

Voyager[®] InterCircTM - INN-Reach User's Guide

July 2011



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About This Document

Purpose

This document provides the following.

- A description of Voyager InterCircTM INN-ReachTM.
- Instructions for customizing Voyager InterCirc INN-Reach to meet your requirements.

Intended Audience

This document is intended for Voyager[®] customers who have a requirement to do the following.

- Loan Voyager database items to non-Voyager (consortium) patrons
- Circulate items available through the INN-Reach Union Catalog database to local Voyager patrons

This document is written for a more technical audience responsible for the following.

 Setup of configuration parameters for circulation of Voyager items to non-Voyager (consortium) patrons associated with the INN-Reach Union Catalog

- Setup of configuration parameters for circulation of INN-Reach Union Catalog database items to local Voyager patrons
- Review/analysis of message logs as needed

Reason for Reissue

This manual is being reissued for the following reasons:

- Updated the Ex Libris information throughout the guide
- Updated the guide formatting
- Updated the <u>Document Reproduction/Photocopying</u> and <u>Comment on This</u> Document sections

How to Use This Document

This document consists of the following:

Chapter 1 "Getting Started"

Chapter 1 provides information about prerequisite skills and/or knowledge required for working with Voyager InterCirc - INN-

Reach and a brief overview of preparatory tasks.

Chapter 2 "Configuring and Running Voyager InterCirc - INN-Reach"

Chapter 2 provides information about configuring and running

Voyager InterCirc - INN-Reach.

Index The Index is an alphabetical, detailed cross-reference of topics.

Conventions Used in This Document

The following conventions are used throughout this document:

- Names of commands, variables, stanzas, files, and paths (such as /dev/tmp), as well as selectors and typed user input, are displayed in constant width type.
- Commands or other keyboard input that must be typed exactly as presented are displayed in constant width bold type.
- Commands or other keyboard input that must be supplied by the user are displayed in constant width bold italic type.
- System-generated responses such as error messages are displayed in constant width type.

- Variable *portions* of system-generated responses are displayed in *constant width italic* type.
- Keyboard commands (such as Ctrl and Enter) are displayed in bold.
- Required keyboard input such as "Enter vi" is displayed in constant width bold type.
- Place holders for variable portions of user-defined input such as 1s -1 filename are displayed in italicized constant width bold type.
- The names of menus or status display pages and required selections from menus or status display pages such as "From the Applications drop-down menu, select System-wide," are displayed in bold type.
- Object names on a window's interface, such as the **Description** field, the OK button, and the **Metadata** tab, are displayed in **bold** type.
- The titles of documents such as *ENCompass Web Client User's Guide* are displayed in *italic* type.
- Caution, and important notices are displayed with a distinctive label such as the following:

NOTE:

Extra information pertinent to the topic.



IMPORTANT:

Information you should consider before making a decision or configuration.



CAUTION:

Information you must consider before making a decision, due to potential loss of data or system malfunction involved.



TIP:

Helpful hints you might want to consider before making a decision.

RECOMMENDED:

Preferred course of action.

OPTIONAL:

Indicates course of action which is not required, but may be taken to suit your library's preferences or requirements.

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Getting Started

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Getting Started

1

Introduction

Voyager InterCirc - INN-Reach provides the following capabilities.

- Circulation of INN-Reach Union Catalog items to local Voyager patrons
- Circulation of local Voyager items to INN-Reach Union Catalog patrons

Voyager InterCirc - INN-Reach is designed to complement the Voyager Bridge to INN-Reach product by providing circulation services in a consortial environment that incorporates both Voyager and INN-Reach system services. For more information about Voyager Bridge to INN-Reach, see *Voyager's Bridge to INN-ReachTM User's Guide*.

This chapter describes some of the considerations and preparations for customizing and using Voyager InterCirc - INN-Reach.

Purpose of this Chapter

This chapter's purpose is to provide information about prerequisite skills and/or knowledge required for working with Voyager InterCirc - INN-Reach and a brief overview of preparatory tasks.

Prerequisite Skills and Knowledge

To use this document effectively, you need knowledge of the following.

- Microsoft[®] Interface navigation.
- UNIX[®] commands and navigation for working with a variety of files to tailor the configuration files for your requirements.
- Basic knowledge of your Voyager System Administration setup and the INN-Reach Union Catalog system as it relates to processing circulation transactions.

Before You Begin

The installation of Voyager InterCirc - INN-Reach assumes that you have the following installed.

- Voyager (the base product)
- Java Runtime Environment
- Oracle JDBC
- INN-Reach Union Catalog
- Tomcat

Checklist

In preparation for customizing and using Voyager InterCirc - INN-Reach, do the following.

Identify the elements needed to customize the configuration file. See
 <u>Configuring and Running Voyager InterCirc - INN-Reach</u> on <u>page 2-1</u> for
 additional information.

Provided by staff managing the INN-Reach server:

- IP address of the INN-Reach server
- IP port(s) the server uses for INN-Reach services such as record load and update
- INN-Reach site code as specified by the consortium

Jointly decided:

- Default values for item types and item statuses
- Voyager patron naming convention for consortium libraries used for circulating local Voyager items to Union Catalog patrons

- Determine Voyager Policy Group convention for Union Catalog patron IDs
- Common circulation policies
- Mapping options for the following:

Voyager To INN-Reach Patron Type

INN-Reach To Voyager Patron Type

Voyager To INN-Reach Item Type

INN-Reach To Voyager Item Type

Voyager To INN-Reach Status Type

INN-Reach To Voyager Status Type

- Database naming convention
- Determine the timeframe and processing of circulation transactions.

Should transactions with the INN-Reach central server be processed once per day, once per hour, or some other frequency? Should the frequency vary dependent on time of day such as every 15 minutes during busy times and once per hour during slower times?

Configuring and Running Voyager InterCirc - INN-Reach

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Configuring and Running Voyager InterCirc - INN-Reach

Introduction

The Voyager system has the flexibility to circulate items with other non-Voyager systems. Voyager InterCirc - INN-Reach is one option that demonstrates this flexibility.

NOTE:

Voyager InterCirc - INN-Reach complements and runs in combination with Voyager Bridge to INN-Reach, a product that provides the capability to share bibliographic records with the INN-Reach Union Catalog.

Purpose of this Chapter

The purpose of this chapter is to describe the following.

- The basic components of Voyager InterCirc INN-Reach
- How to configure the INNreach.ini file
- How to run the PinnreachCircMsg batch file to exchange and process circulation messages with the INN-Reach central server

Voyager InterCirc - INN-Reach Configuration File

One of the main components of Voyager InterCirc - INN-Reach is the configuration file, INNreach.ini, that is located in /m1/.../xxxdb/ini/. See Figure 2-1.

Line# 1 ## Configuration file for Voyager Bridge to INN-Reach 2 3 [INN-Reach Server Address] 4 #Address=IP or domain name Address=10.111.111.90 5 6 [INN-Reach Server Ports] 7 8 # Port A: circ transactions initiated by local site 9 CircTransLocalIni=8080 # Port B: Circ transactions queued for retrieval by local site 10 CircTransQueue=8080 11 12 13 [dev20031ncdb] 14 # General stanza for dev20031ncdb 15 # used by Voyager InterCirc -INN-Reach # SiteCode is assigned by INN-Reach Administrator 16 SiteCode=MSITE 17 # TypeOfVerificationID = [PatronBarcode | SSN | InstitutionID] 18 19 TypeOfVerificationID=PatronBarcode 20 # RetainBibliographicRecords=[Y|N] 21 RetainBibliographicRecords=N

Figure 2-1. INNreach.ini file example

- # ItemLocationCode is a code from the LOCATION table
- 23 ItemLocationCode=CIRC
- # PickupLocationCode is a code from the LOCATION table
- 25 PickupLocationCode=CIRC
- # stanza to configure Voyager OPAC connection

Line#	
27	VACS OPAC connection=20031ncdbOPAC
28	# stanza to configure voyager CIRC connection
29	VACS CIRC connection=20031ncdbCIRC
30	# operator id for transactions
31	OperatorId=INNReach
32	# where are web services
33	ServicesURL=http://localhost:8080/ews/services/
34	
35	# This stanza configures behavior to match an INN-Reach installation.
36	# The system can be configured to not send some messages depending on
37	# how a consortium has elected to work.
38	#
39	# Should borrowing site query an owning site for permission to renew? [Y N]
40	SendRenewalQuery=N
41	# If a borrowing site query does not query for permission to renew, should a
42	# renew message be sent to the owning site? [Y N]
43	SendRenewal=N
44	# Should recall messages be sent from the owning site to borrowing site? [Y N]
45	SendRecall=N
46	
47	[20031ncdbOPAC]
48	# configuration for a Voyager OPAC connection
49	##HostName=host.university.edu
50	HostName=10.111.111.96
51	PortNum=7200
52	ServerAppCode=OPAC
53	
54	[20031ncdbCIRC]

Figure 2-1. INNreach.ini file example (Continued)

Line#	
55	# configuration for a Voyager CIRCSVR connection
56	##HostName=host.university.edu
57	HostName=10.111.111.96
58	PortNum=7230
59	ServerAppCode=CIRC
60	
61	[Voyager To INN-Reach Patron Type]
62	# for Direct Consortial Borrowing
63	UNDERGRAD=001
64	GRAD=002
65	BINDERY=003
66	FAC=004
67	*=005
68	
69	[INN-Reach To Voyager Patron Type]
70	# for Direct Consortial Borrowing
71	001=UNDERGRAD
72	002=GRAD
73	003=BINDERY
74	004=FAC
75	*=RESTRICTED
76	
77	[Voyager To INN-Reach Item Type]
78	# for Direct Consortial Borrowing
79	book=100
80	periodical=200
81	serial=300
82	cd=400

Figure 2-1. INNreach.ini file example (Continued)

Line#	
83	audiotape=500
84	video=600
85	map=700
86	*=900
87	
88	[INN-Reach To Voyager Item Type]
89	# for Direct Consortial Borrowing
90	200=periodical
91	300=serial
92	400=cd
93	500=audiotape
94	600=video
95	700=map
96	*=book
97	
98	[Voyager To INN-Reach Status Type]
99	# for Direct Consortial Borrowing
100	AtBindery=1
101	CatalogingReview=2
102	Damaged=3
103	InProcess=4
104	InTransit=5
105	Lost=6
106	Missing=7
107	Withdrawn=8
108	*=9
109	
110	[INN-Reach To Voyager Status Type]

Figure 2-1. INNreach.ini file example (Continued)

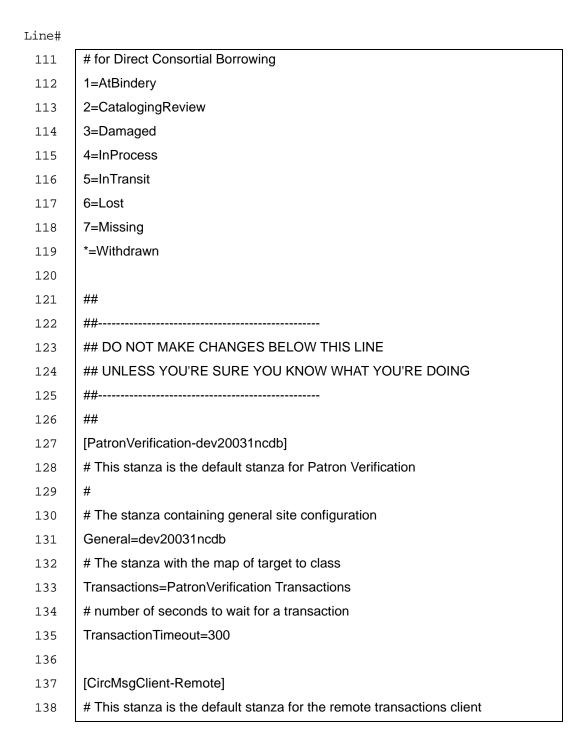


Figure 2-1. INNreach.ini file example (Continued)

Line#	
139	General=dev20031ncdb
140	Tasks=Remote Circ Msg Tasks
141	Protocol=com.endinfosys.voyager.custom.iii.IIIProtocol
142	Transactions=RemoteTransactions
143	
144	[CircMsgClient-Local]
145	# This stanza is the default stanza for local message handling
146	General=dev20031ncdb
147	Tasks=Local Circ Msg Tasks
148	Protocol=com.endinfosys.util.SimpleProtocol
149	Transactions=LocalTransactions
150	# Remaining lines of code require no user modifications

Figure 2-1. INNreach.ini file example (Continued)

The INNreach.ini configuration file defines the following elements:

- The IP address of the INN-Reach server
- The IP port(s) the server uses for INN-Reach services such as record load, update, and exchanging circulation messages
- The INN-Reach site code as specified by the consortium
- The item type map for converting Voyager item types to INN-Reach item types
- The item status map for converting Voyager item statuses to INN-Reach item statuses
- The patron type map for converting Voyager patron types to INN-Reach patron types

Configuration of Voyager for the INN-Reach environment assumes a single cluster Voyager system. Multiple-cluster configurations are not supported.

Stanza Definitions for INNreach.ini

This section defines the stanzas in the INNreach.ini file that need to be tailored for Voyager InterCirc - INN-Reach.

The following is a list of the stanzas in the INNreach.ini file that need to be customized.

- [INN-Reach Server Address]
- [INN-Reach Server Ports]
- [databasename]
- [INN-Reach Features]
- [databasenameOPAC]
- [databasenameCIRC]
- [Voyager To INN-Reach Patron Type]
- [INN-Reach To Voyager Patron Type]
- [Voyager To INN-Reach Item Type]
- [INN-Reach To Voyager Item Type]
- [Voyager To INN-Reach Status Type]
- [INN-Reach To Voyager Status Type]

[INN-Reach Server Address]

The [INN-Reach Server Address] stanza contains the following parameter.

Address

See <u>Table 2-1</u> for a description of this parameter.

Table 2-1. INN-Reach Server Address parameter definitions

Parameter	Definition
Address	IP address of the INN-Reach server entered in either IP or domain name notation.

[INN-Reach Server Ports]

The [INN-Reach Server Ports] stanza contains the following parameters.

- CircTransLocalIni
- CircTransQueue
- CatLoadUpdate

See <u>Table 2-2</u> for a description of these parameters.

Table 2-2. INN-Reach Server Ports parameter definitions

Parameter	Definition
CircTransLocalIni	Specify a valid IP port number for the INN-Reach server.
	Contact INN-Reach system administrator for this information.
CircTransQueue	Specify a valid IP port number for the INN-Reach server.
	Contact INN-Reach system administrator for this information.

[databasename]

The [databasename] stanza contains the following parameters.

- SiteCode
- TypeOfVerificationID
- RetainBibliographicRecords
- ItemLocationCode
- PickupLocationCode
- VACS OPAC connection
- VACS CIRC Connection
- OperatorId
- ServicesURL

See <u>Table 2-3</u> for a description of these parameters.

Table 2-3. [databasename] stanza parameter definitions

Parameter	Definition
SiteCode	Five-digit, alphanumeric INN-Reach code by which the Voyager database is known by the INN-Reach central server.
	Assigned by the consortium.

Table 2-3. [databasename] stanza parameter definitions

Parameter	Definition
TypeOfVerificationID	Specify one of the following agreed upon by the consortium. • PatronBarcode
	SSNInstitutionID
	These represent patron barcode, social security number, and institution ID, respectively.
RetainBibliographicRecords	Specify Y or N. (Y = Yes, N = No)
	This parameter indicates if temporary bibliographic, holdings, and item records (records temporarily stored in the Voyager system for Union Catalog materials) are to be retained after items have been discharged.
	A No value specifies that the Voyager system automatically deletes temporary records when it receives an INN-Reach message indicating that a consortium library received its own item back from the local Voyager library.
	This parameter is specific to situations where local Voyager patrons borrow items from a consortium library.
	NOTE: Voyager is unable to automatically delete an item record if there are outstanding fines or fees for the item.
ItemLocationCode	Enter the location code associated with temporary bibliographic, holdings, and items records for consortium-owned items.
	This value must be identical to a value specified in Systems>Locations in Voyager System Administration and must be a circulation desk location.
	NOTE: The location code is case sensitive.

Table 2-3. [databasename] stanza parameter definitions

Parameter	Definition
PickupLocationCode	Enter the location code associated with the location to which items requested by consortium patrons are delivered.
	This is a location specific to the local Voyager system and must be a circulation desk location.
	This value must be identical to a value specified in Systems>Locations in Voyager System Administration and must be a circulation happening location. See the Voyager System Administration User's Guide for more information.
	This location may be printed on a call slip request after the Pickup Location text using predefined field code 105. See the Voyager Call Slip Dæmon User's Guide for more information.
VACS OPAC connection	Reference to stanza specifying the Voyager OPAC connection configuration.
	See [databasenameOPAC] on page 2-13 for more information.
	See Figure 2-1 for an example of this entry.
VACS CIRC Connection	Reference to stanza specifying the Voyager CIRC connection configuration.
	See [databasenameCIRC] on page 2-14 for more information.
	See Figure 2-1 for an example of this entry.
OperatorId	Specify the operator ID for Voyager Bridge to INN-Reach transactions.
ServicesURL	Specify internet address of locally installed Tomcat.
	See Figure 2-1 for an example of this entry.

[INN-Reach Features]

The [INN-Reach Features] stanza contains the following parameters.

- SendRenewalQuery
- SendRenewal

SendRecall

See <u>Table 2-4</u> for a description of these parameters.

Table 2-4. [INN-Reach Features] stanza parameter definitions

Parameter	Definition
SendRenewalQuery	Specify Y or N. (Y = Yes, N = No)
	This parameter specifies if a borrowing site should query an owning site for permission to renew.
SendRenewal	Specify Y or N. (Y = Yes, N = No)
	This parameter specifies whether or not a renew message be sent to the owning site if a borrowing site does not query for permission to renew.
SendRecall	Specify Y or N. (Y = Yes, N = No)
	This parameter specifies if recall messages should be sent from the owning site to the borrowing site.

[databasenameOPAC]

NOTE:

Substitute the actual databasename such as dev20031ncdb (xxxdb) in place of databasename within the [databasenameOPAC] stanza.

The [databasenameOPAC] stanza contains the following parameters.

- HostName
- PortNum
- ServerAppCode

See <u>Table 2-5</u> for a description of these parameters.

Table 2-5. [databasenameOPAC] stanza parameter definitions

Parameter	Definition
HostName	Specify Voyager IP address.
PortNum	Specify the Voyager port number for the OPAC function.

Table 2-5. [databasenameOPAC] stanza parameter definitions

Parameter	Definition
ServerAppCode	Specify the Voyager application function of OPAC.

[databasenameCIRC]

NOTE:

Substitute the actual databasename such as dev20031ncdb in place of databasename within the [databasenameCIRC] stanza.

The [databasenameCIRC] stanza contains the following parameters.

- HostName
- PortNum
- ServerAppCode

See <u>Table 2-6</u> for a description of these parameters.

Table 2-6. [databasenameCIRC] stanza parameter definitions

Parameter	Definition
HostName	Specify Voyager IP address.
PortNum	Specify the Voyager port number for the CIRC function.
ServerAppCode	Specify the Voyager application function of CIRC.

[Voyager To INN-Reach Patron Type]

The [Voyager To INN-Reach Patron Type] stanza contains parameters that represent patron group codes as entered in the Voyager System Administration module in Circulation>Patron Groups.

The value for each entry is a three-digit INN-Reach patron type. This value ranges from 0 through 255.

The INN-Reach codes are left-padded with zeros.

A default INN-Reach code may be specified by setting the parameter to an asterisk such as *=005. If there is no match, the asterisk (*) value is used. If there is no match or asterisk (wildcard) value, processing fails and an error message is generated.

See Figure 2-1 on page 2-3 for an example of this entry.

NOTE:

The [Voyager To INN-Reach Patron Type] stanza works in conjunction with the [INN-Reach To Voyager Patron Type] stanza to provide two-way mapping between the Voyager patron group table and the INN-Reach patron type codes.

[INN-Reach To Voyager Patron Type]

The [INN-Reach To Voyager Patron Type] stanza contains parameters that represent the three-digit, INN-Reach patron type codes that range from 0 through 255.

The corresponding value for each patron type code specified is a Voyager patron group code as entered in the Voyager System Administration module in Circulation>Patron Groups.

A default Voyager patron group code may be specified by setting the parameter to an asterisk such as *=UNDERGRAD. If there is no match, the asterisk (*) value is used. If there is no match or asterisk (wildcard) value, processing fails and an error message is generated.

See Figure 2-1 on page 2-3 for an example of this entry.

NOTE:

The [INN-Reach To Voyager Patron Type] stanza works in conjunction with the [Voyager To INN-Reach Patron Type] stanza to provide two-way mapping between the Voyager patron group table and the INN-Reach patron type codes.

[Voyager To INN-Reach Item Type]

The [Voyager To INN-Reach Item Type] stanza contains parameters that represent item type codes as entered in the Voyager System Administration module in System>Item Types.

The value for each entry is a three-digit INN-Reach patron type. This value ranges from 0 through 255.

The INN-Reach codes are left-padded with zeros.

A default INN-Reach code may be specified by setting the parameter to an asterisk such as *=900. If there is no match, the asterisk (*) value is used. If there is no match or asterisk (wildcard) value, processing fails and an error message is generated.

See Figure 2-1 on page 2-3 for an example of this entry.

NOTE:

The [Voyager To INN-Reach Item Type] stanza works in conjunction with the [INN-Reach To Voyager Item Type] stanza to provide two-way mapping between the Voyager item type table and the INN-Reach item type codes.

[INN-Reach To Voyager Item Type]

The [INN-Reach To Voyager Item Type] stanza contains parameters that represent the three-digit, INN-Reach item type codes that range from 0 through 255.

The corresponding value for each item type code specified is a Voyager item type code as entered in the Voyager System Administration module in System>Item Types.

A default Voyager item type code may be specified by setting the parameter to an asterisk such as *=book. If there is no match, the asterisk (*) value is used. If there is no match or asterisk (wildcard) value, processing fails and an error message is generated.

See Figure 2-1 on page 2-3 for an example of this entry.

NOTE:

The [INN-Reach To Voyager Item Type] stanza works in conjunction with the [Voyager To INN-Reach Item Type] stanza to provide two-way mapping between the Voyager item type table and the INN-Reach item type codes.

[Voyager To INN-Reach Status Type]

The [Voyager To INN-Reach Status Type] stanza contains parameters that represent status types as found in the Voyager system. See the *Voyager Circulation User's Guide* for a complete listing of all Voyager item statuses and and explanation of each one.

The value for each entry is a single-character INN-Reach status type code.

A default INN-Reach code may be specified by setting the parameter to an asterisk such as *=9. If there is no match, the asterisk (*) value is used. If there is no match or asterisk (wildcard) value, processing fails and an error message is generated.

See Figure 2-1 on page 2-3 for an example of this entry.

NOTE:

The [Voyager To INN-Reach Status Type] stanza works in conjunction with the [INN-Reach To Voyager Status Type] stanza to provide two-way mapping between the Voyager status types and the INN-Reach status type codes.

[INN-Reach To Voyager Status Type]

The [INN-Reach To Voyager Status Type] stanza contains parameters that represent the single-digit, INN-Reach status type codes.

The corresponding value for each status type code specified is a Voyager status type as found in the Voyager system.

A default Voyager status type may be specified by setting the parameter to an asterisk such as *=Withdrawn. If there is no match, the asterisk (*) value is used. If there is no match or asterisk (wildcard) value, processing fails and an error message is generated.

See Figure 2-1 on page 2-3 for an example of this entry.

NOTE:

The [INN-Reach To Voyager Status Type] stanza works in conjunction with the [Voyager To INN-Reach Status Type] stanza to provide two-way mapping between the Voyager status types and the INN-Reach status type codes.

Tomcat Configuration Considerations

There are some values in the INNreach.ini file that need to match values specified in the server.xml file on Tomcat. Those parameters are the following.

- The customized name for the [PatronVerification database] stanza. This stanza is referred to in the server.xml file.
- The value of ServicesURL in the [databasename] stanza is also configured in the server.xml file.

PinnreachAddSite Script

Voyager InterCirc - INN-Reach has a table that must contain all the INN-Reach sites within the consortium participating in the circulation of items. To add sites or display a list of sites, use the PinnreachAddSite script located in $\mbox{\sc m1/voyager/}$xxxdb/sbin/$.

To add to the table containing the list of INN-Reach sites, use the following syntax.

PinnreachAddSite [siteCode] "[siteName]"

To display a list of INN-Reach sites contained in the table, use the following syntax.

PinnreachAddSite -list

PinnreachCircMsg Batch Job

The Voyager InterCirc - INN-Reach PinnreachCircMsg batch job is invoked by a script in the Voyager database's /sbin/ folder called PinnreachCircMsg. This can be run as part of a cron job by simply specifying PinnreachCircMsg; default parameters are supplied.

This batch job does the following.

- Requests circulation messages from the INN-Reach central server and stores any that are returned
- Sends pending circulation messages, if there are any, to the INN-Reach central server
- Processes received circulation messages and initiates Voyager transactions as needed such as place a call slip, place a recall, and so on
- Processes changes that have occurred in Voyager since the last run and creates and saves circulation messages to send to the INN-Reach central server on the next run.

Scheduling

The PinnreachCircMsg batch job should be scheduled to run as a cron job. The frequency of running the cron job depends on the circulation activity level of the consortium. Depending on the level of activity, you may want to run the cron job every 30 minutes during peak periods and once every 4 hours during slower times.

Message Logs

Voyager InterCirc - INN-Reach creates the log.innreachUser message log located in m1/voyager/xxxdb/log. The log.innreachUser file contains entries resulting from circulation message exchange. It provides the following information.

• Errors in adding bibliographic, holdings, and item records

- Errors in deleting bibliographic, holdings, and item records
- Errors in placing call slip requests
- · Errors in placing hold requests
- Errors in placing recall requests

Terminated Activity

INN-Reach activity is terminated when a fatal error message is generated as a result of encountering an error in the INNreach.ini configuration file.

Voyager Modules Setup Considerations

This section describes setup considerations for Voyager modules in a Voyager InterCirc - INN-Reach environment.

Voyager System Administration

The following setup activities need to be completed in the Voyager System Administration module.

- Define a call slip queue for processing Voyager InterCirc INN-Reach requests. All INN-Reach central server requests must be handled through this queue.
 - You may set up this queue as the default or implement staff workflow to insure that INN-Reach central server requests are reassigned to this queue.
- Each patron group listed in the INNreach.ini configuration file must be configured to permit call slip requests for each of the item types available for lending through INN-Reach.
 - Specifically, the Place Call Slip Requests Using The OPAC option accessed through the Patrons tab (Rules button) and the Call Slip option accessed through the Matrix tab in Voyager System Administration>Circulation>Policy Definitions must be checked.
- Turn on the Autocharge to requesting patron option on the Values tab in Call Slips>Queues.
- Turn on the Include patron info in call slip display option on the Values tab in Call Slips>Queues.
- Create a single location code in System>Locations for consortium-owned items. This location must be a circulation happening location.

The same location code is entered in the [databasename] stanza. See [databasename] on page 2-10 for more information.

This provides a specific location to print on call slip routing slips that assists the circulation staff in identifying INN-Reach locations at the time items are discharged.

Voyager Circulation

The following setup activities need to be completed in the Voyager Circulation module.

- Create a patron record (Patron>Add Patron) for each INN-Reach site.
 - The **Institution Id** field must contain the text string **INN-Reach** plus the corresponding site code value separated by a space.
 - If the site code is 12345, for example, the value entered in the **Institution Id** field is **INN-Reach** 12345.
- Create one or more patron barcodes for every consortium-level patron.
 - Patron barcodes must be created that link the consortium-level patron to each of the patron groups identified in the [INN-Reach to Voyager Patron Type] stanza in the INNreach.ini configuration file.



IMPORTANT:

One barcode record must be created for each patron group in the configuration file. The same barcode may be entered for each record.

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