

Atrium® Serials Module

If your library collection contains serials such as magazines, periodicals, journals, or newspapers, you can manage those subscriptions with our Serials module.

Atrium's Serials Module has the flexibility to easily manage any number of subscriptions. Librarians can create and modify subscription information including title, publication pattern, publisher, cost, start date, end date, and quantity.

Serials will assist you in managing your periodicals by cataloging subscriptions, marking them received upon arrival, producing claim notices to notify vendors of issues that do not arrive, and creating MARC records for your circulation system.

With Serial Settings, you can enable alerts to notify you of expiration dates, late issues, and expected arrivals.

Atrium's Serials Module gives you the ability to generate a variety of reports to help with the task of tracking Serials. You can easily customize any Serials' reports using the Report Wizard. Like all other features in Atrium, Help Files and a User's Guide are available to assist you with each specific aspect of the Serials Module.



Serials Menu

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Edit Serial Record

OPAC Circulation Catalog Patrons Serials Acquisitions Reports Ad

Serials MARC Editor

Save Delete Add Holdings

Type: a ELvt: u Srce: GPub: Ctrt: Lang: eng
 BLvt: s Form: Conf: Freq: a MRcc: Ctry: onc
 S/L: Orig: EntW: Regl: SSN: Alph:
 Desc: SrTp: Cont: DtSt: n Dates:
 Age Group: Adult
 Material Type: Serials

LEADER
00732nas 2200217uj 4500

Tag 001 Delete
8556031

Tag 008 Delete
810904n onca ||||| ||| [eng]

Tag 035 Indicator 1 Indicator 2 Delete
\$9(DLC) 75612677

Tag 010 Indicator 1 Indicator 2 Delete
\$a 75612677

Tag 040 Indicator 1 Indicator 2 Delete
\$aDLC
\$cCarP
\$dDLC

Tag 043 Indicator 1 Indicator 2 Delete
\$an-cn---

Tag 050 Indicator 1 0 Indicator 2 0 Delete
\$aZ735.A1
\$bC27

Serials Accession List

Columns Sorts Filters Help

Creating Report: Accession List Serials Load Template

Create Filter

Physical Location Equals Any Physical Location

Item Report Class Equals Serials

Barcode Label

Spine And Pocket Labels

Holdings Status Active

Holdings Barcode greater than or equal to

Holdings Barcode less than or equal to

Call Number contains phrase

Use Advanced Filtering

Generate Report Close Wizard

Serials Help File

Introduction Working in Atrium Worker Log On Administration Catalog Patrons Circulation Reports Search How Do I...? Examples Acquisitions Serials Committer

Import MARC Serials

Importing serial MARC records is an easy way to add serial records to your database. Before you do, you can establish rules, select options, or add rule set definitions for how Atrium will tag and sort the new records. See [Serial MARC Import Options](#) and [Serial MARC Import Rules](#) for more information and instructions.

To import Serial MARC Records

1. Click **Serials** **Import MARC Serials** from Atrium's top **menu bar** to open the **Import Serials** **MARC** form.
2. If you created a new definition, it will display in the **Rule Set Definition** drop-down list. If more than one definition has been saved, click the **id** button to select the appropriate one.
3. Click **Browse...** to open the **Choose file** dialog box.
4. Select the file name and click **Open** to insert the file path in the **MARC File Name** field.
5. Click **Continue**.
6. The **Importing Serial MARC Records** window opens, with a progress bar to show that record(s) are being added. When complete, information displays in the **Importing Serial MARC Results** window, showing the number of **successfully** added records or any **import errors** that occurred.

Note: You can review the records you've just added to your database by clicking **Review Imported Serials** in the **Importing Serial MARC Results** window.

For more information on **Atrium** or other **Book Systems** products, please call or visit:
www.booksys.com (800) 219-6571 sales@booksys.com