgrade NOTIS documentation. Stuart Miller, Manager of Documentation Services, continues to solicit suggestions for ways to make NOTIS documentation more helpful.

Other efforts

While we are pleased with the rate of improvement, we are seeking even more ways to enhance customer service and support. We

have taken the following additional steps:

Voice Mail. (See announcement on page 2.) This has been installed to make it easier for you to report a problem.

Specialization. Building on the general knowledge gained through our internal training program, each User Services staff member will develop special expertise in specific aspects of NOTIS functionality. This specialization, combined with new procedures for training and telephone support to become effective September 5, 1989, will help us serve you better.

Training. Starting in September, your training will be conducted by a User Services Librarian specializing in the module on which you are being trained. This will replace the practice of having your Account Manager conduct all training at your site.

Telephone Support. Specialization will also be applied to problem resolution. Telephone support procedures initiated by the Technical Support department this past January have greatly improved our responsiveness to problems. Starting in September, these same procedures will be adopted by User Services. The emphasis will be on problem resolution rather than account management. Your problems will be forwarded by the Customer Service Representative to USLs and SEs assigned to telephone support. If your question/problem cannot be resolved quickly by this group, then it will be assigned to a specialist for further research.

Monthly Status Reports. Our Customer Service Representative will be providing you with regular monthly status reports of any outstanding problems.

Test/Training File. We have created a test file to be distributed with the 4.6 release of NOTIS software (see story on page 3). This file is also compatible with release 4.5 and all future releases of NOTIS software. The test file provides a consistent source of data for training, testing, and problem resolution. As new features are added to the Library Management System, we will update the file.

Troubleshooting Guide. In an effort to provide customers with a tool to aid in problem resolution, we are constantly updating the Troubleshooting Guide. Changes are published regularly in *NOTISes*.

How you can help

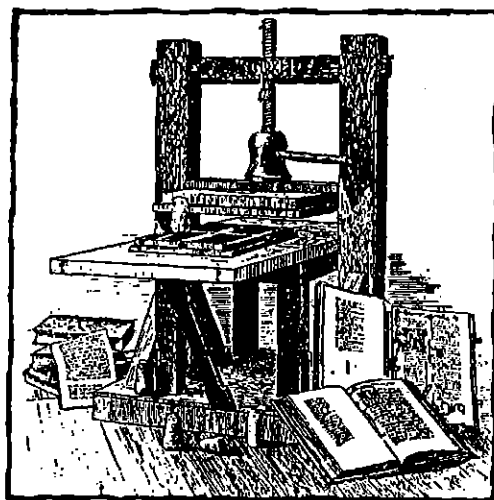We are now asking for your assistance in improving our response capabilities. We ask that you complete the NOTIS TROUBLE-SHOOTING CHECKLIST and the NOTIS PROBLEM LOG before calling for assistance. These forms are published frequently in *NOTISes* (pages 18 and 22 in this issue) and are also included in the "NOTIS Basic Support Policy." We ask that you take the time to fill in these documents so that we have the information we need to handle your problem quickly and efficiently.

When you phone, we will assign your problem a number that corresponds to the entry for that problem in PTS. At the top of the NOTIS TROU-BLESHOOTING CHECKLIST you will find a spot to record the PTS number. Please refer to this number in all future contacts.

We have implemented a new call-handling procedure in order to reduce the time it takes to solve your problem. Our Customer Service Representative takes the initial customer call and enters it into PTS. We then route the electronic PTS message to the appropriate staff person who will return your call after completing initial problem resolution steps. We will continue to modify this procedure as we learn more about your support needs.

We are committed to providing our customers with the best service possible. We ask for your guidance in attaining our goals. ∎

Circulation tips:

How NOTIS logs circulation statistics

By Jerry Specht, Chief Systems Engineer

The NOTIS Library Management System measures circulation activity at the system-wide level, and also tabulates circulation statistics for individual items. Sometimes these counts may seem to disagree with one another or with such external measures as manual counts. Although there is the possibility for error in the counts that go through the circulation journal, experience has shown that problems with NOTIS circulation statistics are often apparent rather than real, and usually stem from a lack of understanding about what is being measured.

Circulation statistics are reported in

1) the daily operations report (LB610), which displays totals for all charges and discharges that have occurred since the last run of LB010/LB610
2) the item record
   -CHARGES counter
   -BROWSES counter
   -CHARGE INFORMATION field
   -DISCHARGED field (created after an item has been charged at least once)
   -LAST USE date field
3) the KA/KB records in the circulation history file (maintained by LB650/651)

When you charge an item that has not already been charged, the system

- increments the charge counter in the Common Work Area (CWA) (this transaction appears as a charge on the daily operations report)
- creates a CHARGE INFORMATION field in the item record
- updates the LAST USE date in the item record

When you discharge an item—including an item at a service unit other than the item's home service unit ("courtesy discharge"), the system

- increments the discharge counter in the CWA (this transaction appears as a discharge on the daily operations report)
- increments the CHARGES counter in the item record
- creates a DISCHARGED field in the item record
- updates the LAST USE field in the item record
- writes a KB circulation history record to journal 6

When you charge to one patron (or pseudo-patron, such as "lost") an item that has been charged to another patron, the system:

- increments the discharge counter in the CWA
- increments the CHARGES counter in the item record
- writes a KB circulation history record to journal 6
- increments the charge counter in the CWA
- creates a new CHARGE INFORMATION field
- updates the LAST USE date

When you discharge an item that is not charged (a "browse discharge"), the system:

- increments the discharge counter in the CWA
- increments the BROWSES counter in the item record
- creates a new DISCHARGED field
- updates the LAST USE date
- writes a KA circulation history record to journal 6

When you discharge an in-transit item (an item that has already been discharged at

another service unit), the system:

- increments the discharge count in the CWA
- creates a new DISCHARGED field in the item record
- writes a KA circulation history record to journal 6

Note that this applies to browse discharges also.

Say, for example, that on May 25 you "courtesy discharge" an item that has not been charged. The item is then routed to its home service unit and discharged again on June 7. The item appears as a discharge on the daily operations report for both May 26 and June 8. The system increments the BROWSES field in the item record by one. The DISCHARGED field has a date of June 7 and the LAST USE date is May 25.

The daily operations report counts and the KA/KB circulation history records are more susceptible to error than those counts that are updated online. Some of the possible causes for error are

- failure to include DFLCA496 in the shutdown PLT
- running LB010JB6 with CICS up and journal 6 open (which can result in transactions that occurred just prior to running LB010JB6 being counted on that day's statistics and the next)
- a journal 6 that is not large enough. If CICS begins the session writing to the end of extent A, switches to B, fills up B, then switches back to A, the earliest transactions—those at the end of A—will be lost. ∎

An easy way to validate transferred records

Do you tape-load records into your NOTIS database? Are you using Generic Transfer and Overlay (GTO) to transfer bibliographic records from external sources into your database? If so, you should be aware that these records are put into the database without being validated against the "tag table"—the main source of MARC format data within the NOTIS system. This can result in invalid fields in bibliographic and authority records.

There are a couple of remedies. You can manually modify the record. Or, you can easily solve the problem by using the FORMAT ("fmt") command. With the transferred or tape-loaded record displaying on the screen, type the transaction code, the command, a hyphen, and the appropriate format code (b=books, s=serials, etc.). Insert spaces as appropriate. For example—

    ltts fmt - b

This command causes the system to validate all fields in the record against the NOTIS-MARC tag tables. Invalid fixed field values, tags, indicators, and subfield delimiters will cause an online error message to appear.

We would like to thank Jane Aitkens of McGill University for this valuable suggestion. ∎

Quote of the Month

66

The man who does not read good books has no advantage over the man who can't read them.

99

—Mark Twain

What's in a name?

Thanks to all who have heeded our call for names given to NOTIS online public catalogs. This month we have four additions.

From **McMaster University**, we have **MORRIS**—McMaster Online Resource Retrieval Information System. **The City University of New York** has chosen **CUNY+** ("CUNY plus"). The winning contest entry at **Michigan Technological University** was **FOCUS** (Fast Online Catalog User's System). **York University's** OPAC is called **YORKLINE**.

Correction: The **University of Pennsylvania's** OPAC is named **PennLIN**. It seems we had it right once, but then we "corrected" it and made it wrong. So we've corrected our correction. Thanks to Jane Bryan, head of Penn's reference department, for setting us straight (we hope).

OPAC NAMES

ACORN	Vanderbilt University
BEACON	Grand Valley State University
BISON	SUNY-Buffalo
BYLINE	Brigham Young University
CATALYST	Kent State University
CHESTER	West Chester University
CLIO	Columbia University
CUNY+	City University of New York
DELCAT	University of Delaware
ELIXIR	SUNY–Binghamton
FOCUS	Michigan Technological University
JANUS	Johns Hopkins University
LOLA	Louisiana State University
LUIS*	University of Texas-El Paso
LUMINA	University of Minnesota
LUNA	N.A.S.A.
MINERVA	University of Louisville
MIRLYN	University of Michigan
MORRIS	McMaster University
MUSE	McGill University
OASIS	University of Iowa
ORBIS	National Geographic, Yale University
PennLIN	University of Pennsylvania
PITTCAT	University of Pittsburgh
QLINE	Queen's University
ROCky	Iona College
STARS	SUNY–Stony Brook
TOPCAT	Western Kentucky University
UNICAT	Burroughs Wellcome Company
UNIS	University of Utah
UNLOC	University of Notre Dame
VIRGO	University of Virginia
YORKLINE	York University

*Pronounced loo-EECE

Who's implementing what?

NOTIS users are usually happy to help others. The information provided here, which supplements the information in the *NOTIS User Directory*, may be of assistance to NOTIS users who wish to contact other sites in order to exchange information.

Please consider giving information about your library's implementation schedule to your NOTIS User Services Librarian.

Columbia University:
June 1989	OPAC (4.5)
August 1989	Cataloging
January 1990	Circulation (main library)
1990–1991	Circulation & reserves

Eastern Michigan University:
July 1989	Acquisitions
July 1989	Serials
December 1989	Circulation

SUNY-Binghamton:
June 1989	Course Reserve
January 1990	Acquisitions

University of Louisville:
August 1989	Circulation

University of Pennsylvania:
July 1989	Circulation

University of South Alabama:
November 1989	Circulation

University of Virginia:
September 1989	Circulation
June 1990	Acquisitions
June 1990	Serials

University of Wisconsin—Madison:
Summer, 1989	Circulation

Virginia Commonwealth:
June 1989	Acquisitions
August 1989	Circulation
January 1990	Online Public Catalog

Western Kentucky University:
Summer 1989	Online Public Catalog
January 1990	Convert Bibliographic File
July 1990	Circulation

Yale University:
March 1989	Online Public Catalog
March 1989	Keyword/Boolean
July 1989	Acquisitions
November 1989	Serials
January 1990	Cataloging
January 1990	GTO-RLIN
July 1990	Circulation

All about MFHL

How NOTIS will implement MARC format for holdings and locations data

NOTIS begins support of the USMARC Format for Holdings and Locations (MFHL) with Release 4.7, scheduled for distribution in the spring of 1990. The MFHL portion of that release will include the following:

- NOTIS-MARC MFHL format in the NOTIS tag table
- two conversion options to transfer holdings data from volume holdings records to MARC holdings (MHLD) records
- online staff-mode display, create, and update capabilities with appropriate security
- uninterrupted display of holdings in OPAC
- improved displays in copy holdings records to show MHLD record linkage

Sections below outline basic information about the MFHL features, based on a presentation made at the June 27, 1989 meeting of the NOTIS Serials Interest Group in Dallas, Texas at the American Library Association Annual Conference.

Since NOTIS is still developing these features, changes may occur between now and the release date. We will attempt to give you as much advance notice of changes as we can. Watch future issues of NOTISes for announcements.

NOTIS-MARC MFHL

We recommend that all NOTIS users obtain copies of the *USMARC Format for Holdings and Locations* (1984) and *Update No. 1* (1987) available from the Cataloging Distribution Service of the Library of Congress ($10.00 each). A new edition, entitled *USMARC Format for Holdings Data: Including Guidelines for Content Designation,* is now in preparation and scheduled for publication later this year. Watch for announcements in the library press.

NOTIS has adapted USMARC format for use with the NOTIS software. Certain elements have been dropped since they appear elsewhere in the NOTIS record structure. For example, USMARC uses variable field 010 for the Library of Congress (LC) control number. The NOTIS MHLD record will not include this tag since the 010 field appears in the linked bibliographic record. However, none of these omissions affects the integrity of the record.

Of particular importance for Release 4.7 are the following fields, used for the volume holdings to MHLD record conversion process.

852	l1	Shelving form of the title
866	la	Holdings data for the title
867	la	Holdings data for accompanying material
868	la	Holdings data for indexes
899	la	Holdings data (NOTIS-defined)

In all but the 899 field, the above fields use subfield lx for a nonpublic note (a note that does not display in the online public catalog), and subfield lz for a public note (one that will display in OPAC).

The system will validate MFHL fixed field values, field tags, indicators, and subfield delimiters against LC110DAT as it does for MARC bibliographic and authority records. (You will use NOTIS batch program LB270 to print out the MFHL tag chart along with the other MARC format tag charts.)

Converting from volume holdings to MFHL records

You may convert your records one processing unit at a time, or you may convert all records at once. It will be possible to support both MFHL records and volume holdings records at the same time. However, all sites must eventually convert all volume holdings records to MFHL records since support for the former will be withdrawn.

NOTIS has selected the 866/867/868 and 899 fields to receive the holdings data that now resides in the A60 fields of your volume holdings records.

Release 4.7 will provide two conversion options, each with several choices. Summaries of program logic for the two options accompany this article.

Option B is the obvious choice for those who have entered labels in A60 fields to identify supplements and indexes. In most other respects, the two options are similar.

In MFHL format, the 866/867/868 fields are defined for alternative display of holdings data for titles, supplements, and indexes and the NOTIS-defined 899 field has a single subfield la for holdings data. These fields were selected over the 863/864/865 (also used for holdings data) since the latter are intended to be used with "paired" fields (853/854/855) in which you define the publication pattern corresponding to the holdings. (Most NOTIS users have not entered publication pattern information in their volume holdings records.) In addition, the 863/864/865 fields have approximately twenty subfields each, whereas the 866/867/868 have only four subfields each and are more suited to receive the typically minimal holdings data that appear in a NOTIS volume holdings record. Because the 899 field has only one subfield, it is also suitable to receive minimal holdings data.

You may immediately begin to "upgrade"' your MHLD records by creating online (or possibly buying from a vendor and tape loading) the "paired" fields, but you cannot delete the 866/867/868 or 899 fields. In this initial release of MHFL, NOTIS will use only the 866/867/868 or the 899 fields for displaying holdings data in OPAC and those fields will be the only ones initially used for future import/export programs developed by NOTIS to communicate holdings.

"Shelved as" titles

The conversion programs handle "shelved as" titles in the following manner. When the conversion program encounters the character string SHELVED AS, the title that follows will be placed in the MHLD record in an 852 field, subfield l1. If, in the next A60 field, the program encounters an asterisk (*) or blanks before a subfield la, the following character

---

SUMMARY OF PROGRAM LOGIC—OPTION A CONVERSION PROGRAM

1. The installation will choose an Encoding Level value of either '1', '2', '3', '4', '5', 'm', or 'z'.

2. The installation will chose an 852 Indicator 2 (Number/ Location Relationship) value of either blank, '0', '1', or '2'. The 852 Indicator 1 is undefined.

3. The installation will choose whether holdings data in VHLD Field A60 Subfield la are moved either to a corresponding MHLD Field 899 Subfield la or to a corresponding MHLD Field 866 (with a Subfield 6 value of 0) Subfield la.

4. If 866 is chosen, the installation will choose an Indicator

1 (Level of Specificity) value of either blank, '3', '4', or '5', and an Indicator 2 (Type of Notation) value of either '0' or '1'. If 899 is chosen, both indicators will be blank since they are undefined.

5. For each VHLD A60:

    If the first subfield la begins with the character string 'SHELVED AS'

    then delete the string 'SHELVED AS:' and any blanks immediately following and move the remaining characters in subfield la to 852 new subfield l1

    else if the first subfield la is blank

    then move the characters in

the second subfield la to 852 new subfield lx

else if the 866 option is chosen

then if the character string ';ID=N' exists

then move the characters in subfield la preceding the string to 866 subfield la and delete the semicolon and move the remaining characters to 866 subfield lx

else move the characters in subfield la to 866 subfield la

else move the characters in subfield la to 899 subfield la.

SUMMARY OF PROGRAM LOGIC—OPTION B CONVERSION PROGRAM

1. The installation will choose an Encoding Level value of either '1', '2', '3', '4', '5', 'm', or 'z'.

2. The installation will chose an 852 Indicator 2 (Number/Location Relationship) value of either blank, '0', '1', or '2'. The 852 Indicator 1 is undefined.

3. The installation will choose an 866/7/8 Indicator 1 (Level of Specificity) value of either blank, '3', '4', or '5', and an 866/7/8 Indicator 2 (Type of Notation) value of either '0' or '1'.

4. The 852, 866, 867, 868 fields will appear in the record in numerical order with the correct repeat numbers assigned. Only one 852 will be created for each MHLD record.

5. For each VHLD A60:

   If the first subfield |a begins with the character string 'INDEXES'

   then delete the string 'INDEXES' and any blanks immediately following and

move the remaining characters in subfield |a to new 868 (Subfield 6 0) new subfield |a

else if the first subfield |a begins with the character string 'SUPPLEMENTS'

then delete the string 'SUPPLEMENTS' and any blanks immediately following and move the remaining characters in subfield |a to new 867 (Subfield 6 0 new subfield |a

else if the first subfield |a begins with the character string 'SHELVED AS:'

then delete the string 'SHELVED AS:' and any blanks immediately following and move the remaining characters in subfield |a to 852 new subfield |l

else if the first subfield |a begins with the characters string '**'

then delete the string '**'and any blanks immediately following and move the remaining characters in subfield |a to 852 new subfield |z

else if the first subfield |a is blank

then move the characters in the second subfield |a to 852 new subfield |x.

else check the first subfield |a for a single asterisk followed by a blank or a character other than asterisk

if there is no asterisk

then move the character string to 866 subfield |a

else if there is an asterisk and the asterisk begins subfield |a or is preceded by only blanks

then if there is a preceding subfield 866

then delete the asterisk and any blanks immediately following and move the remaining characters in subfield |a to new subfield |z of the immediately preceding 866

else delete the asterisk and move the remaining characters in subfield |a to 852 new subfield |z

string is moved to an 866 field, subfield |z if there is a preceding 866 field in the MHLD record. If there is not, the character string goes to field 852 subfield |z (displayed note) or, if the first subfield |a was blank, to field 852 subfield |x (undisplayed note). This should permit "shelved as" titles spanning more than one A60 field to be placed in the 852 field and have the whole title display in the OPAC.

Those who are inserting blanks or an asterisk before continuations of "shelved as" titles in the initial and successive A60 fields of a volume holdings record should encounter few problems in converting to the MHLD record.

NOTIS will carefully test for this contingency and make sure that the above is an acceptable solution for "shelved as" title continuations.

VHLD RECORD

```
                                                        ADB5250
                                        NOTIS VOLUME HOLDINGS   S020
 XP SERL LC_      74646255     85000456     86000567    85000234   ISSN 0091-0627
 S/STAT c FREQ q S/T p
Journal of abnormal child psychology. Vol. 1 (Jan./Mar. 1973)-    . _ New York
: Plenum Press, 1973- Plenum Pub. Corp., 227 W. 17th St., New York, NY 10011
 =>001 2U CN |a hsl |b serial |d 01/23/85
VH 001 |a v.1-10, 1973-1977 (includes index)                       |d 12/20/77
VH 002 |a v.12-20, 1979-1987                                       |d 12/15/87
VH 003                                                             |d
VH 004                                                             |d
VH 005                                                             |d
VH 006                                                             |d
VH 007                                                             |d
VH 008                                                             |d
VH 009                                                             |d
VH 010                                                             |d
VH 011                                                             |d
```

CONVERTED MHLD RECORD: 899 Option

```
LTXP DONE                                        ADB5250-001
                                        NOTIS MARC HOLDINGS    L8AE
XP SERL LC    74646255     85000456     86000567    85000234   ISSN 0091-0627
S/STAT c FREQ q S/T p
Journal of abnormal child psychology. Vol. 1 (Jan./Mar. 1973)-   . _ New York
: Plenum Press, 1973- Plenum Pub. Corp., 227 W. 17th St., New York, NY 10011
=>001 STATUS: 2U LOCN: MEDICAL                                    COPY:
CALL: |b serial                                          ITEMS: 19
DT 12/05/88 R/DT none          STAT n R/T y E/LEV z
R/STAT ? MTHD ? DT/CAN ???? G/RTN ? S/RTN ??? CMPLT ? LEND ? REPOL ? LAN eng

    899/1:    : |a v.1-10, 1973-1977 (includes index)
    899/2:    : |a v.12-20, 1979-1987
```

CONVERTED MHLD RECORD: 866 Option

```
LTXP DONE                                        ADB5250-001

XP SERL LC    74646255    85000456     86000567    85000234    ISSN  0091-0627
S/STAT  c  FREQ q  S/T p
Journal of abnormal child psychology. Vol. 1 (Jan./Mar. 1973)-    . --New York
   : Plenum Press, 1973- Plenum Pub. Corp., 227 W. 17th St., New York, NY 10011
=>001   STATUS:  2U   LOCN: MEDICAL                              COPY:
CALL:         |b serial                                  ITEMS: 19
DT 12/05/88     R/DT none            STAT  n    R/T y   E/LEV  z
R/STAT  ?  MTHD  ?DT/CAN ????G/RTN  ?  S/RTN ???CMPLT  ? LEND  ? REPOL ? LAN e

866/1:  0:    |6 0 |a v.1-10, 1973-1977 (includes index)
866/2:  0:    |6 0 |a v.12-20, 1979-1987
```

OPAC display of holdings data

Regardless of the options you select for your conversion, the transition from volume holdings to MHLD records will be transparent to your OPAC users (provided you have been consistent and careful in your entry of holdings data). The three screen samples on the preceding page show a sequence of holdings data "before" and "after" the conversion using Option A. The following screen sample is the OPAC display.

If the record has an 899 field, the holdings data from that field will display in OPAC. If the 899 field contains the character strings ";ID=n" or ";id=n" (the NOTIS trigger for item record creation), the characters will be suppressed from the OPAC display. All other data in the 899 field will display exactly as it appears in the record.

If the record does not have an 899 field, the holdings data will display from the 866/867/868 fields exactly as it appears in the record.

Display constants (e.g., "SHELVED AS," etc.) will be used in the OPAC displays; the field tag/subfield will prompt the display programs to use the appropriate label. You will no longer need to key in these constants as you now do in the volume holdings record.

```
                            OPAC DISPLAY

LUIS SEARCH REQUEST:  T=JOURNAL OF ABN
BIBLIOGRAPHIC RECORD      NO. 1 OF 1 ENTRIES FOUND  (CONTINUED)

      Journal of abnormal child psychology ...   1973-   (CONTINUED)
        SUBJECT HEADINGS (Medical; use sm= ):
            Child Psychology--periodicals.
            Adolescent Psychiatry--periodicals.
            Adolescent Psychology--periodicals.

LOCATION: MEDICAL
    CALL NUMBER:      serial
LIBRARY HAS:
    v.1-10, 1973-1977 (includes index)
    v.12-20, 1979-1987
CIRCULATION INFORMATION NOT AVAILABLE IN LUIS.
```

Online maintenance

Once NOTIS users have installed Release 4.7, operators with appropriate security will be able to display, create, and edit MHLD records in staff mode. If you decide to convert processing unit by processing unit, you will still be able to display, create, and edit volume holdings records at the same time. Once you have completely converted to MFHL, all functionality associated with volume holdings records will no longer be available.

The range of online commands for the new MHLD record is shown in the accompanying list, "MFHL Commands."

For some records, you may decide to add fields and data to create more complete records. Below is a display of a fairly detailed MHLD record. Notice that the 899 field has

```
                    MHLD RECORD: 899 Option
                    Structured Data Included

LTXP DONE ACU4971                          ACU4971-001
                                    NOTIS MARC HOLDINGS    L8AE
     XP SERL  S/STAT c FREQ d S/T n
The daily northwestern. Vol. 31 (1910/11)-    Evanston, IL : Student Publishing
Company.
=>001   STATUS: 2T  LOCN: DEERING university archives COPY:
CALL: |b 31/00/140 |v v.                    ITEMS: 76
DT 12/05/88 R/DT none    STAT n R/T y E/LEV z
R/STAT 4 MTHD f DT/CANG/RTN 8 S/RTN         CMPLT 1 LEND b REPOL b LAN eng

852/1: 1:   |d Kevin Leonard e| Room 3 |e University Library
853/1:30: |6 1 |a v. |b no, |v r |i yr. |j (day) |w d |x 0922 |y odsa,su
854/1:30: |6 1 |a (year) |o Annual yearbook |w a
855/1: :  |6 1 |a (year)
863/1:40: |6 1.1 |a 31-109 |q ink spots |r diethyl zinc
864/1:40: |6 1.1 |a 1910/11-1987/88 |o Annual yearbook |r diethyl zinc
865/1:40: |6 1.1 |a 1910/11-1934/35 |o Twenty-five year index |r diethyl zinc
899/1:   |a v.31-109(1910/11-1987/88)
```

been retained (even though the holdings data also appears in the 863 field) since, in this initial release, only the holdings data in the 899 field (or 866/867/868 fields) displays in OPAC.

MHLD COMMANDS

Command	Function	Environment
chld chld 1	create record linked to CCN 001	from copy holdings screen
chld 2 chld 3 chld n	create record linked to other CCNs	from copy holdings screen
dhld dhld 1	display record linked to CCN 001	from copy holdings screen
dhld 2 dhld 3 dhld n	display record linked to CCN 001	from copy holdings screen
dhld BIB KEY/CCN,PU	display record regardless of processing unit	from clear screen (same functionality as the current vhld command now allows. The use of the processing unit code is optional.)
more	same as bib	from MHLD screen
back	same as bib	from MHLD screen
same	same as bib	from MHLD screen
done	same as bib	from MHLD screen
keep keep 1	identify CCN 001 to which a MHLD record is to be derived	from copy holdings screen
keep 2 keep 3	identify CCN to which a MHLD record is to be derived	from copy holdings screen
deri	to indicate that the MFHL data being displayed is to be copied to a new MHLD record linked to the CCN to which the keep command has just been issued	from MHLD screen

NOTE: the purpose of the KEEP and DERI commands are to enable the user to derive records either (a) from within the same copy holdings record or (b) from different copy holdings records regardless of processing unit or institution group.

Security for MHLD records

RECORD=MHLD in the NOTIS security table will control the new record. Codes will use SCTY values from the location table to control use of the record by processing unit. Six fields will be created to control access to individual groups of fields in a MHLD record as shown in the following illustration.

Field security has been based on typical work assignments where various departments may contribute to holdings information. The STAT field has its own security since the values can freeze the record (e.g., for ceased titles) or code for deletion and suppress the OPAC display.

```
LTXP DONE ACU4971                        ACU4971-001
                                 NOTIS MARC HOLDINGS    L8AE

      XP SERL  S/STAT c FREQ d S/T n
The daily northwestern. Vol. 31 (1910/11)-    Evanston, IL : Student Publishing
Company.
=>001  STATUS: 2T  LOCN: DEERING university archives  COPY:
CALL: |b 31/00/140 |v v.                      ITEMS: 76

HOLDINGS RECORD
DT 12/05/88 R/DT DONE       STAT n R/T y E/LEV z

R/STAT 4 MTHD f DT/CAN         G/RTN 8 S/RTN     CMPLT 1 LEND b REPOL b LAN eng

852/1: 1:   |d Kevin Leonard

853/1:30:  |6 1 |a v. |b no. |v r |i yr. |j (day) |w d |x 0922 |y odsa,su
854/1:30:  |6 1 |a (year) |o Annual yearbook |w a
855/1: :   |6 1 |a (year)

863/1:40:  |6 1.1 |a 31-109 |q ink spots |r diethyl zinc
864/1:40:  |6 1.1 |a 1910/11-1987/88 |o Annual yearbook |r diethyl zinc
865/1:40:  |6 1.1 |a 1910/11-1934/35 |o Twenty-five year index |r diethyl zinc

899/1:   |a v.31-109(1910/11-1987/88)
```

Changes to the copy holdings record

Creation of a MHLD record will automatically cause the "MHLD" line to display in a copy holdings record as shown below.
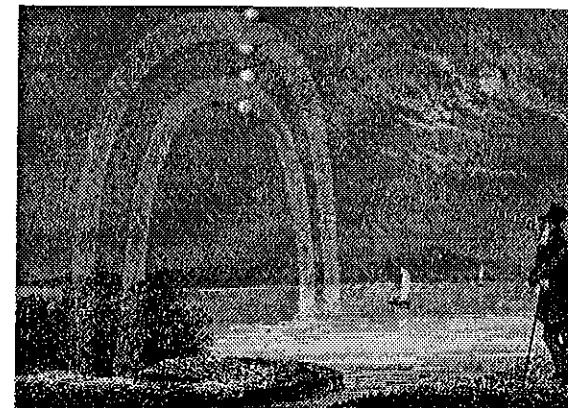
The |v subfield of the location/call-number field will no longer be used. Only one MHLD record may be created per copy statement and the system will prevent creation of a MHLD record for a copy statement that already has a linked holdings record. ∎

COPY HOLDINGS RECORD WITH LINKED MHLD RECORD

```
LTXP DONE                              ADB5250
                      NOTIS COPY HOLDINGS       S020
XP SERL LC    74646255  85000456  86000567  85000234  ISSN 0091-0627
S/STAT c FREQ q S/T p
 Journal of abnormal child psychology. Vol. 1 (Jan./Mar. 1973)- . _ New York
: Plenum Press, 1973- Plenum Pub. Corp., 227 W. 17th St., New York, NY 10011
STATUS h DT 02/15/85 AD none
NOTES |a c:AJO
001 2U CN |a hsl |b serial                          |d 01/23/85
   NOTES |a req=C. Kramer for M. O'Neal
   MHLD
   AN-001-001
002 2U CN |a main                                   |d 10/16/87
   NOTES |a um=current issues located on  floor
   BN-002-001
003 2A CN                                           |d 12/04/88
   NOTES
004 2A CN                                           |d 12/04/88
   NOTES
005 2A CN                                           |d 12/04/88
   NOTES
006 2A CN                                           |d 12/04/88
```


For more information about MFHL

Presentations on MFHL are scheduled for the NOTIS Users' Group Meeting (NUGM) on September 27–28 in Chicago. If you have not already registered for NUGM, see your LIB1 for information.

In addition, NOTIS is holding a serials control workshop in Chicago prior to the 1990 American Library Association Annual Conference. See our May issue (number 42), page 31, for a registration form.

documentation alerts

PROBLEM
When filing updated pages of NOTIS documentation, you find that text has been deleted from the revised pages.

SOLUTION
Our new laser printer has a larger typeface than our old printer had. Older manuals not originally produced on this printer have more words per page. As a result, when pages printed on the old printer are replaced with those printed on the new printer, text is sometimes inadvertantly deleted. When updating a manual, please check both the old pages and the replacement pages to ensure that no text has been lost.

We will be happy to replace pages as needed to fill any gaps in your documentation. Please contact Sandra Yuen at (312) 866-0150, ext. 689. ∎

NOTIS TROUBLESHOOTING CHECKLIST

I N V E S T I G A T E

✔ Have you checked the Troubleshooting Guide in Appendix E of the Installation and Operations Manual? This will list solutions to previously reported problems. If the problem is listed there, but the solution doesn't help you, note the problem number.

☐ Problem No: _____

✔ Have you checked the other NOTIS manuals to verify that you are using the correct procedure and that the system is indeed working incorrectly? If this does not resolve your problem, then note the manuals and pages to which you referred.

☐ TOM, VOL & PAGES _____

☐ I&O, PAGES _____

☐ IMP, PAGES _____

☐ PRM, VOL & PAGES _____

T E S T

✔ Have you checked to see if the problem occurs in both your test and production files? If it doesn't, what might be different that would explain why?

✔ Have you tried to isolate the problem? For example, does a location problem involve one, a group, or all locations?

✔ Have you made any changes to the system which might be related to your problem? If so, can you remove or isolate those to see if the problem still exists?

C O M M U N I C A T E

✔ Have you assembled all the information collected above in preparation for contacting NOTIS?

✔ Have you identified whether this is a library or system problem?

Special Supplement
Release 4.6: A user's overview

We plan to issue NOTIS Release 4.6 of the Library Management Software in September 1989. It is currently installed and in test at two beta sites—the University of Illinois at Chicago and Brigham Young University.

New and revised chapters of user documentation related to release 4.6 will be included in User Documentation Update No. 19 (September 15, 1989). Technical documentation to support the release will be included in Technical Documentation Update No. 12 (October 15, 1989) scheduled for early mailing in late September.

In addition to enhancements and fixes to a number of existing features, Release 4.6 includes the new Merged Heading Index (MHI) in staff mode.

The following overview of 4.6 features should help you plan for installation. This is a tentative list and provides only highlights. Details will be provided in the documentation. Changes to the NOTIS tables are identified as applicable. All table revisions will be documented in the NOTIS *Library Implementation Manual* and included in User Documentation Update No. 19.

MERGED HEADING INDEX IN STAFF MODE
Changes from NOTIS 4.5: None—new feature.

The Merged Heading Index is a new NOTIS index structure that integrates authority records and bibliographic records into a single index of author, title, and subject headings. MHI features include index display of cross references, expanded index record length, online updating of most indexed fields, and various "views" of the index. A new printed report, "Conflict and Error Detection" facilitates database maintenance.

A Display/Suppress feature allows you to suppress the display of a bibliographic record from the Merged Heading Index in the OPAC-like view. (MHI in public mode, scheduled for NOTIS Release 4.7, will allow suppression of a bibliographic record from the OPAC.)

You must continue to use the old author/title and subject indexes for OPAC in parallel with MHI. For that reason, the documentation for this feature will add new chapters to the manuals. You should not discard any documentation on the existing index structure until your are prepared to use MHI in both public and staff mode.

Table Changes: NOTIS Table LC101TB1 (define Merged Heading Index)

User Documentation: NOTIS *Terminal Operator's Manual*, Vol. 1: Technical Services, Part 1, chapters D3A, D3B, and G8.

New MHI Modules:

LB240BAL	LB280BAL
LB295BAL	LB300BAL
LB310BAL	LB312BAL
LB350BAL	LB352BAL
LB360BAL	LB365BAL
LB391BAL	LB392BAL
LB395BAL	LB980BAL
LC300INC	LC310BAL
LC311BAL	LC312BAL
LC313BAL	LC319BAL
LC360BAL	LC360INC
LC360TBL	LC365BAL
LC365INC	LC395BAL
LC425MSG	

Modified Modules:

LC320BAL	LC322BAL
LC333BAL	LC334BAL
LC335BAL	LC336BAL
LC337BAL	LC400BAL
LC400SDC	LC404BAL
LC405BAL	LC810BAL
LC810DSC	LC810MSG
LC810TWA	LC810TXE
LC812BAL	LC814BAL
LC814TBL	LC815BAL
LC816BAL	LC817BAL
LC820BAL	LC830BAL
LC830DSC	LC830MSG
LC830TWA	LC830TXE
LC830BAL	LC870BAL

New Batch Jobs for MHI:

LB240	LB300
LB350	LB360
LB365	LB391

FIELD DISPLAYS
Changes from NOTIS 4.5: Corrects truncated displays of lengthy fields; adds an element to the bibliographic record fixed field; updates the tag tables.

The maximum display length of the 505 field in the bibliographic record and the 665 fields in the authority record has been increased.

User Documentation: NOTIS *Terminal Operator's Manual*, Vol. 1: Technical Services, Part 3, Appendix II.

TAPE COMMAND
Changes from NOTIS 4.5: Activates a previously non-operable function

The tape command facilitates sending records to vendors by allowing you to copy bibliographic records to tape in the NOTIS-MARC format.

Table Changes: NOTIS Table LC104Txx (security authorization)

User Documentation: NOTIS *Terminal Operator's Manual*, Vol. 1: Technical Services, Part 1, chapter E20.

AUTHORITY RECORD LOADER

Changes from NOTIS 4.5:
None—New Feature

You can now load and update Library of Congress Subject Heading Authority File records for use as a resource file

A new command, CLAR, enables you to "claim" an authority record from a particular processing unit for modification.

Table Changes: NOTIS Table LC104Txx (security authorization)

User Documentation: NOTIS *Terminal Operator's Manual,* Vol. 1: Technical Services, Part 1, chapters G11 and G11A.

New Jobs:
LB240, LB350, LB365

REVISED NEW/DROPPED HEADINGS LIST

Changes from NOTIS 4.5:
One report now includes both name and subject headings and is more informative and easier to use than previous reports.

You may continue to use the 4.5 batch programs for the new/dropped name and subject heading lists for the author/title and subject indexes.

User Documentation: NOTIS *Terminal Operator's Manual,* Vol. 1: Technical Services, Part 1, chapter E17B

New Job: LB391

HAS COMMAND

Changes from NOTIS 4.5:
Enhanced functionality

The system now updates the "patron charges index" online to reflect all circulation transactions as they occur. You now have the ability to move from an item record back to the patron record. In addition, you can authorize a terminal operator to display all items charged to a patron or only those items that are overdue or lost.

Table changes: NOTIS Table LC104Tyy (security authorization)

NOTIS Table LC101TB1 (define patron charges index)

User Documentation: NOTIS

Terminal Operator's Manual, Vol. 2: Circulation, Part 1, revised chapter H6.

New and Modified Modules:

LC101BAL	LC101TBL
LC104BAL	LC104TXX
LC319BAL	LC404BAL
LC405DSC	LC405TBL
LC611BAL	LC620BAL
LC620TWA	LC630BAL
LC660BAL	LC660DSC
LC660MSG	LC660TWA
LC660TXE	LC661BAL
LC662BAL	LC663BAL
LC664BAL	LC665BAL
LC665DSC	LD005BAL
LD005INC	LD006BAL

ONLINE PUBLIC CATALOG

Changes from NOTIS 4.5:
Minor enhancements

To move to the next bibliographic record, type "n" rather than "m." If your search yields no results, the system automatically displays the help screen that lists possible reasons for no index entries found.

Because of the reformatting of journal 5, a new set of programs will be required to produce patron usage statistics for OPAC. Batch job LB700JOB will be replaced by batch jobs LB710JOB, LB720JOB, and LB730JOB.

User Documentation: NOTIS *Terminal Operator's Manual,* Vol. 3: Online Public Catalog, Part 1. Revisions to text and examples throughout the manual will be revised to reflect these changes. Example corrections will be delayed until November 1989.

Modified Module: LC798BAL

SYSTEM MESSAGES

Changes from NOTIS 4.5:
Revised messages for technical services operations

A number of system messages have been changed, primarily to clarify meaning. New messages have been added for NOFA enhancements.

User Documentation: NOTIS *Terminal Operator's Manual,* Vol. 1: Technical Services, Part 3,

Appendix III.

NOTIS ONLINE FUND ACCOUNTING (NOFA)

Changes from NOTIS 4.5: See the following summary of NOFA fixes and enhancements.

User Documentation: NOTIS *Terminal Operator's Manual,* Vol. 1: Technical Services, Part 2, revisions to chapters H1A, H2, and H4B.

New and Modified Modules:

LB023BAL	LB430BAL
LB435BAL	LB440BAL
LB450BAL	LB455BAL
LB470BAL	LB475BAL
LC104BAL	LC200BAL
LC840BAL	LC840TXE
LC842BAL	LC843BAL
LC844BAL	LC846BAL
LC854BAL	LC900BAL
LC900TXE	LC902BAL
LC930BAL	LC930TXE
LC932BAL	LC934BAL
LC935BAL	LC936BAL
LD401BAL	

Summary of NOFA Fixes and Enhancements

Invoice Processing
• Excess invoice statements at the end of an invoice record have been eliminated (statements beginning with ===)
• Pay statements are re-sequenced so blank statements always appear at the end of the record
• Vendor name and address can be updated
• Vendor name and first line of address required when vendor code "d" is entered
• When invoice is updated or approved, a check is made against the vendor fields for changes to vendor name/address. If discrepancies are discovered, the invoice record is updated to reflect the vendor file record
• Modification to the following fields allowed with appropriate security: vendor code, vendor invoice number, vendor invoice date
• Number of pay statements

displayed on screen increased from five to nine on subsequent screens of the invoice record
• When invalid characters entered in the amount fields, error message will indicate a problem
• Fixed default decimal places for amount fields, copy number, and discount
• System will no longer accept invalid dates
• Voucher code of "x" suppresses printing of voucher
• NOTIS invoice number will display after updating or displaying of records
• Only one user at a time can establish an invoice record
• System prevents one user from approving an invoice that has been established by another user
• Background transaction for approval has been removed. Order/pay/receipt records are updated and no other activity can occur at that terminal until approval has been completed. If an error is detected, processing will not take place and an appropriate error message will display.
• Minor changes made to order and display elements of pay statements
• Warning message displays when posting payments in an order/pay/receipt record and invoice record is full

Order Processing
• Problems with committing and de-committing corrected
• Changes in pay statements in the order/pay/receipt record are changed when equivalent statements are changed in the invoice record and updated
• System will prevent updating of order/pay/receipt record when error message displayed
• The following changes have been made for multi-division orders:
   Default fund codes will display for all divisions in an order scope statement
   DONE command no longer required between posting pay

statements for each division
   Overcommitment and over-expenditure calculations will take into consideration amounts in all divisions, not just the first division
   Invoice and fund records are correctly updated after encountering errors during processing
• Fiscal year portion of the fund code that an order is committed against displays
• Warning message displayed when vendor code in order/pay/receipt record does not match vendor code in established invoice
• Minor changes made to display of order and pay statements to accommodate display of new information
• Fiscal year information updated when amount field in order scope statement is updated during a fiscal year other than the

one in which the original amount was created

Fund Processing
• Initial allocation of 0.00 allowed
• Label ALLOCATION changed to INITIAL ALLOCATION
• Fixed default decimal places added for allocation fields
• System will block allocation changes that would cause a negative uncommitted balance
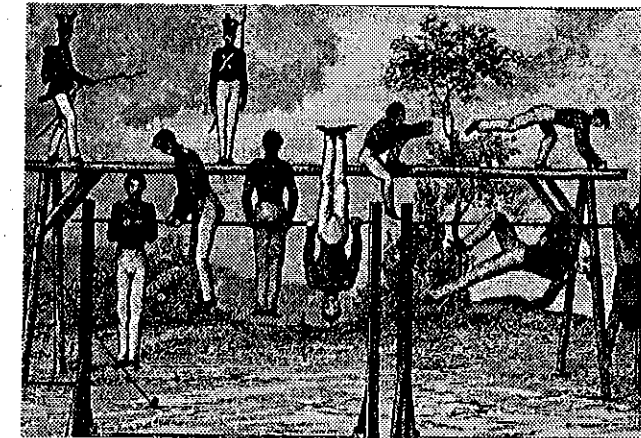
Batch Processing
• The following programs have been upgraded to work with current NOFA file structure:
• Order purge program (LB450)
• Select orders by fund (LB440)
• Vendor code change program (LB430)
• A new report lists unapproved invoices. ∎

Training for Release 4.6

Three NUGM '89 sessions will be devoted to Release 4.6:

"Overview of 4.6" (Sessions 7G, 41G, 47G)

"Installing NOTIS: MVS 4.6" (Session 27B)

"Installing NOTIS: VSE 4.6" (Session 29B)

Beginning in late fall, the User Services Group will be offering an authorities training session.