

# ANTPAC Create Lists Working Lab “Cookbook”

December 18, 2002

## Cover:

1. How to create/run a list  
Against an existing list  
From scratch
2. How to output a list  
Sort  
Toggle between record types  
What elements to include

## Background Information:

- Files allocated to Collections: #s 161-180; use only these.
- Acquisitions Order, Bib, and Item Record Parameters @  
[sun3.lib.uci.edu/~techsvcs/acq/order\\_item\\_par.pdf](http://sun3.lib.uci.edu/~techsvcs/acq/order_item_par.pdf)  
*For example: 7/1/01-6/30/02 Orders = .o5491216 - .o5848969*
- Note: All Firm (F) orders turn into X at fiscal closing
- No simultaneous users: If file is currently in use by another staff member, the system will prevent you from using it or running another file against it.
- It takes time for the file to run; the larger the file (or the file a search is run against, e.g., all 0102 orders), the longer it takes. **It is often best to run a file either against another base file (e.g., all 0102 orders) or using the Order and Item Record Parameters to narrow your time frame.**  
*Tip: You might want to have another window open to do other work (WORD, email???) while you are waiting for the file to run ☺*

## Base files (DO NOT OVERWRITE THESE FILES):

81: All current serials

162: Titles ordered 7/1/01-6/30/02 (orders placed FY)

163: Titles ordered OR paid 7/1/01-6/30/02 (note: includes old orders if paid FY0102)

165: FY 02-03 to date Paid (as of first of each month)

Additional current files:

164: Titles ordered on ETHA or ETHF or ETHX 7/1/02-6/30/02

Pending:

All Continuations

## Basic Steps Overview:

1. Determine purpose and type of list.
2. Determine (and list?) information elements desired (to search, sort, and list/print):
  - Call #
  - Title
  - Author
  - Publisher
  - Date
  - Price
  - Fund
  - Holdings
  - Language
  - Location
  - Order date
  - Paid date
  - Rec'd date
  - Vendor
3. Login to ANTPAC line mode
4. Select M] Management Information then L] Create list.  
At the prompt, key in your initials (usually email login) and password.
5. You will bring up a list of all files: Choose an empty file or from those numbered 161-180 (these are assigned to Collections)
6. BOOLEAN SEARCH of FILE to create a LIST of records
  - 1 > Copy an existing file
  - 2 > Create a new file
  - Q > QUIT
  - Choose one (1,2,Q)
7. Select #2 Create a new file
8. BOOLEAN SEARCH of FILE to create a LIST of records  
Choose the type of list you want to produce:
  - B > BIBLIOGRAPHIC list
  - O > ORDER list
  - C > CHECKIN list
  - A > AUTHORITY list
  - I > ITEM list
  - P > PATRON list
  - R > COURSE list
  - Q > QUIT the Boolean Search Routine
  - Choose one (B,O,C,A,I,P,R,Q)

9. Sort list (title sometimes better than call #)

*Note: It is easy to confuse sorting and list/print. Sort first to arrange list in desired order (e.g., call number or title) then List (below) elements to be printed.*

10. Print or output list:

L>List: to list fields you want printed in specified order

Specify printing parameters

You will see a screen with the following options; select by number to change to these settings (recommended values in bold below, but your choice!)

- 1 > Starting record? (1-\_\_\_).....1
- 2 > Ending record? (1-\_\_\_).....\_\_
- 3 > Print field labels for variable length fields? (y/n).....**Y**
- 4 > Start displaying each variable length field on a new line? (y/n).....**Y**
- 5 > Number of blank lines between records. (1-4).....1
- 6 > Display meaning of fixed field, instead of value? (y/n).....**Y**
- 7 > Page heading.....**Y**  
     **e.g., WOM orders FY01-02 Ariel 12.02**  
     Page heading should specify search parameters + your name and date.
- 8 > Print TITLE all in upper case? (y/n).....y
- 9 > Number items in list? (y/n).....**Y**

Select output type: e-mail or NT print

11. Empty file to make available for others

**Ownership of Files:**

Ownership of files should be claimed only if you are creating a file that will also be used by others.

Bibliographers can create files; **always noting your last name and date in file name.**

Example: **WOMA FY01-02 Ariel 12.12.02**

Once you have run a file and printed it for your use, empty the file immediately so that it is available for others to use. Remember we have very few open files for all bibs to use.

To Empty a File:

Select file

E > EMPTY your review file,

**Tips:**

- Boolean operators: When combining search parameters, you must always include AND or OR.
- Holdings: To print, toggle (shft + ?) to checkin record and select the “h” LIB HAS field to list
- Sorting: Call numbers may be complicated; sometimes better to sort by title.
- Multiple lists/fund codes: Run as separate lists then merge

## "Cookbook recipes"

- **EXAMPLE 1: All titles ordered on fund code \_\_\_\_\_ between [date] and [date]**

### STEPS:

1. Open 2>Create a New File and select O>ORDER as the type of list you want to run.
2. Set your search range, by typing “\”.
  - 2.1 If you are running against a base file (e.g. 0102 Orders), select y  
You will then scroll down the list and select the base file you want to search against. For example: If you want to search against the base file for FY01/02 orders, you will type “\” and scroll down the list, paying **close attention** to filenames, rather than slot numbers. Select **FY01-02 Base File do not delete** and press “ENTER”. Rather than searching against appx. 2 million records in the system, the program will only search against records in this file, hence, expediting your search.

### IMPORTANT:

Please note, that you will need to pay close attention to the file name rather than the slot number—all empty slots which do not contain any boolean searches will be excluded in the scroll list.

- 2.2 If you are creating your own list from scratch, select “n”. You will then be prompted to input starting record number. Consult chart of **Order and Item Record Parameters** and enter Order Record # that corresponds to desired date (e.g., 05848969 for 1-Jul-2002). You are then prompted to input ending record number. Simply enter last Order Record # in “Present Search Range” statement 5 lines above (e.g., o600801x) If this search range is correct, enter “y”.
3. Enter “12”, which is the FUND field. Type in “=”, and your 4-letter fundcode (the last letter distinguishing approvals (a), firms (f), and so on). IF you want ALL titles that you ordered in your discipline DO NOT type in “=”. Instead, type in “h” for HAS and only put down the first three letters of your fundcode. This will pull all records (approvals, firms, etc.) in your subject.
4. Type in “S” to run the file. When prompted, enter descriptive name for the file and press ENTER.
5. Once the file has been completed, select: S > SORT review file by selected fields. You will see a screen that will show you various options by which to sort your file. Select desired field(s) then press ENTER.

6. Once your file has been sorted, you may choose the list option for printing your list. Select: L > LIST some of the data in the review file records. You will see a screen that will show you various options. You may also toggle (shift + ?) to other screens to list bibliographic or item data.\*\* Once you have selected the fields you would like printed in the order they should appear, just press “ENTER”. Answer “No” when asked if you would like limit your list to a particular subset of records. **\*\*[If you created your list with order records, you will only be able to print elements from the bib and order records, not the checkin record]**
7. You will see a screen with the following options; select by number to change to these settings.

```

1 > Starting record? (1- ____)......1
2 > Ending record? (1- ____)......__
3 > Print field labels for variable length fields? (y/n).....Y
4 > Start displaying each variable length field on a new line? (y/n).....Y
5 > Number of blank lines between records. (1-4).....1
6 > Display meaning of fixed field, instead of value? (y/n).....Y
7 > Page heading.....Y (ex. WOM orders FY01-02 Ariel

```

**12.12.02)**

```

8 > Print TITLE all in upper case? (y/n).....y
9 > Number items in list? (y/n).....Y

```

8. Select output type—e-mail or NT printer (recommend email to review in advance of printing).
9. Empty file once you have gotten all the necessary info you need: Select E>Empty

- **EXAMPLE 2: All orders on fund code \_\_\_\_\_ in call number range \_\_\_\_\_ between date [ ] and date [ ].**

**STEPS:**

1. Open 2>Create a New File and select O>ORDER as the type of list you want to run.
2. Set your search range, by typing “\”.
  - 2.1 If you are running against a base file (e.g. 0102 Orders), select y You will then scroll down the list and select the base file you want to search against. For example: If you want to search against the base file for FY01/02 orders, you will type”\” and scroll down the list, paying **close attention** to filenames, rather than slot numbers. Select **FY01-02 Base File do not delete** and press “ENTER”. Rather than searching against appx. 2 million records in the system, the program will only search against records in this file, hence, expediting your search.

### **IMPORTANT:**

Please note, that you will need to pay close attention to the file name rather than the slot number—all empty slots which do not contain any boolean searches will be excluded in the scroll list.

If you are creating your own list from scratch, select “n”. You will then be prompted to input starting record number. Consult chart of **Order and Item Record Parameters** and enter Order Record # that corresponds to desired date (e.g, 05848969 for 1-Jul-2002). You are then prompted to input ending record number. Simply enter last Order Record # in “Present Search Range” statement 5 lines above (e.g., o600801x) If this search range is correct, enter “y”.

3. Enter “12”, which is the FUND field. Type in “=”, and your 4-letter fundcode (the last letter distinguishing approvals (a), firms (f), and so on). IF you want ALL titles that you ordered in your discipline DO NOT type in “=”. Instead, type in “has” for HAS and only put down the first three letters of your fundcode. This will pull all records (approvals, firms, etc.) in your subject.

Then type AND.

4. Toggle (shift + ?) to the bib screen and type in “c” for call number. Type in “w” which means between. Remember, there are seven spaces in a call number, so for example, if you want all titles between PT thru PZ, you will set the range as follows:  
PT(space)(space)(space)(space)1 ENTER  
& PZ99999.

You can also set the call number range by using the “less than or equal to” and “greater than or equal to” features. You would set the range as follows: type in “c” and then “g” for (for greater than or equal to) and the start point of your range (ex. => PT\_\_\_1). Then type in “c” and “l” (for less than or equal to) and the end point of your range (ex. <=PZ99999). Press ENTER.

5. Type in “S” to run the file. When prompted, enter descriptive name for the file and press ENTER.
6. Once the file has been completed, select: S > SORT review file by selected fields. You will see a screen that will show you various options by which to sort your file. Select desired field(s) then press ENTER.
7. Once your file has been sorted, you may choose the list option for printing your list. Select: L > LIST some of the data in the review file records. You will see a screen that will show you various options. You may also toggle (shift + ?) to other screens to list bibliographic or item data.\*\* Once you have

selected the fields you would like printed in the order they should appear, just press “ENTER”. Answer “No” when asked if you would like limit your list to a particular subset of records. \*\***[If you created your list with order**

**records, you will only be able to print elements from the bib and order records, not the checkin record]**

8. Once your file has been sorted, you may choose the list option for printing your list. Select: L > LIST some of the data in the review file records. You will see a screen that will show you various options. You may also toggle (shift +?) to other screens to list bibliographic or item data. Once you have selected what you would like printed, just press “ENTER”. Answer “No” when asked if you would like limit your list to a particular subset of records.
9. You will see a screen with the following options:

```
1 > Starting record? (1-___).....1
2 > Ending record? (1-___).....___
3 > Print field labels for variable length fields? (y/n).....Y
4 > Start displaying each variable length field on a new line? (y/n).....Y
5 > Number of blank lines between records. (1-4).....1
6 > Display meaning of fixed field, instead of value? (y/n).....Y
7 > Page heading.....Y (ex. WOM orders FY01-02 Ariel
```

**12.12.02)**

```
8 > Print TITLE all in upper case? (y/n).....y
9 > Number items in list? (y/n).....Y
```

10. Select output type—e-mail or NT printer (recommend email to review in advance of printing).
10. Empty file once you have gotten all the necessary info you need: Select E>Empty

- **EXAMPLE 3: All titles in call number range \_\_\_\_\_ received between [date] and [date]**

**STEPS:**

1. Open 2>Create a New File and select O>ORDER as the type of list you want to run.
2. Set your search range, by typing “\”.
  - 2.1 If you are running against a base file (e.g. 0102 Orders), select y You will then scroll down the list and select the base file you want to search against. For example: If you want to search against the base file for FY01/02 orders, you will type”\” and scroll down the list, paying **close attention** to filenames, rather than slot numbers. Select **FY01-02 Base File do not delete** and press “ENTER”. Rather than searching against appx. 2 million records in the system, the program will only search against records in this file, hence, expediting your

search.

**IMPORTANT:**

Please note, that you will need to pay close attention to the file name rather than the slot number—all empty slots which do not contain any boolean searches will be excluded in the scroll list.

If you are creating your own list from scratch, select “n”. You will then be prompted to input starting record number. Consult chart of **Order and Item Record Parameters** and enter Order Record # that corresponds to desired date (e.g., 05848969 for 1-Jul-2002). You are then prompted to input ending record number. Simply enter last Order Record # in “Present Search Range” statement 5 lines above (e.g., o600801x) If this search range is correct, enter “y”.

3. Toggle (shift + ?) to the bib screen and type in “c” for call number. Type in “w” which means between. Remember, there are seven spaces in a call number, so for example, if you want all titles between PT thru PZ, you will set the range as follows:  
PT(space)(space)(space)(space)1 ENTER  
& PZ99999. Type “a” for AND.

You can also set the call number range by using the “less than or equal to” and “greater than or equal to” features. You would set the range as follows: type in “c” and then “g” for (for greater than or equal to) and the start point of your range (ex. => PT\_\_\_1). Then type in “c” and “l” (for less than or equal to) and the end point of your range (ex. <=PZ99999). Press ENTER. Type “a” for AND.

4. Toggle back to the order screen and ENTER “17” which is RDATE or received date, and type in the range you want to search by.
5. Type in “S” to run the file. When prompted, enter descriptive name for the file and press ENTER.
6. Once the file has been completed, select: S > SORT review file by selected fields. You will see a screen that will show you various options by which to sort your file. Select desired field(s) then press ENTER.
7. Once your file has been sorted, you may choose the list option for printing your list. Select: L > LIST some of the data in the review file records. You will see a screen that will show you various options. You may also toggle (shift +?) to other screens to list bibliographic or item data. Once you have selected what you would like printed, just press “ENTER”. Answer “No” when asked if you would like limit your list to a particular subset of records.
8. You will see a screen with the following options:

- 1 > Starting record? (1-\_\_\_\_).....1
- 2 > Ending record? (1-\_\_\_\_).....\_\_\_\_
- 3 > Print field labels for variable length fields? (y/n).....**Y**
- 4 > Start displaying each variable length field on a new line? (y/n).....**Y**
- 5 > Number of blank lines between records. (1-4).....1
- 6 > Display meaning of fixed field, instead of value? (y/n).....**Y**
- 7 > Page heading.....**Y** (ex. **WOM orders FY01-02 Ariel**)

**12.12.02)**

- 8 > Print TITLE all in upper case? (y/n).....y
- 9 > Number items in list? (y/n).....**Y**

9. Select output type—e-mail or NT printer (recommend email to review in advance of printing).

10. Empty file once you have gotten all the necessary info you need: Select E>Empty

- **EXAMPLE 4: All orders between date \_\_\_\_ and date \_\_\_\_ on fund code \_\_\_\_ by publisher \_\_\_\_**

**STEPS:**

1. Open 2>Create a New File and select O>ORDER as the type of list you want to run.
2. Set your search range, by typing “\”.
  - 2.1 If you are running against a base file (e.g. 0102 Orders), select y  
You will then scroll down the list and select the base file you want to search against. For example: If you want to search against the base file for FY01/02 orders, you will type”\” and scroll down the list, paying **close attention** to filenames, rather than slot numbers. Select **FY01-02 Base File do not delete** and press “ENTER”. Rather than searching against appx. 2 million records in the system, the program will only search against records in this file, hence, expediting your search.

**IMPORTANT:**

Please note, that you will need to pay close attention to the file name rather than the slot number—all empty slots which do not contain any boolean searches will be excluded in the scroll list.

If you are creating your own list from scratch, select “n”. You will then be prompted to input starting record number. Consult chart of **Order and Item Record Parameters** and enter Order Record # that corresponds to desired date (e..g, 05848969 for 1-Jul-2002). You are then prompted to input ending record number. Simply enter last Order Record # in “Present Search Range” statement 5 lines above (e.g., o600801x) If this search range is correct, enter “y”.

3. Enter "12", which is the FUND field. Type in "=", and your 4-letter fundcode (the last letter distinguishing approvals (a), firms (f), and so on). IF you want ALL titles that you ordered in your discipline DO NOT type in ". Instead, type in "h" for HAS and only put down the first three letters of your fundcode. This will pull all records (approvals, firms, etc.) in your subject. Type "a" for AND then
4. Toggle (shift + ?) to the bib screen and type in "p" for imprint/publisher AND "h" for HAS and then the name of the publisher.
5. Type in "S" to run the file. When prompted, enter descriptive name for the file and press ENTER.
6. Once the file has been completed, select: S > SORT review file by selected fields. You will see a screen that will show you various options by which to sort your file. Select desired field(s) then press ENTER.
7. Once your file has been sorted, you may choose the list option for printing your list. Select: L > LIST some of the data in the review file records. You will see a screen that will show you various options. You may also toggle (shift + ?) to other screens to list bibliographic or item data. Once you have selected what you would like printed, just press "ENTER". Answer "No" when asked if you would like to limit your list to a particular subset of records.
8. You will see a screen with the following options:
  - 1 > Starting record? (1-\_\_\_).....1
  - 2 > Ending record? (1-\_\_\_).....\_\_\_
  - 3 > Print field labels for variable length fields? (y/n).....Y
  - 4 > Start displaying each variable length field on a new line? (y/n).....Y
  - 5 > Number of blank lines between records. (1-4).....1
  - 6 > Display meaning of fixed field, instead of value? (y/n).....Y
  - 7 > Page heading.....Y (ex. WOM orders FY01-02 Ariel

**12.12.02)**

  - 8 > Print TITLE all in upper case? (y/n).....y
  - 9 > Number items in list? (y/n).....Y
9. Select output type—e-mail or NT printer (recommend email to review in advance of printing).
10. Empty file once you have gotten all the necessary info you need: Select E>Empty

• **EXAMPLE 5: All serials by fund code \_\_\_\_\_**

STEPS:

1. Open 2>Create a New File and select B > BIBLIOGRAPHIC list as the type of list you want to run.
2. Set your search range, by typing “\”. You will then scroll down the list and select the base file you want to search against (**SERIALS BASE file created by Dave Schmerler**). **IMPORTANT:** Please note, that you will need to pay **close attention** to the file name rather than the slot number—all empty slots which do not contain any boolean searches will be excluded in the scroll list.
3. Enter “5”, which is the BIB LEVEL field and type "=" then “s”. Type "a" for AND then toggle (shift + ?) to the order template.
4. Enter “12”, which is the FUND field. Type in “=”, and your 4-letter fundcode (ending in “s”). ENTER.
5. Type "a" for AND then enter “20”, which is the STATUS field and type in “f” to get the active serials subscriptions.
6. Type in “S” to run the file. When prompted, enter descriptive name for the file and press ENTER.
7. Once the file has been completed, select: S > SORT review file by selected fields. You will see a screen that will show you various options by which to sort your file. Select desired field(s) then press ENTER.
8. Once your file has been sorted, you may choose the list option for printing your list. Select: L > LIST some of the data in the review file records. You will see a screen that will show you various options. You may also toggle (shift + ?) to other screens to list bibliographic, item, or checkin data. Once you have selected what you would like printed, just press “ENTER”. Answer “No” when asked if you would like limit your list to a particular subset of records.
9. You will see a screen with the following options:
  - 1 > Starting record? (1-\_\_\_).....1
  - 2 > Ending record? (1-\_\_\_).....\_\_\_
  - 3 > Print field labels for variable length fields? (y/n).....**Y**
  - 4 > Start displaying each variable length field on a new line? (y/n).....**Y**
  - 5 > Number of blank lines between records. (1-4).....1
  - 6 > Display meaning of fixed field, instead of value? (y/n).....**Y**
  - 7 > Page heading.....**Y** (ex. WOM orders FY01-02 Ariel
10. **12.12.02)**
  - 8 > Print TITLE all in upper case? (y/n).....y
  - 9> Number items in list? (y/n).....**Y**
11. Select output type—e-mail or NT printer (recommend email to review in advance of printing).

12. Empty file once you have gotten all the necessary info you need: Select E>Empty

- **EXAMPLE 6: All serials by vendor \_\_\_\_\_**

STEPS:

1. Open 2>Create a New File and select B > BIBLIOGRAPHIC list as the type of list you want to run.
2. Set your search range, by typing “\”. You will then scroll down the list and select the base file you want to search against: **SERIALS BASE file created by Dave Schmerler**. (Note: there are a number of serials files; find the BASE file; #63 on 12/18/02). **IMPORTANT:** Please note, that you will need to pay close attention to the file name rather than the slot number—all empty slots which do not contain any boolean searches will be excluded in the scroll list.
3. Enter “5”, which is the BIB LEVEL field and type "=" then “s”. Type AND then toggle (shift + ?) to the order template. Type “a” for AND.
4. Enter “20”, which is the STATUS field and type in “f” to get the active serials subscriptions. Type “a” for AND.
5. Enter “22” and then type in “=” <exact vendor code> You can get the vendor code from a vendor list that is accessible from the ANTPAC management pages: Select V: Display Vendor Information then R: Search for Text in Vendor Records then key in vendor name.
6. Type in “S” to run the file. When prompted, enter descriptive name for the file and press ENTER.
7. Once the file has been completed, select: S > SORT review file by selected fields. You will see a screen that will show you various options by which to sort your file. Select desired field(s) then press ENTER.
8. Once your file has been sorted, you may choose the list option for printing your list. Select: L > LIST some of the data in the review file records. You will see a screen that will show you various options. You may also toggle (shift + ?) to other screens to list bibliographic, item, or checkin data. Once you have selected what you would like printed, just press “ENTER”. Answer “No” when asked if you would like limit your list to a particular subset of records.
9. You will see a screen with the following options:
  - 1 > Starting record? (1- \_\_).....1
  - 2 > Ending record? (1- \_\_).....\_\_
  - 3 > Print field labels for variable length fields? (y/n).....Y
  - 4 > Start displaying each variable length field on a new line? (y/n).....Y
  - 5 > Number of blank lines between records. (1-4).....1

- 6 > Display meaning of fixed field, instead of value? (y/n).....Y  
 7 > Page heading.....Y (ex. WOM orders FY01-02 Ariel

**12.12.02)**

- 8 > Print TITLE all in upper case? (y/n).....y  
 9> Number items in list? (y/n).....Y

10. Select output type—e-mail or NT printer (recommend email to review in advance of printing).  
 11. Empty file once you have gotten all the necessary info you need: Select E>Empty

• **EXAMPLE 7: All titles by call number in specific location (e.g. ML Ref)**

1. Open 2>Create a New File and select B > BIBLIOGRAPHIC list as the type of list you want to run.
2. Toggle (shift + ?) to the bib screen and type in “c” for call number. Type in “w” which means between. Remember, there are seven spaces in a call number, so for example, if you want all titles between PT thru PZ, you will set the range as follows:  
 PT(space)(space)(space)(space)1 ENTER Type “a” for AND”  
 & PZ99999.  
  
 You can also set the call number range by using the “less than or equal to” and “greater than or equal to” features. You would set the range as follows: type in “c” and then “g” for (for greater than or equal to) and the start point of your range (ex. => PT\_\_\_1). Then type in “c” and “l” (for less than or equal to) and the end point of your range (ex. <=PZ99999). Press ENTER. Type “a” for AND.
3. Type in “3” for LOCATION and then enter the appropriate location code.
4. Type in “S” to run the file. When prompted, enter descriptive name for the file and press ENTER.
5. Once the file has been completed, select: S > SORT review file by selected fields. You will see a screen that will show you various options by which to sort your file. Select desired field(s) then press ENTER.
6. Once your file has been sorted, you may choose the list option for printing your list. Select: L > LIST some of the data in the review file records.

You will see a screen that will show you various options. You may also toggle (shift + ?) to other screens to list bibliographic, item, or checkin data. Once you have selected what you would like printed, just press “ENTER”. Answer

“No” when asked if you would like limit your list to a particular subset of records.

7. You will see a screen with the following options:

- 1 > Starting record? (1-\_\_\_).....1
- 2 > Ending record? (1-\_\_\_).....\_\_
- 3 > Print field labels for variable length fields? (y/n).....**Y**
- 4 > Start displaying each variable length field on a new line? (y/n).....**Y**
- 5 > Number of blank lines between records. (1-4).....1
- 6 > Display meaning of fixed field, instead of value? (y/n).....**Y**
- 7 > Page heading.....**Y** (ex. WOM orders FY01-02 Ariel

**12.12.02)**

<b>Fields/Info</b>	<b>Bib. Record</b>	<b>Order Record</b>	<b>Item Record</b>	<b>Checkin Record</b>
Author	X			
Call #	X		X	X
Catalog Date	X			
Fund Code		X		
Holdings:Lib Has				X
Internal Use			X	
Language	X	X		
Location	X	X		X
MARC Tag	X		X	X
Material Type	X			
Order Date		X		
Paid Date		X		
Rec'd Date		X		
Title	X			
Total Checkouts			X	
Total Renewals			X	
Vendor		X		X