



**How to use UTIL S/3
(Advanced Library Statistics DBS)**

Release 14.2 and higher

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1 When to run these utilities

You should run the UTIL S/3 utilities if you need to produce detailed statistical evaluation for the Circulation and Acquisition modules. All the procedures are based on the German Library Statistics (DBS).

2 How to call up the programs

From PowerTerm, select UTIL S/3. The following options appear:

- UTIL S/3. **Advanced library statistics (DBS)**
 - UTIL S/3/1 - Use statistics
 - UTIL S/3 1/1 - Active users
 - UTIL S/3 1/2 - Loans, renewals, overdues, holds
 - UTIL S/3/2 - Acquisitions statistics
 - UTIL S/3 2/1 - Stocks and accession
 - UTIL S/3 2/2 - Withdrawals
 - UTIL S/3 2/3 - Expenditure
 - UTIL S/3 2/4 - Acquisition method
 - UTIL S/3 2/5 - Periodicals
 - UTIL S/3 2/6 - Subjects
 - UTIL S/3 2/7 - Textbook-Collection
 - UTIL S/3 2/7/1 - Stocks and accession
 - UTIL S/3 2/7/2 - Withdrawals
 - UTIL S/3 2/7/3 - Expenditure

The lib_batch must be executed to get the results of these procedures

3 Location of the output files

You can find the files in directory \$data_print of your library. The name of the output file takes the form of util_s_03_nn_n.<process-number>.

4 tab_dbs.<lng>

You configure the setup of the UTIL/S/3 routines i in the tab_dbs.<lng> table. You create the table in the \$data_tab directory. ALEPH uses the file name together with a file extension indicating the language according to the CON_START parameter in the prof_library table.

4.1 Setup

Parameter in tab_dbs.<lng>, col.1	Values in tab_dbs.<lng>, col.2	Description in tab_dbs.<lng>, col.3	Used by UTIL S/3/
REPORT-BEGIN	Begin of reference period, format YYYYMMDD (can also be put in online)	NA	all
REPORT-END	End of reference period, format YYYYMMDD (can also be put in online)	NA	all
CHECK-SL-CODE	Sub-Library-codes	Description for Sub-Library	all
CHECK-EXT-BOR	Status for external users	NA	1/1
SUSPEND- PROCESS-STA	Item-process-status that should be ignored	NA	2/1, 2/4, 2/6, 2/7/1 and 2/7/3
SUSPEND-Z30- MATERIAL	Item-material, that should be ignored	NA	2/1, 2/2, 2/3, 2/4, 2/6 and 2/7/x
CHECK-WITHD- STA	Item-process-status for withdrawals	NA	2/1, 2/2 and 2/7/2
CHECK-BINDING	Budget-type for binding	Description for budget	2/3
CHECK-E- MATERIAL	Order material type for electronic media	NA	2/3 and 2/5
CHECK- EXTERNAL-FUND	Budget type for external funds	Description for budget	2/4
CHECK-GIFT- FUND	Budget types for gifts	NA	2/4
CHECK-REPRINT	Value from ITEM- STATISTIC-3 to identify reprints	Description	2/4
CHECK- FOREIGN-MAT	Value from ITEM- STATISTIC-2 to identify foreign material	Description	2/4
CHECK-SERIES	Order material type for series	Description	2/4
SUSPEND-Z68- MATERIAL	Order material type that should be ignored	NA	2/3, 2/4, 2/6 and 2/7/3
CHECK-METHOD- ACQ	Methods of acquisitions	Description	2/4

Parameter in tab_dbs.<lng>, col.1	Values in tab_dbs.<lng>, col.2	Description in tab_dbs.<lng>, col.3	Used by UTIL S/3/
CHECK-PURCH-METHOD	Method of acquisitions to identify purchases	NA	2/5 and 2/6
SUSPEND-LOOSE-MAT	Order material type to identify loose material	NA	2/5 and 2/6
SUSPEND-GIFT-METHOD	Method of acquisitions to identify	NA	2/7/3
SWITCH-COLL-STAT	Switch for Textbook-collection 0= Z30-ITEM-STATUS (default) 1=Z30-COLLECTION	NA	2/7/x

4.2 Example

```

!          1                      2                      3
!!!!!!!!!!!!!!!!!!!!!!!!!!!!-!!!!!!!!!!!!!!!!!!!!!!!!!!!!-
!!!!!!!!!!!!!!!!!!!!!!!!!!!!
REPORT-BEGIN          20000101
REPORT-END            20011231
CHECK-SL-CODE         USMA1          Sub-Library 1
CHECK-SL-CODE         USMA2          Sub-Library 2
CHECK-SL-CODE         USMA3          Sub-Library 3
CHECK-EXT-BOR         01
SUSPEND-PROCESS-STA   LL
SUSPEND-Z30-MATERIAL ISSUE
CHECK-WITHD-STA       IP
CHECK-BINDING         SPE            Binding budget
CHECK-E-MATERIAL      E
CHECK-EXTERNAL-FUND   EXT            External fund
CHECK-GIFT-FUND       GIFT
CHECK-REPRINT         r              Reprints
CHECK-FOREIGN-MAT     a              Foreign mat.
CHECK-SERIES          S              Series
SUSPEND-Z68-MATERIAL R
CHECK-METHOD-ACQ     E              Exchange
CHECK-METHOD-ACQ     G              Gift
CHECK-METHOD-ACQ     P              Purchase
CHECK-METHOD-ACQ     D              Duty
CHECK-PURCH-METHOD   P
SUSPEND-LOOSE-MAT     L
SUSPEND-GIFT-METHOD  G
! 0 = Z30-ITEM-STATUS, 1 = Z30-COLLECTION
SWITCH-COLL-STAT      0              Status

```

5 How to Adapt Forms

The forms that are used for the output-files are placed in directory form_<lng>. The system uses the directory name, together with a file extension indicating the language according to the CON_START parameter in the prof_library table.

You can adapt these forms.

Program	Form
A. Active users (UTIL S/3/1/1)	dbb-activ-user-00
B. Loans, renewals, overdue, holds (UTIL S/3/1/2)	dbb-event-00
C. Stocks and accession (UTIL S/3/2/1)	dbb-stock-accession-00
D. Withdrawals (UTIL S/3/2/2)	dbb-withdrawal-00
E. Expenditure (UTIL S/3/2/3)	dbb-expenditure-00
F. Acquisition method (UTIL S/3/2/4)	dbb-acquisition-00
G. Periodicals (UTIL S/3/2/5)	dbb-periodical-00
H. Subjects (UTIL S/3/2/6)	dbb-subject-00
I. Textbook-Collection / Stocks and accession (UTIL S/3/2/7/1)	dbb-collection-00
J. Textbook-Collection / Withdrawals (UTIL S/3/2/7/2)	dbb-collection-withdrawal-00
K. Textbook-Collection / Expenditure (UTIL S/3/2/7/3)	dbb-collection-acq-00

Placeholders:

A. dbb-activ-user-00

\$001 - Date

\$030 - Sub-Library

\$031 - Active users / Sub-Library

\$032 - Active external users / Sub-Library

\$090 - Reference period from

\$091 - Reference period to

\$092 - Active users in total

\$093 - External active user in total

B. dbb-event-00

\$001 - Date

\$030 - Loans / Sub-Library

\$031 - Renewals / Sub-Library

\$032 - Auto. renewals / Sub-Library

\$033 - Hold requests / Sub-Library

\$034 - Overdue notices / Sub-Library

\$090 - Reference period from

\$091 - Reference period to

\$092 - Sub-Library

C. dbs-stock-accession-00

\$001 - Date
\$030 - Material-type
\$031 - Accessions
\$032 - Stocks
\$090 - Reference period from
\$091 - Reference period to
\$092 - Sub-Library

D. dbs-withdrawal-00

\$001 - Date
\$030 - Material-type
\$031 - Withdrawals / Material-type
\$090 - Reference period from
\$091 - Reference period to
\$092- Sub-Library
\$093 - Withdrawals in total / Sub-library

E. dbs-expenditure-00

\$001 - Date
\$030 - Sub-Library
\$031 - Expenditures / Sub-Library
\$032 - thereof for electr. media
\$040 - Binding-budget
\$041 - Expenditures / Binding-budget
\$090 - Reference period from
\$091 - Reference period to
\$092 - Expenditures in total
\$093 - thereof for binding

F. dbs-acquisition-00

\$001 - Date
\$030 - Method of acquisition
\$031 - Accessions / Method of acquisition
\$032 - Expenditures / Method of acquisition
\$041 - Accessions / Sub-Library
\$042 - Expenditure / Sub-Library
\$050 - Description for reprints
\$051 - Accessions / Reprints
\$052 - Expenditures / Reprints
\$053 - Description for foreign material
\$054 - Accessions / Foreign material
\$055 - Expenditures / Foreign material
\$056 - Description for series
\$057 - Accessions / Series
\$058 - Expenditures / Series

\$060 - Description for external budget
\$061 - Accession for external budget
\$062 - Expenditures for external budget
\$090 - Reference period from
\$091 - Reference period to
\$092 - Sub-Library

G. dbs-periodical-00

\$001 - Date
\$030 - Currently subscribed periodicals
\$031 - thereof purchase-periodicals
\$032 - thereof electronic papers
\$033 - Expenditures for subscribed periodicals
\$034 - New subscribed periodicals
\$035 - thereof new purchase-periodicals
\$036 - thereof new electronic papers
\$037 - Cancelled periodicals
\$038 - thereof cancelled purchase-periodicals
\$039 - thereof cancelled electronic papers
\$090 - Reference period from
\$091 - Reference period to
\$092 - Sub-Library

H. dbs-subject-00

\$001 - Date
\$030 - Subject
\$031 - Expenditures in total / Subject
\$032 - thereof for books
\$033 - thereof for periodicals
\$034 - Accessions books / Subject
\$035 - Accessions periodicals / Subject
\$090 - Reference period from
\$091 - Reference period to
\$092 - Sub-Library

I. dbs-collection-00

\$001 - Date
\$030 - Item status resp. collection
\$031 - phys. stocks
\$032 - Stocks per %
\$033 - Title-stocks
\$034 - Accessions
\$090 - Reference period from
\$091 - Reference period to
\$092 - Sub-Library
\$093 - Description for selection (status or collection)

J. dbs-collection-withdrawal-00

\$001 - Date

\$030 - Item status resp. collection

\$031 - Withdrawals

\$090 - Reference period from

\$091 - Reference period to

\$092 - Sub-Library

\$093 - Description for selection (status or collection)

K. dbs-collection-acq-00

\$001 - Date

\$030 - Item status resp. collection

\$031 - Expenditures

\$090 - Reference period from

\$091 - Reference period to

\$092 - Sub-Library

\$093 - Description for selection (status or collection)