



## How to Define Global Limits in Circulation (tab16 99 Line)

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## Introduction

The 99 line of **tab16** defines the global limit on the number of loans and hold requests a patron is allowed to have at a given time.

The global limits definition is available at two levels:

- ☐ A global limit that applies to a sub-library.
- ☐ A global limit that applies to the ADM library.

The 99 line sets a global limit for any type of item. As opposed to the limit you define for a combination of item status and borrower status, the 99 line sets the limit on the number of loans and hold requests a patron with a certain borrower status can have of **any** item status.

You can define the 99 line to relate to a certain borrower status or it can be defined as a global limit relating to all borrower statuses, by using wildcard ##.

## How to Define the 99 Line

The only relevant parameters that need to be taken into account are:

- ☐ Borrower status, column 4.
- ☐ Max number of items, column 12.
- ☐ Max number of hold requests, column 13.

The following line is an example of a 99 line relating to a certain borrower status:

```
16A 99 ## 08 + 00000000 00 + 0000 0000 00000 04 03
```

This line sets a global limit of 4 loans and 3 hold requests for a patron of status 08.

Remember not to leave blank spaces for the other columns but to put in zeroes according to the number of positions in each column except for columns 1, 2, 4, 12 and 13. If you leave blank spaces, the system will not know how to relate to them.

The following is an example of a 99 line relating to all borrower statuses:

```
16A 99 ## ## + 00000000 00 + 0000 0000 00000 04 03
```

In this case it is especially important to fill column 4, borrower status, with wildcards ##.

If you leave this column blank, the system will not know that it should refer the limits set in this line to all borrower statuses.

## 99 line of the ADM library

It is possible to define a 99 line that sets a global limit for the whole ADM library. The limits set in this line will relate to all the sub-libraries that belong to this ADM library.

To set up this line, you should:

- ☐ Define a separate Group ID in tab16 for the ADM library.
- ☐ Enter this Group ID in column 7 in **tab\_sub\_library.lng** in the line that defines the ADM library. Column 7 determines to which group of definitions in **tab16** this ADM library refers.

For example:

The line from **tab16**:

*16D 99 ## ## + 00000000 00 A 0000 0000 00000 05 05*

As explained above, this line can be set with a specific borrower status in column 4, or with ## in column 4 which refers to all borrower statuses.

The line from **tab\_sub\_library.lng**:

*USM50 2 USM50 L USM50*

*16D*

*USM50 ALEPH*

## Setting the Checks for the Global Limits

In order for the system to know to relate to the 99 global limit, you need to set the matching checks in two tables:

- ❑ *tab\_check\_circ*
- ❑ *tab\_hold\_request*

### **tab\_check\_circ**

**tab\_check\_circ** enables the system to check for the global limits relating to the number of loans a patron is allowed.

There are two checks defined for the global limit:

*4\_b: check borrower loan limits (99 line)*

and

*4\_c: check borrower loan limits (99 line) - total for ADM*

These checks should appear in the LOAN section of the **tab\_check\_circ** table.

For example:

```
LOAN      check_circ_4_a
LOAN      check_circ_4_b
```

Without these settings, the system will not check for global limits.

### **tab\_hold\_request**

**tab\_hold\_request** enables the system to check for the global limits relating to the number of hold requests a patron is allowed.

There are two checks defined for the global limits:

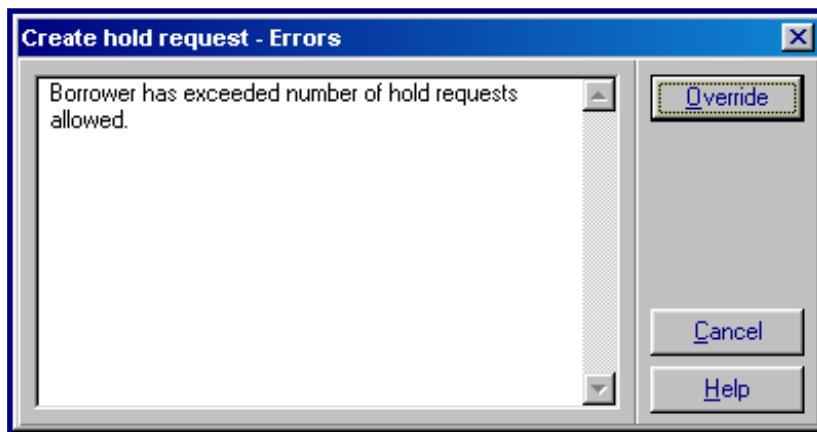
**check\_hold\_request\_q** (check for max number of hold requests for the  
sub-library)

and

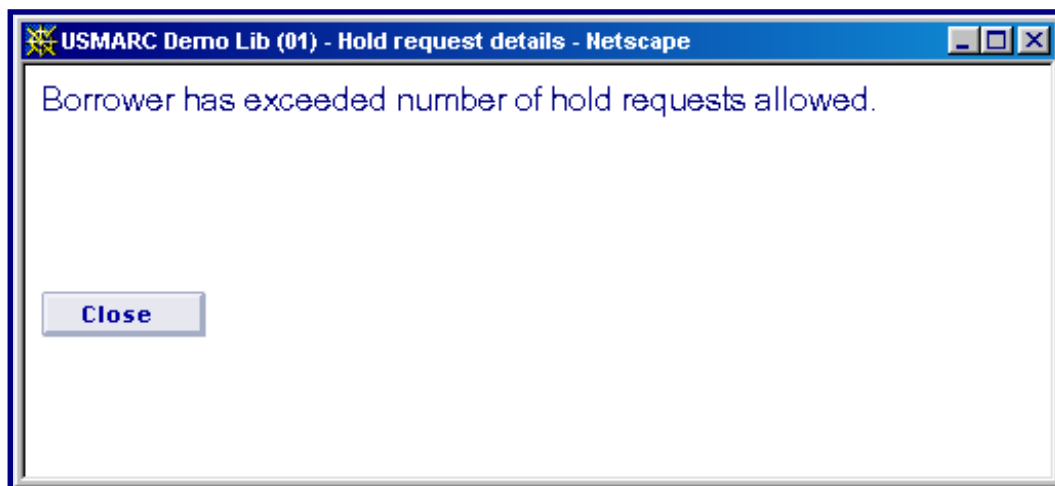
**check\_hold\_request\_t** (check for max number of hold requests for the  
ADM library)

These checks are relevant in sections CIRC and POST. The checks for placing a hold request in the Circulation client are in CIRC. The checks for placing a hold request in the Web OPAC are in POST.

If a patron tries to place a hold request in the Circulation client and has exceeded his allowed number of hold requests, the following screen will appear:



A similar message appears when the patron tries to place the request in the Web OPAC:



**Note:**

The 99 line global limits do not apply when dealing with short loan items. When placing a hold request for a short loan item in the Web OPAC, the time slots window does not check the limits that were placed in the 99 lines.

The only way to create a limit for these items is to define a line with the item status (with or without the borrower status). Defining a line with ## will create a limit only for this specific item status on the sub-library level.