Atriuum

What's New in 15.1



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Librarian Desktop Gallery Theme

A new namesake theme that complements Atriuum's modern OPAC interface, Gallery, is now available for your **Librarian Desktop** interface.

- 1. From your desktop, click the lock icon (below the Atriuum logo), and then click the tools icon.
- 2. On the **Configuration** panel, click **Select Theme**.
- 3. Pick the **Gallery** theme.
- 4. Click Confirm.



Autumn Charcoal	٥		Ар	ril 202	24		٥	
Classic Gallery	Su	Мо	Tu	We	Th	Fr	Sa	
Varoon		1	2	3	4	5	6	
Pool Side	7	8	9	10	11	12	13	
Sunrise Onyx -	14	15	16	17	18	19	20	
	21	22	23	24	25	26	27	
	28	29	30					
				Themes r	nay app	ear larg	ger than r	norma

Images below show the check in and check out screens in this theme; all librarian-side images in this document use the *Gallery* theme.

ial Check In Date:	Waive Overdue Fines: 🗌 Em	ail Confirmation: 🗌		
		Successful Check Failed Check In: 0 Items With Warning	in: 1 gs: 1	
heck Out Items				
atron Name: Wang, Lily 🖓	- 🕒	Pa	tron Barcode: 875	Mon
arcode:		Special Due Da	e	Check Out Check
ew Patron Name / Barcode		Search Browse	Prir	nt Circulation Receipt) (Reserve An It nformation On Receipt
Items Checked Out	(1)			
Title	Barcode	Call Number	Due Or	n Select
보 Iron Flame	00008368	Yar	05/20/2	2024
Select	All Renew Selected Upda	te Custom Item Sta	tus For Selected Mark	Selected Lost Check In Selected
Outstanding Fines/	Fees			
Title Barcode	Туре	Reason	Amount	Action
	Copies		\$2.00	Pay This
Outstanding Reserv	/es			
Title Author	Date Reserved	Pick Up At	Position In Queue	Action
Hug Alborough, Jez. Comment: Reserve	03/14/2024 03:10:27 PM of from OPAC by patron Wang	Main Library g, Lily (875)	1st	View Details Cancel Reserve
	atron Name: Wang, Lily arcode: arcode: aw Patron Name / Barcode Items Checked Out Title Title Coutstanding Fines/ Title Outstanding Reserved Title Author Hug Alborough, Jez. Comment: Reserved	atron Name: Wang, Lily 🗭 🚱 arcode: aw Patron Name / Barcode Items Checked Out (1) Title Barcode Items Checked Out (1) Title Barcode Select All Renew Selected Upda Outstanding Fines/Fees Title Barcode Type Copies Outstanding Reserves Title Author Date Reserved Hug Alborough, Jez. 03/14/2024 03:10:27 PM Comment: Reserved from OPAC by patron Wang	atron Name: Wang, Lily 🗭 🚱 Pai arcode: Special Due Dat aw Patron Name / Barcode Search Browsee Items Checked Out (1) Title Barcode Call Number Items Checked Out (1) Title Barcode Call Number Select All Renew Selected Update Custom Item Sta Select All Renew Selected Update Custom Item Sta Outstanding Fines/Fees Title Barcode Type Reason Copies Outstanding Reserves Title Author Date Reserved Pick Up At Hug Alborough, Jez. 03/14/2024 03:10:27 PM Main Library Comment: Reserved from OPAC by patron Wang, Lily (875)	atron Name: Wang, Lily 🖓 🚱 Patron Barcode: 875 arcode: arcode: aw Patron Name / Barcode Search Browse Prir au Items Checked Out (1) Items Checked Out (1) Items Checked Out (1) Select All Renew Selected Update Call Number Due Or Select All Renew Selected Update Custom Item Status For Selected Mark Outstanding Fines/Fees Title Barcode Type Reason Amount Copies \$2.00 Outstanding Reserves Title Author Date Reserved Pick Up At Position In Queue Hug Alborough, Jez. 03/14/2024 03:10:27 PM Main Library 1st Comment: Reserved from OPAC by patron Wang, Lily (875)

Patrons

Upgraded Notification System

Atriuum's enhanced method for sending text/email messages to patrons is more secure, reliable, and timely. Patrons receive text messages from a standard number (via a third-party service) and you, as the librarian, no longer need to configure a text messaging address. This update also increases text/email deliveries without requiring additional configurations, like Sender Policy Framework (SPF) or IP addresses. All you need to do is enter the patron's mobile number and email address on the **Add/Edit Patron** pages.

Primary Demographic	cs		
Switch To Alternate Dem	ographics.		
Patron Circulation Class:	Adults	•	▼
Patron Report Class:	Adults		~
Gender:	Female 🗸		
Address:	200 Home Way		
City:	Pleasantville	State:	AL 💙
Country:	USA 🗸	ZIP Code:	55555
Email Address:	atriuumpatron@gmail.com		
Guardian Email Address:			
Home Phone:		Work Phone:	
Fax:		Mobile Phone	e: 15551231234
		_	

Keep in mind that Atriuum automatically adds a 1 and removes all formatting for saved mobile numbers.

You can leave your notification settings configured as before, but if needed, use the following steps to make changes:

- 1. Click **Administration** from Atriuum's **Menu Bar**, and then click **Patrons**.
- 2. Click Patron Settings.
- 3. Make changes as needed, and click **Save**.

Automatic Patron Notifications	
Enable Mobile Phone Text Messaging To Patrons:	Yes: 💿 No: 🔿
Send Patron Emails Using Custom Delivery Time (Server Setting):	Yes: 🔿 No: 🔘
Email Patron Before Item Is Due:	3 Default Number Of Days
Email Patron As Soon As Item Is Overdue:	Yes: 💿 No: 🔘
Resend Overdue Warning To Patron In:	3 Days
Perpetually Send Overdue Emails:	Yes: 🔿 No: 🔘
Email Patron When Item Is Marked Lost:	Yes: 💿 No: 🔿
Email Patron When Card Expires Within:	7 Days

Patron Age on Check Out

Atriuum now displays the age of patrons during check out; this is particularly helpful if you have policies that limit children and teens from accessing restricted material.

If you have the **View Patron Personal Information** worker permission, you will see the exact age (numeral); otherwise, Atriuum simply indicates if the record is that of a *Minor* or *Adult*. If no birth date is saved on the record, you'll see a blank field or *Unknown*.

Check Out Items				
Patron Name: Schrader, Ryan 💷 🕀	Patron Barcode: 400803			
Patron Circulation Class: Teens	Patron Report Class: Students			
Total Items Out: 0 Max: 3	Total Fines Owed: \$0.00			
Total Overdue Items: 0	Total Projected Fines: \$0.00			
	Credit: \$0.00			
Address: 110 Happy Place Road Pleasantville, AL 55555				
Home Phone: (555) 555-1212	Work Phone: (555) 555-1240			
Mobile Phone: 15555551222	Email Address: atriuumpatron@gmail.com			
Contact Preference: Mobile Phone	Email Receipt			
Birth Date: 11/30/2008				
Age: 15 🔫				
Card Expires: 12/28/2024				
Responsible To: Michael Schrader				
Check Out Items				
Patron Name: Schrader, Ryan 👎 任	Patron Barcode: 400803			
Patron Circulation Class: Teens	Patron Report Class: Students			
Total Items Out: 0 Max: 3	Total Fines Owed: \$0.00			
Total Overdue Items: 0	Total Projected Fines: \$0.00			
	Credit: \$0.00			
Age: Minor				
Card Expires: 12/28/2024				
Responsible To: Michael Schrader				

Recall Last Patron Option

If you need to pull up a patron record immediately after closing it, you can simply click the **Recall Last Patron** button on the **Patron Lookup** page.

Patron Lookup					
Please specify the patron that you are assessing a fine against.					
Name / Barcode:	Search				
Name / Darcoue.					
Search:	Patron Last Name 🗸 Search				
Other Info:	Address V Search				
Patron Report Class:	Browse Recall Last Patron				

If you use the **Search** field and select an option other than the default Patron Link Identifier, Atriuum remembers your choice on several related pages.

Patron Age Ranges Mapping

Previously, you could set up age ranges for your patron circulation and report classes based on birth dates, and patrons would be automatically moved to the next tier as they aged (saving you from having to update records individually). For example, a patron in the *Teens* class would automatically be moved to *Adults* once they turned 18, which would update their circulation privileges.

Now, Atriuum allows you to map your age ranges and classes giving you even more flexibility with this feature. This works especially well if you have classes with age ranges that overlap. For example, you might transition *Out of County Children* to *Out of County Teens* if the rules and permissions that apply to them are different from your local patrons.

- 1. Click **Administration** from Atriuum's **Menu Bar**, and then click **Patrons**.
- 2. Click Patron Circulation Class Age Ranges.
- 3. Select a class using the drop-down list at the top, and then click **Add To The List**.
- 4. Enter a minimum and maximum age.
- 5. Use the **Next Class** drop-down list to select the class where records will be transitioned when patrons move out of their current age range.

Configure Patron Circulation Class Age Ranges						
Assign an age range for:	Staff V Add To The List	t				
Name	Description	Min Age	Max Age	Action [?]		
Children	Persons 12 and under	4	12	Remove		
			Next Class: Teens	~		
Out of County Children	4-12, Madison and Lawrence Counties	4	12	Remove		
			Next Class: Out of	County Teens 🗸		
Out of County Teens	13-19, Madison and Lawrence Counties	13	18	Remove		
			Next Class: Out of	County Adults 🗸		
Teens	Middle and High School	13	18	Remove		
			Next Class: Adults	~		
Adults	Patrons over the age of 18	19	65	Remove		
			Next C	Class: Auto 🗸		
Out of County Adults	18+, Madison and Lawrence Counties	19	65	Remove		
			Next C	Class: Auto 🗸		
Seniors	Over 65	65	99	Remove		

If you leave the default option **Auto** selected, Atriuum will pick the first class that meets the age requirement. For example, in the image above, records in both *Adults* and *Out of County Adults* will be moved to *Seniors*.

Reclassify Patron Passwords

If you need to assign or reset patron passwords in bulk for any reason, you can generate these using the **Reclassify Patrons** page. Options include *Last 4 Digits Of Home Phone, Patron Barcode, Patron Link Identifier*, etc. You can also use the *Specific Value* option to create a custom password. If you enable the **Allow Patrons To Reset Their Password** setting (**Patron Accounts** page), patrons can change their passwords once they've logged onto OPAC.

- 1. Click **Patrons** from Atriuum's **Menu Bar**, and then click **Reclassify**.
- 2. Insert patron barcodes.
- 3. Select the **Change Password** option, and then use the drop-down list to determine the type of password you want to use.
- 4. Once you've ensured you have the correct patrons in the queue, click **Reclassify Patrons**.

Change Alert	
Change Comment	
Change Patron Note	
Change Lexile	
Change F&P Reading Level	✓
Change Has Barcode Been Printed?	No 🗸
Change Refund Notice	
Clear Patron Link Identifier	
Change Patron Last Name	
Change Patron First Name	
Change Patron Middle Name	
Change Password	4 Digits Of Patron Birth Year

Patron Username Field is User Defined

The patron username field for logging on to OPAC can now be customized to suit your library's needs. For example, you may change the field name to *Library Card #* or *Patron Barcode* if that is what your library uses.

- 1. Click Administration from Atriuum's Menu Bar, and then click Library.
- 2. Click User Defined Fields.
- 3. Click **Edit** next to the field, and enter the new field name.
- 4. Click **Save**.

User Defined Fields	
New name for 'Username'	Patron Barcode

Catalog

eBook Dust Jacket URL Field

If you have eBooks without a dust jacket, you can add a URL on the **Add/Edit Item** pages (**Media** section). For example, if you subscribe to a service like MackinVIA and need to add images, you can use this field to add links. Images display both in Atriuum and OPAC (Canvas and Gallery).

Media	
Documents	
Name:	
Upload Documents:	Choose File No file chosen
Images	
Name:	
Upload Images:	Choose File No file chosen
Movies	
Name:	
Upload Movies:	Choose File No file chosen
Sounds	
Name:	
Upload Sounds:	Choose File No file chosen
Dust Jacket	
Upload Dust Jacket:	Choose File No file chosen
<u>I humbnail</u>	Obsers File No file shares
	Choose File I No The chosen
eBook Dust Jacket II	RI
https://encrypted-t	
URL	Note (Link Name)

Item Search by UPC

You can easily search for items in your catalog by entering UPC numbers on the **Lookup Bibliographic** page or in the **Left Column** (on the **Librarian Desktop**).

Lookup E	Sibliographic Record	
Please spe	cify the bibliographic record you want to edit.	
Barcode:	Continue	Item Lookup 🛛 🔺
Search:	Keyword V Search	Edit Bibliographic:
		Keyword, Barcode, ISBN, or UPC
LCCN:	Continue	Lookup
ISBN:	Continue	
UPC:	Continue	Review Bibliographic:
		Title, Barcode, ISBN, or UPC
		Lookup
		Review Item:
		Title or Barcode
		Lookup

OPAC

Librista

With this free app, your patrons can access your library's OPAC features from their mobile devices. The latest enhancements allow patrons to view their complete checkout history, access their library card, select their viewing mode, scan ISBNs to find items, view library savings, and more. Refer to the **Librista Handbook** (**Downloads** page) for more details on using the app. Familiarizing yourself with Librista will help you answer questions from your patrons.

Keep in mind that to sign into Librista, your patrons will use the same username and password combination as they do when logging onto your OPAC; settings and permissions you configured in Atriuum for your OPAC also carry over to Librista.



Reserve Option for Item Suggestions

Patrons requesting items not in your catalog can choose to place them on hold. For users with a Centralized database and/or with kiosks (requires license), they can also choose a pickup location.

Suggest Additional I	Item						
If the library does not ha found. Decisions are ma	ave the item you want, you can request an addition to the c ade at the library's discretion.	collection. Provi	ide as much information as	you can so	the correct item can be		
Title	The Tower			SUGO	GEST NEW ITE	M 🖽	
Author	Flora Carr						
ISBN:							
UPC:			If the library does	not have t	the item you want, you can	request an addition to the	
Material Type:	Book		conection. Provide a	Decisions	are made at the library's di	scretion.	
Reserve Item:			Title				
Pick Up At:	East Branch		The Tower	*			
Enter any other informa	ation that would be useful to identify the item (version num						
			Author				
			Flora Carr				
l	Suggest		ICDN				
Canyar			ISBIN				
Curivus							
			UPC				
			Material Type				
			B I				
			BOOK	~			
		Г			1		
			Reserve Item: 🗸				
			Pick Up At				
			East Branch	\sim			
					-		
			Enter any other inforr	mation tha	it would be useful to identif	y the	
			item (versio	n number,	editor, series title, etc.)		
					SUGGEST	le	
					3000131		
		Gallery	y				
			Patron Re	auest	tina An Item 🛽	Inbox ×	
				90.00			
			Main Street Pu	iblic Lib	brary		
			to me 💌				
Notification	emails sent to your librar	ſУ	A patron h	as reo	quested an iter	n through OPAC.	
include thes	se details.						
			Library: Main St	reet Publ	lic Library		
			Time Of Reques	t: 04/23/	/2024 09:18:29 PM		
			Patron: Robin S	chrader ((795000)		
			Reserve: Yes				

Title: The Tower Author: Flora Carr

Location: East Branch Pick-Up At: East Branch

Renewal Count for Check Outs

Patrons logged onto their OPAC accounts can now see the number of renewals they have left on borrowed items; if you enable the **Allow Patrons To Renew Items From OPAC** setting (**Patron Accounts** page), they may also renew items (based on circulation limits and/or other reserves on the same title).



Canvas



Gallery

Google Calendar Integration

You and your patrons can seamlessly integrate Google Calendars with community posts. Make all of your customizations (such as specifying the default view, calendar title, etc.) in Google and then simply copy the integration code when creating posts in Atriuum or OPAC (both Canvas and Gallery).

Social Media And Calendar				
Website:				
Facebook:	[
X (formerly Twitter):				
Tumblr:				
Instagram:				
Pinterest				
Meetun				
Linkodh:				Community Garden Co-op
VeriTuker			← BACK	We are a group of amateur gardening enthusiasts interested in growing our own fresh produce. Not only is it good for
fou lube.			STATIZE	your health, but also your wallet. We compare notes and help each other learn new techniques and technologies, shares
	<iframe< td=""><td></td><td>""你们,要在"</td><td>tools and supplies, and swap herbs, seeds, and more.</td></iframe<>		""你们,要在"	tools and supplies, and swap herbs, seeds, and more.
	src=mainpubliclibrary%40gmail.com&ctz=America			
Google Calendar Integration Code:	%2FChicago" style="border: 0" width="800" beight="600" frameborder="0" scrolling="po">			Contact Information
				Lew Who:
		Preview		Lisa Green
		FICTION		Best Contact Method:
				By Email
				Email:
				anuumpatron@gmail.com
				Contact Notes:
				i usualiy reply in about 24 nours!
				Social Media
				YouTube:
				http://youtube.com
				Gardening Co-op Meetings/Events
				Today () Saturday, June 8 - Orinit Week Month Agenda
				Showing events after 341. Cook for earlier events
				11:00am Seed Exchange
				3:30pm Homegrown Cooks
				Tuesday, June 18 10:00am Herbalist Tuesdays
				Saturday, June 22

Libraries using Canvas can also display their calendar on the OPAC homepage; use the **Widget Layout** page to select the **Google Calendar Events** widget and then enter the integration code on the **Design Settings** page (shown below).

Design Settings					
	Save		?		
Template Settings					
Widget Layout:	Edit Widget Layout				
Item Usage For What's Hot Must Be Greater Than:	1		Evente		
Days In The Past To Show What's Hot:	30		Lvenia		
Days In The Past To Search For What's New:	60	T	oday		
Days In The Future To Show Upcoming Events:	365		Monday,	November 28	
	<iframe <="" src="https://calendar.google.com/calendar/embed?</td><td></td><td>9:00am</td><td>Lessons in Self-Care</td><td></td></tr><tr><td></td><td>height=600&wkst=1&ctz=America%2FChicago&bgcolor=%23fffff&color
=%23039BE5&color=%23D81B60&src=mainpubliclibrary@gmail.com" td=""><td></td><td>1:00pm</td><td>Lunch and Literature</td><td></td></iframe>		1:00pm	Lunch and Literature	
Google Calendar Integration Code:	style="border:solid 1px #777" width="800" height="600" frameborder="0" scrolling="no">		1:00pm	Study of American Ballet	
	<i>li</i>		6:00pm	Early English Literature	
	Preview		Tuesday,	November 29	
			11:00am	Adventures in Articles	-
				+ GoogleCalen	dar

Gallery Features

Search Bar Filter

This redesign allows patrons to narrow their search right away. Patrons can use the drop-down on the left to select a criteria such as *Title, Author, Subject, Series Title,* etc. and then enter their search term.



Using the **Remote Search Widget Setup** page, you can add a search field to your library's website allowing patrons to initiate a catalog search directly from there.

Patron Savings Widget

You can now add this unique widget to your OPAC homepage which displays patron savings based on the cost of items that have circulated in your library over the last 365 days.



Faceted Searching Options

With facets, Gallery provides your patrons a unique way of searching. As the librarian, you can use the **Display Faceted Results** drop-down list (**Searching** page) to enable either **Basic** or **Advanced** options.

Basic facets allow patrons to browse by established terms in your catalog rather than generic terms leading to more accurate and complete results. For example, if you search for *fantasy*, you may see a facet for *Lord of the rings*; clicking that will get results with facets specific to that series.



With **Advanced** facets, results are reorganized into categories making it easier for patrons to browse their results efficiently. For example, if you search for *fantasy* and then click **Topics**, you may see carousels for *Fantasy*, *Magic*, etc.; these match subject headings in your item records.



Study Programs Media Tab

Adding this tab allows your patrons to narrow their search results and find items with study program information. Results are filtered by the first service in your list and show reading levels, points, etc.

- 1. Click Administration from Atriuum's Menu Bar, and then click OPAC.
- 2. Click **Searching**.
- 3. Click Edit Media Types.
- 4. Click Add Study Programs Tab.

	Add/	Edit Media 1	ypes				
							•
	⊿⊽	Tab Name Books	Subtabs	Material Types Book	,	Actions Edit Delete	
		eBooks Audio Movies	ebooks	eBook Audiobook Blu-ray, DVD, Film reel	1	Edit Delete Edit Delete Edit Delete	
	∆⊽ ∆⊽	Music Magazines		Music CD, ZCD Serials	I	Edit Delete Edit Delete	
		Manga Community		Groups, Events	I	Edit Delete Delete	
			Ac	ld Tab Add Study Programs T	āb		
	ĥ						-
Key	word	magic					۹
All	Book	cs eBooks	Audio Movi	ies Music Magazines	Manga St	udy Programs	Community
Acc	elerate	ed Reader	Reading Counts				
Sort b	y: Rele	evance		See Results From Other Lib	raries	Results: 104	
7	t all	Magic	A Tale of Ma Colfer, Colfer Book	agic			
- Collins	CHRIS		"When Brystal Eve book that introduc is a fairy capable from reading and to the miserable B Madame Weather	rgreen stumbles across a sec res her to a world beyond her of magic! But in the oppressiv magic is outlawed, so Brystal ootstrap Correctional Facility, berry, Brystal is whisked away	cret section of the imagination and re Southern King is swiftly convic . But with the hel and enrolled in	e library, she dis learns the impo dom, women are ted of her crime p of the mysteri an academy of i	covers a ossible: She e forbidden is and sent ous magic!
FIC	copy ava Col	ailable at Eas	st Branch				
٨٥	celera	ated Reade	r: 6.3 Reading Le	vel 18 Points MG			
						_	



If you only use a single study program, its name will display as a tab option instead.

Dynamic Lists

With this feature, you can set up custom filters in Atriuum that Gallery uses to display matching catalog items (in real time). For example, if you create a list called *YA Series*, whenever the library acquires new titles from a young adult series, they will automatically be included in the list, saving you from adding them manually. Use the steps below to add a new filter:

- 1. Click Administration from Atriuum's Menu Bar, and then click OPAC.
- 2. Click **Design Settings**.
- 3. Under Showcase Settings, click Edit next to Create And Manage Dynamic Lists.

Create And Manage Dynamic Lists: Edit

- 4. Click Create.
- 5. Enter the name and description.
- 6. Select the **Publish** check box so you can post the list in OPAC.
- 7. Use the drop-down lists to narrow results by material type, age group, and report class.
- 8. Click the Series Items Only check box if you want to limit results to series.
- 9. Use the drop-down list to specify how recently items were added.
- 10. Enter keywords if you need to narrow the list based on subject.
- 11. If you only want to include popular items, enter a higher number for item usage. For example, you might enter *2* if you only want to include items checked out twice or more.
- 12. Click Save.

Edit Dynamic List		
Name:	YA Series	
Description For Results Header:	YA Series	
Publish:		
Material Type:	Book 🗸	
Age Group:	Young Adult 🗸	
Item Report Class:	Fiction V	O Dynamic Lists
Series Items Only:		can be added to
Items Added Within Keywords: Item Usage:	6 Months Greater Than Or Equal To 2	the Showcase or as standalone List widgets.
YA SERIES	THE BALLAD OF SONGBIRDS AND SNAKES NO SNAKES UZENNE COLUM	

Topic Pages

When you click a dust jacket from the homepage or search results, details for that item display organized by tab. Click a topic chip on the **Overview** tab or click **See More** on the **Similar** tab to open a topic page with additional information and matching library items.

← BACK TO RESULTS	The lost hero Rick Riordan				Г						
	1 copy available at East Brand Overview Copies	ch Bibliographic Info	Similar	Reviews	Snapshot	Overview	Copies	Bibliographic Info	Similar	Reviews	Snapshot
ESERVE	Call Number: Format: Age Group: Series: Topics: Jason, Piper, and Leo, three stu they learn that they are demigo herself.	FIC Rio Book Children The Heroes of Olympus ; E Mythology, Greek-Fictic Gaia (Greek deity)-Ficti udents from a school for 'bad ads and begin a quest to free I	Bk 1 Hera (Greek on Monsters- kids,* find themse Hera, who has bee	k deity)-Fiction Fiction elves at Camp Half	-Blood, where Aother Earth	The Her © Series Figure 600 Figure 6000 Figure 600 Figure 600	roes of C	Diympus ;	THE MARK		SEE MORE

If you enable **Advanced** facets, you will see chips for subjects, authors, and series above search results. Click a chip to see carousels of related items; click **See More** to open a topic page.



Branding

You can now change Gallery's primary and secondary colors to match your library's branding.

- 1. Click **OPAC** from Atriuum's **Menu Bar**, or click **Make Inline Edits In Gallery** on the **Design Settings** page.
- 2. Click the palette icon in the bottom right corner.
- 3. On the pop-up that displays, select your primary and secondary colors by entering the hex code (recommended); if you are unsure about those values, you can click the swatch and use the eyedropper tool to find matching colors.
- 4. Click Save.



If you would like assistance branding your Gallery to confirm that it meets accessibility standards or to make it look professional, contact Technical Support.

Donor Information

If someone donated an item, their organization/name is pulled from the holding record and displays on the **Copies** tab.



Series Title on History Tab

Patrons signed into Gallery can view *Series Title* information in their check out history (requires the **Allow Patrons To View Circulation History From OPAC** patron accounts setting).

ł	Hello	, Ryan					SIGN OUT
Dashb	oard	Fines	My Lists	Watching	Community	Account History	
	Title				Author	Series Title $ \psi$	Checked Out On
	The Las	t Kids on Ear	th and the Night	tmare King	Brallier, Max,	The last kids on Earth ;	1-14-2024
	The Mee	dusa Plot			Korman, Gordo	n. The 39 clues: Cahills vs. Vespers ;	4-15-2024
	Dragon	Pearl			Lee, Yoon Ha,	Rick Riordan presents	6-22-2024
	Addison	the April Foo	ol's Day fairy		Meadows, Dais	sy, Rainbow magic.	1-8-2024
	The Bod	ly in the Libra	ry : A Miss Mar	ole Mystery	Christie, Agath	a, Queen of mystery.	2-9-2024

To quickly sort history, simply click any heading. In the image above, the patron's check out history has been sorted alphabetically by the series title.

What's New in Atriuum 15.1

Embedding Book Lists

You can embed any published list as a carousel to promote selected items on your library's website. Patrons can click a dust jacket to open item details in Gallery.

There are two ways to find the code you need: use the button on the **Edit Book List** page in Atriuum or the button on the **Lists** page in Gallery (steps below).

- 1. Log on to Atriuum, and click **OPAC** from the **Menu Bar**.
- 2. Click the menu icon, and then click **Lists**.
- 3. Select your list, and then click **Embed**; a pop-up displays with instructions on how to copy/paste the code to your website.



Ability to Disable Children's Interface

Gallery comes with two interface choices specifically targeted towards children - **Quilt** (default) and **KidZviZ**, accessible from Gallery's homepage menu. However, you can disable both from displaying in OPAC.

- 1. Click Administration from Atriuum's Menu Bar, and then click OPAC.
- 2. Click Design Settings.
- 3. Next to **Catalog Default**, use the drop-down list to select **None**.
- 4. Click Save.



Gallery Help

Patrons can now access Help topics for Gallery using a link from the left menu. These cover key features including searching, reserves, accounts, etc.



Report Filters

Additional filters in Atriuum help you narrow your report results to find what you need.

Patron Filters

Use the options showcased below to find patrons that applied for library cards online if you need this information for statistical purposes. You can also find records that do not have a saved password (blocking their access to OPAC) and reassign them a generic one using the **Reclassify Patrons** page (covered earlier).

reate Filter		
Patron Name 🗸	Contains Phrase	
Patron Barcode 🗸 🗸	Contains Phrase	
Patron Circulation Class Equals	ny Patron Circulatior	n Class 🗸
Patron Report Class Equals Any	Patron Report Class	~
Patrons Who Have Items Out		Patrons Who Have Items Overdue
Patrons Who Have Fines		Patrons Who Need Barcodes Printed
Patrons Who Have Fines For	Lost Items	Patrons Who Have Items On The Reserve Shelf
Patrons Whose Cards Have E	xpired	Patrons Who Requested Library Cards Online
	assword	
Patrons Who Have Items Overdue Be	tween 🖌	And Days
atrons Who Have Not Been Modified S	ince	
Patrons Who Have Not Had Actions Sin	e	

Item Filters

A *Keyword* option has also been added to multiple bibliographic and holdings reports. This allows you to replicate search results from OPAC and is particularly useful when creating book lists to showcase.

Create Filter		
Keyword	Contains Phrase	
Author's Name	Contains Phrase	
Copyright	Contains Phrase	
	Number Of Copies Equals	
	Material Type Equals Any Material Type	~
	Age Group Equals Any Age Group	~
Show Temporar	y Items Only	

Revamped Downloads Page

Along with online Help, the **Downloads** page in Atriuum provides helpful resources for understanding and using Atriuum. All instructional documents are now listed on a single Help topic: **Atriuum Handbooks**.

- 1. Click Administration from Atriuum's Menu Bar, and then click Library.
- 2. Click Downloads.
- 3. Click View Document List.
- 4. Click a title to open the PDF.

Downloads		
	Co Pock	
	Go Back	
Last Automated Backup	File Link	Description
Generated on 04/24/2024 01:20:34 PM	Main Street Public Library Backup	Backup Available For Download To Another Location
Pasources	File Link	Description
Atriuum Handbooks	View Document List	Instructional RDEs Available For Download
License Agreement		New Users Must Accent The License Agreement
Special Barcodes	SpecialBarcodes ndf	Barcodes Designed To Navigate Circulation
opecial barcodes	special baroodes.put	Barcoucs Designed to Navigate Circulation
Tutorials	Link	Description
Atriuum eLearning Series	View Video Library	Videos Covering A Wide Range Of Topics For Atriuum Features
-	-	
Receipt Printer	File Link	Description
BSI Slip Printer Installer	BSI Slip Printer.msi	Utility To Print Circulation Receipts, Fine Receipts, And Open Cash Drawer
Utility Name	File Link	Description
Windows Offline Circulation Setup (v1.2)	WindowsOfflineCirculationSetup.exe	Windows Offline Circulation Tool
macOS Offline Circulation Setup (v1.2)	macOSOfflineCirculationSetup.pkg	macOS Offline Circulation Tool
Windows Import Patron Pictures Setup (v1.0)	WindowsPatronPicturesImport.exe	Windows Import Tool For Patron Pictrues
macOS Import Patron Pictures Setup (v1.0)	macOSPatronPicturesImportSetup.pkg	macOS Import 1001 For Patron Pictures



Interlibrary Loan (requires license)

Creation Date and Reserve Details on Patron Request

This enhancement allows you to view when an ILL request was created as well the related reserve information from the **Patron Request** page.

Defense Manual	Line Orean	
Patron Name:	Lisa Green	
Patron Report Class:	Adults	
Patron Circulation Class:	Adults	
Birtil Date.	0//02/1900	
Card Expires.	10/09/2025	
Contact Preference:	Email	
Email:	atriuumpatron@gmail.com	
Mobile Phone:	15555554321	
Home Phone:		
Work Phone:		
Fax Phone:		
	Review This Patron	
Request Details		
Request Details Title:	The Heiress	Search My Atriuum
Request Details Title: Author:	The Heiress Rachel Hawkins	Search My Atriuum
Request Details Title: Author: ISBN:	The Heiress Rachel Hawkins	ৎ Search My Atriuum ৎ Search My Atriuum
Request Details Title: Author: ISBN: Material Type:	The Heiress Rachel Hawkins Book	Search My Atriuum Search My Atriuum
Request Details Title: Author: ISBN: Material Type: Request Date:	The Heiress Rachel Hawkins Book 03/29/2024	ৎ Search My Atriuum ৎ Search My Atriuum
Request Details Title: Author: ISBN: Material Type: Request Date: Worker:	The Heiress Rachel Hawkins Book 03/29/2024 PatronWorker	ৎ Search My Atriuum ৎ Search My Atriuum
Request Details Title: Author: ISBN: Material Type: Request Date: Worker: Reserve Item:	The Heiress Rachel Hawkins Book 03/29/2024 PatronWorker Yes	ৎ Search My Atriuum ৎ Search My Atriuum
Request Details Title: Author: ISBN: Material Type: Request Date: Worker: Reserve Item: Branch:	The Heiress Rachel Hawkins Book 03/29/2024 PatronWorker Yes East Branch	ৎ Search My Atriuum ৎ Search My Atriuum
Request Details Title: Author: ISBN: Material Type: Request Date: Worker: Reserve Item: Branch: Pick Up At:	The Heiress Rachel Hawkins Book 03/29/2024 PatronWorker Yes East Branch East Branch	ৎ Search My Atriuum ৎ Search My Atriuum
Request Details Title: Author: ISBN: Material Type: Request Date: Worker: Reserve Item: Branch: Pick Up At: Other Info:	The Heiress Rachel Hawkins Book 03/29/2024 PatronWorker Yes East Branch East Branch East Branch	ৎ Search My Atriuum ৎ Search My Atriuum

The request date also displays on Atriuum's check out screens and the **Review Patron** pages.

Material Type on Receive Item

When cataloging borrowed ILL items, you can now specify their material type (book, DVD, etc.). This is helpful when you need to remind patrons of the items they need to return.

	ecolu			
Barcode:	next available		Call No. Prefix:	TEMP
Barcode Type:	ILL Barcodes	*	Call No.:	DVD Won
Title:	Wonka			
Author:			Call No. Suffix:	
ISBN:			Lending Library:	Sunnyville Public Library
		4	Lending Barcode:	ILL00080
UPC:		1		
Material Type:	DVD	~		
Item Circulation Class:	ILL Items	~		
Item Report Class:	ILL Materials	~		
Cost:		1		
Remove Record After Ch	eck In: 🗹	-		
		Create Re	ecord	
OR				

ILL Report Updates

Additional Columns in Patron Requests

The **Request Date** and **Worker** columns now display by default; keep in mind that the *PatronWorker* refers to requests made by patrons via OPAC.

List Of Patron Requests										
23 Result(s) Found. Displaying Results 1 - 10										
Edit This Report Email Report Printable Version Export Report As CSV Export Report As Text Export Options										
1 [2] [3] Next >										
Action	Line #	Patron Name	Title	Author	ISBN	Status	Request Date	Worker		
View	1	Cotton, Rosie	Where the Red Fern Grows	Wilson Rawls	9780440412670	Pending	09/20/2024	Lana		
View	2	Baker, Eva	When we fell apart	Soon Wiley	9780593185148	ILL In Progress	12/27/2024	PatronWorker		
View	3	Anderson, Becky	What lies between us	John Marrs	9781542017022	Pending	08/10/2024	PatronWorker		
View	4	Davis, Ashley	Wanderlove	Kirsten Hubbard	9780385739375	ILL Received	08/03/2024	Maggie		

- 1. Click ILL from Atriuum's Menu Bar. Under Reports, click Patron Requests.
- 2. Click Generate Report.

ILL Actions in Worker History

You can now track worker actions related to ILL in the **History** report; you must have the **View History For Worker Logged On** worker permission enabled to run a report of your own actions. To see other staff members' actions, you must also have the **View History For All Workers** permission enabled.

History									
Report Results For: Date of Action is greater than or equal to "04/25/2024" AND Date of Action is less than or equal to "04/25/2024" 12 Result(s) Found. Displaying Results 1 - 10									
Edit This Report Email Report Printable Version Export Report As CSV Export Report As Text Export Options									
1 [2] Next >									
Line # Title Author's	Holdings Barcode	Patron Name	History Action Comment	Date of Action	History Action	Worker Name	History Branch		
1		Crane, Melody	Patron ILL Request Deleted ('The Seven Year Slip')	04/25/2024 11:13:31 AM	Delete ILL Patron Request	Maggie	East Branch		
2		Wang, Lily	Tagged For Purchase ('Pineapple Street ')	04/25/2024 11:12:42 AM	Patron ILL Request Status	Maggie	East Branch		
3		Wang, Lily	Update ILL Patron Request ('Tom Lake')	04/25/2024 11:11:32 AM	Edit ILL Patron Request	Maggie	East Branch		
4				04/25/2024 11:09:13 AM	Log On	Maggie	East Branch		

- 1. Click **Reports** from Atriuum's **Menu Bar**. Under **Administration**, click **History**.
- 2. Click Generate Report.

Acquisitions Workflow Changes (requires license)

When *ILL requests* are tagged for purchase, Atriuum automatically creates a corresponding Acquisitions request that can be added to a purchase order.

ron Request		
ron Name:	Lily Wang	
ron Report Class:	Adults	
ron Circulation Class:	Adults	
h Date:	10/24/1999	
d Expires:	05/16/2026	
ntact Preference:	Email	
ail:	atriuumpatron@gmail.com	
bile Phone:	15555551223	
ne Phone:	555-555-1222	
rk Phone:		
Phone:		
	Review This Patron	
Request Details		
Title:	The Ferryman	Search My Atriuum
Author:	Justin Cronin	Search My Atriuum
ISBN:	9780525619475	Search My Atriuum
Material Type:	Book	· · · · · · · · · · · · · · · · · · ·
Request Date:	03/24/2024	
Worker:	Maggie	
Reserve Item:	Yes	
Branch:	East Branch	
Pick Up At:	East Branch	
Other Info:		
	Edit Request Details	
Request Status		
Current Status:	Tagged For Purchase	
Change Request Stat	us: Reset To Pending Assign To ILL Rec	teived From ILL Returned To ILL Lender Reject Request Delete Request

	not been cataloged.			
Request Number	: 380			
Title:	The Ferryman			
Author:	Justin Cronin		Edit This Request	
Publisher:			Mark Reviewed	
Place Of Publication:			LINK TO Bibliographic Record	
Material Type:	Book			
LCCN:		UPC:	Create Brief Record	
ISBN:	9780525619475	ISSN:		
Edition:		Publisher/Distributor Number	Merge Request With Another	
Requested By:	Lily Wang			
Request Status:	Under Consideration	Total Cost:	\$0.00 Approve Request	
Requested On:	04/25/2024	Per Item:	\$0.00 Reject Request	
Discount:	0%	Number Of Copies:	1	
Notes:				
Funding:				
Branches:	Main Library (1)			
Current Or	der			
		An end and an		
This reques	t has not been added	to an order.		
This reques Add To New	t has not been added Order	to an order.		
This reques Add To New Add To Pen	t has not been added Order ding Order PO 1692	to an order.		
This reques Add To New Add To Pen	t has not been added Order ding Order PO 1692	to an order.		
This reques Add To New Add To Pen Requestor	t has not been added Order ding Order PO 1692	to an order.		
This reques Add To New Add To Pen Requestor	t has not been added Order ding Order PO 1692 Info	to an order.	Add Requestor More	
This reques Add To New Add To Pen Requestor	t has not been added r Order ding Order PO 1692	to an order.	Add Requestor More	
This reques Add To New Add To Pen Requestor Requested B	t has not been added r Order ding Order PO 1692 Info By	Type	Add Requestor More Requested On Reserve	
This reques Add To New Add To Pen Requestor Requested E Lily Wang	t has not been added Order ding Order PO 1692 Info	Type Patron	Add Requestor More Requested On Reserve 04/25/2024 Yes	

Click the **View** link to open the acquisitions request.

Additional Updates

- **Print consolidated search results in Gallery using your browser's print options.** This removes any unnecessary white space and helps avoid paper waste.
- **Email verification fields in Canvas and Gallery.** This helps prevent inadvertent errors that may lead to missed notifications.
- Additional card registration fields in Gallery. You can customize the online card application page to include any user defined fields and unique user defined fields that you have set up.
- **Similar tab on item details displays SEE MORE button.** This allows for a streamlined user experience and also adds to Gallery's overall accessibility.
- **Return focus on auto-print.** After reserve shelf and transit receipts are printed, the focus reverts to the barcode field allowing you to seamlessly move on.
- **Time stamp on exported reports.** This allows the spreadsheet tool you use to recognize the applicable date/time data.
- **Renew Link on Edit Patron.** If a patron's card has expired, you can now use the link that displays at the top of the page allowing you to go directly to the relevant field.
- **Improved messages throughout Atriuum and OPAC.** These display directly on the page as errors (red) or warnings (orange) or in pop-ups.
- Acquisitions information on the Patron Information page. This allows you to view all active requests associated with a patron record.
- **Import option for adding records only.** This allows you to add holdings to existing bibliographic records if Atriuum finds a match without overriding bibliographic data; new bibliographic records will be added only if there is no match.

Resources

Online Help is an excellent tool for finding information on how to use any feature in Atriuum.

To access a topic directly related to your current task, click **Help** from the **Menu Bar**, the **Help** icon from the **Toolbar**, or the blue question mark in the upper right corner of administrative pages.

To search for something specific, use the field in the upper right or navigate through the table of contents on the left (matches Atriuum's menu structure).

Atriuum [®] HOME CONT	ACT US	
	Search	Q
Atriuum Help Overview Contact Us	Atriuum Help Overview 🖉 🖨	In this topic: Opening Help Searching Using the Table of Contents
Glossary Librarian Desktop OPAC	Our online documentation is a useful tool for finding details about settings, permissions, options, and features. You can open context-sensitive topics directly from Atrikum, search for	Sending Feedback Is this topic helpful?
Circulation Catalog	a keyword, or navigate through the table of contents to find what you need. Opening Help	
Patrons Reports Administration	OPAC Circulation Catalog Patrons Reports My Reports Administration Search Help	
Search	OPAC Interface: Gallery	



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