

Z37 – Requests and Z37H – Requests History

The Z37 contains request information. The Z37 record functions both for requests for loaned items (waiting requests) and for requests for delivery of available items. It is not necessarily expected that a library will convert requests when installing the ALEPH system. In many cases, the library will inform patrons that there is a system switchover and that outstanding requests are not retained and must be re-entered after switchover.

The Z37H includes completed request transactions, retained for a history log. When the item requested is loaned, the request record is deleted from the Z37 table and it is written to the Z37H table if the CREATE-Z37H flag in the library's tab/tab100 is set to 'Y'. The difference between the two tables is the addition of Z37H_TIME at the head of the Z37H table.

In the following table, (X) denotes an alphanumeric field and (9) denotes a numeric field. All alphanumeric fields are left-aligned with trailing spaces; all numeric fields are right-aligned with leading zeroes. Decimal positions are indicated by the symbol V. The total number of decimal digits is designated by the number of nines following the V.

01 Z37-HOLD.	
02 Z37-REC-KEY.	
03 Z37-DOC-NUMBER	PICTURE 9(9).
03 Z37-ITEM-SEQUENCE	PICTURE 9(6).
03 Z37-SEQUENCE	PICTURE 9(4).
02 Z37-ID	PICTURE X(12).
02 Z37-STATUS	PICTURE X(1).
02 Z37-EXPAND	PICTURE X(1).
02 Z37-PRIORITY	PICTURE 9(2).
02 Z37-OPEN-DATE	PICTURE 9(8).
02 Z37-OPEN-HOUR	PICTURE 9(4).
02 Z37-REQUEST-DATE	PICTURE 9(8).
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02 Z37-LETTER-DATE	PICTURE 9(8).
02 Z37-ALPHA	PICTURE X(1).
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02 Z37-TITLE	PICTURE X(100).
02 Z37-PAGES	PICTURE X(30).
02 Z37-NOTE-1	PICTURE X(50).
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02 Z37-PRINT-STATUS	PICTURE X(1).
02 Z37-REQUESTER-ID	PICTURE X(12).

02 Z37-CATALOGER-NAME	PICTURE X(10).
02 Z37-CATALOGER-IP	PICTURE X(20).
02 Z37-HOLD-SEQUENCE	PICTURE 9(3).
02 Z37-PICKUP-LOCATION	PICTURE X(5).
02 Z37-SEND-ACTION	PICTURE 9(2).
02 Z37-END-HOLD-DATE	PICTURE 9(8).
02 Z37-RECALL-TYPE	PICTURE X(2).
02 Z37-RUSH-REQUEST	PICTURE X(1).
02 Z37-FILTER-SUB-LIBRARY	PICTURE X(5).
02 Z37-FILTER-ITEM-STATUS	PICTURE X(2).
02 Z37-FILTER-PROCESS-STATUS	PICTURE X(2).
02 Z37-FILTER-COLLECTION	PICTURE X(5).
02 Z37-FILTER-COPY	PICTURE 9(5).
02 Z37-FILTER-BUFFERS.	
03 Z37-ENUMERATION.	
04 Z37-ENUMERATION-A	PICTURE X(20).
04 Z37-ENUMERATION-B	PICTURE X(20).
04 Z37-ENUMERATION-C	PICTURE X(20).
03 Z37-CHRONOLOGICAL .	
04 Z37-CHRONOLOGICAL-I	PICTURE X(20).
04 Z37-CHRONOLOGICAL-J	PICTURE X(20).
04 Z37-CHRONOLOGICAL-K	PICTURE X(20).
02 Z37-REQUEST-TYPE	PICTURE X(1).
02 Z37-BOOKING-START-TIME.	
03 Z37-BOOKING-START-DATE	PICTURE 9(8).
03 Z37-BOOKING-START-HOUR	PICTURE 9(4).
02 Z37-BOOKING-END-TIME.	
03 Z37-BOOKING-END-DATE	PICTURE 9(8).
03 Z37-BOOKING-END-HOUR	PICTURE 9(4).
02 Z37-BOOKING-ORIG-START-TIME	PICTURE X(12).
02 Z37-BOOKING-ORIG-END-TIME	PICTURE X(12).
02 Z37-RELEASE-TIME	PICTURE X(4).
02 Z37-DELIVERY-TIME	PICTURE X(4).
02 Z37-HEAD-TIME	PICTURE X(4).
02 Z37-TAIL-TIME	PICTURE X(4).
02 Z37-DELIVERY-SUB-LOCATION	PICTURE X(100).
02 Z37-RETURN-LOCATION	PICTURE X(5).
02 Z37-RETURN-SUB-LOCATION	PICTURE X(100).
02 Z37-DELIVERY-METHOD	PICTURE X(1).
02 Z37-EFFECTIVE-START-TIME	PICTURE X(12).
02 Z37-EFFECTIVE-END-TIME	PICTURE X(12).

02 Z37-REQUEST-NUMBER	PICTURE 9(9).
02 Z37-GROUP-ID	PICTURE 9(9).
02 Z37-GROUP-SEQUENCE	PICTURE 9(6).
02 Z37-BALANCER-STATUS	PICTURE X(2).
02 Z37-BALANCER-DATE	PICTURE 9(8).
02 Z37-REQUEST-IDENTIFIER	PICTURE X(100).
02 Z37-REQUESTER-NAME	PICTURE X(100).
02 Z37-UPD-TIME-STAMP	PICTURE 9(15).
02 Z37-CATALOGER-IP-V6	PICTURE X(50).

Z37H record:

01	Z37H-HOLD.	
02	Z37H-TIME	PICTURE X(15) .
02	Z37H-REC-KEY.	
03	Z37H-DOC-NUMBER	PICTURE 9(9) .

The Z37H continues as above, to the end of Z37.

Z37H-TIME	M	X(15)	DESC: Time stamp, assigned when record is created YYYYMMDDHHMMSS. CONV: Put unique time stamp.
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Z37-REC-KEY			
Z37-DOC-NUMBER	M	9(9)	DESC: System number of the administrative record associated to the request. CONV: ADM system number.
Z37-ITEM-SEQUENCE	M	9(6)	DESC: Item sequence number, within one ADM number. CONV: Use Z30-ITEM-SEQUENCE.
Z37-SEQUENCE	M	9(4)	DESC: Sequence number of a request. Used to distinguish between multiple requests placed on the same item. CONV: Create consecutive numbers, with leading zeroes. Begin with 0001. Every request placed on the same Z37-DOC-NUMBER and Z37-ITEM-SEQUENCE should increased by one.
Z37-ID	M	X(12)	DESC: Patron's ID. CONV: Patron's ID (should match the related Z303-ID).

Z37-STATUS	M	X(1)	<p>DESC: Hold request status. Values are: A = Active (newly opened, not yet processed) S = Hold Shelf - Request has been trapped, patron has been notified that the requested material is ready to be picked up. This status is only possible for requests with send action 01. For any other send action the item is loaned to the user when it is available and the request is deleted. W = Waiting. System generated when the "print call slip" service (b-cir-12) is run, and the system detected that there is no available copy. A "wait" letter is printed to inform the patron that the item is not yet available. Note that if the status is 'A' or 'W', then the user will be able to delete the request from the Web OPAC. CONV: Relevant value.</p>
Z37-EXPAND	M	X(1)	<p>DESC: Defines if the request should be expanded. Values are Y and N. This is defined by column 11 in the tab15.lng table. This column determines whether, for the item status defined, a request is placed for the specific copy; or by requesting "exact copy" in the circulation client. CONV: If tab15 col. 11 = Y then Z37-EXPAND = N, If tab15 col. 11 = N then Z37-EXPAND = Y.</p>
Z37-PRIORITY	M	9(2)	<p>DESC: The priority determines the position of the hold request in the queue. The highest level priority is "00", the lowest is "99". Z37-RUSH-REQUEST automatically sets priority to 00. The default hold priority is defined in the library's tab/tab31 table. CONV: Relevant value.</p>
Z37-OPEN-DATE	M	9(8) Format YYYYMMDD.	<p>DESC: Date the item was requested. CONV: Relevant date.</p>

Z37-OPEN-HOUR	M	9(4) Format HHMM	DESC: Hour the item was requested. CONV: Relevant hour or zeroes.
Z37-REQUEST-DATE	M	9(8) Format YYYYMMDD.	DESC: The starting date of the period of time during which the patron is interested in receiving the material CONV: Relevant date or Z37-OPEN-DATE as default.
Z37-END-REQUEST-DATE	M	9(8) Format YYYYMMDD.	DESC: Last date of interest for the hold request. CONV: Relevant date or a default value.
Z37-HOLD-DATE	M	9(8) Format YYYYMMDD.	DESC: The date on which a letter was sent to the patron informing him that the requested material is ready to be picked up. (These requests have status "S".) CONV: If Z37-STATUS='S', then put the relevant date, else put zeroes.
Z37-LETTER-STATUS	M	X(2)	DESC: The type of the last letter that has been sent to the patron. If a wait letter has been sent to the patron the value will be 01. If a fulfillment notice has been sent to the patron then the value will be 02. If the patron has been updated about a title request that has been transferred to the pickup location then the value will be 03. If a slip has been printed then the value will be 04. If a wait letter was printed (by cir-12) because the item was not found then the value will be 05. CONV: Relevant value or blank.
Z37-LETTER-DATE	M	9(8) Format YYYYMMDD	DESC: This field stores the date in which a letter has been sent to the patron to update him on the status of the request. CONV: Relevant value or zeroes.
Z37-ALPHA	M	X(1)	DESC: Alpha code of the record. Use L for all scripts. CONV: L.

Z37-AUTHOR	O	X(50)	<p>DESC: The author of the portion of the requested item. This information is provided in case the library decides to provide the patron with a free photocopy of the material instead of the original. Entered here is the author of the portion of the item that the patron is interested in if it is different from the item as a whole. For example, a chapter may be written by one person, while the work as a whole was edited by another person.</p> <p>CONV: Relevant string or blank</p>
Z37-TITLE	O	X(100)	<p>DESC: The title of the portion of the requested item. This information is provided in case the library decides to provide the patron with a free photocopy of the material instead of the original. Entered here is the title of the portion of the item that the patron is interested in if it is different from the title of the item as a whole. For example, a chapter may have a title that is different from the title of the work as a whole.</p> <p>CONV: Relevant string or blank</p>
Z37-PAGES	O	X(30)	<p>DESC: These are the pages that the patron is interested in (for the purpose of photocopying).</p> <p>CONV: Relevant page numbers or blank.</p>
Z37-NOTE-1	O	X(50)	<p>DESC: Free text note. Note that if the hold request was created from the Course Reading and Reserves modules, this field contains the course number of the course to which the document is attached.</p> <p>CONV: Relevant string or blank.</p>
Z37-NOTE-2	O	X(50)	<p>DESC: Free text note.</p> <p>CONV: Relevant string or blank.</p>

Z37-PRINT-STATUS	O/ M	X(1)	<p>DESC: Values are: P = Printed Blank = Not yet printed. "Print" refers to call slip printed (b_cir_12) for fetching the item, or pick-up letter printed informing the patron that the item is waiting for him. If the Z37-STATUS is W, then "P" means that call slip has been printed. If the Z37-STATUS is S, then "P" means that a call slip may or may not have been printed, but a letter informing the patron that the item is waiting form him has been printed. CONV: If Z37-STATUS = 'S' or 'W', then Z37-PRINT-STATUS = 'P', else leave this field blank.</p>
Z37-REQUESTER-ID	O	X(12)	<p>DESC: If the request was placed by a proxy borrower, then this field contains the Z303-ID of the user that placed the request. In this case, the Z37-ID field contains the Z303-PROXY-ID. CONV: Relevant user's ID or blank.</p>
Z37-CATALOGER-NAME	O	X(10)	<p>DESC: Username of the librarian who has registered the request. CONV: Relevant name or "CONVERSION" or blank.</p>
Z37-CATALOGER-IP	M	X(20)	<p>DESC: This field contains the workstation's identifier (if defined) or the internal IP of the workstation from which the loan was performed. CONV: Blanks or relevant value.</p>
Z37-HOLD-SEQUENCE	M	9(3)	<p>DESC: Not implemented CONV: Zeroes.</p>
Z37-PICKUP-LOCATION	M	X(5) Upper case	<p>DESC: User's pickup sublibrary. The default is the user's home sublibrary. If no home sublibrary was defined for the user, the system uses the item's sublibrary. CONV: Intended pickup sublibrary. Use the user's Z303-HOME-LIBRARY. If no home sublibrary was defined for the user, use the item's Z30-SUB-LIBRARY as default.</p>

Z37-SEND-ACTION	M	9(2)	<p>DESC: Action that will be carried out when hold request is filled. Values are defined in the library's tab/tab27. Values are::</p> <p>01 = hold shelf: prints pickup letter to patron/slip for item; loan will be performed in regular manner when the item is picked up</p> <p>02 = home delivery: prints delivery slip for item; automatic loan to patron</p> <p>03 = mailbox delivery: prints pickup letter to patron/delivery slip for item; automatic loan to patron</p> <p>04 = reading room (option 02 + Z310 creation for Reading Room control).</p> <p>CONV: As applies.</p>
Z37-END-HOLD-DATE	M	9(8) Format YYYYMMDD	<p>DESC: The date until which the item is to be kept on the hold shelf, waiting to be picked up. Relevant only if Z37-STATUS = "S".</p> <p>CONV: Zeroes or date.</p>

Z37-RECALL-TYPE	M	X(2)	<p>DESC: Recall type. If you want the item to be recalled, choose the level of urgency, 01 (regular) or 02 (rush). If you do not want the item to be recalled, choose 03 (no recall). If you select 02 (rush), the priority (Z37-PRIORITY) is automatically set to 00. When a request is placed in the Web OPAC, the recall type is set according to the value defined through the <code>www_z37_recall_type</code> variable of the <code>www_server.conf</code> file. The <code>default_recall_type</code> variable of the <code>pc_server_defaults</code> table can be used to define the default value for this field from the Create Hold Request form in the Circulation module. If the variable is left blank the field is defaulted to 03. Note that the recall type is also controlled by column 13 of the <code>tab15.lng</code> table of the library's tab directory. If the column is set to 'N', then when placing a hold request from the Web OPAC, the value of this field is set to 03 without taking into account the value of the <code>www_z37_recall_type</code> variable.</p> <p>CONV: Relevant value.</p>
Z37-RUSH-REQUEST	M	X(1)	<p>DESC: Values are Y and N. Y is used to indicate that the library staff should handle the material with urgency. An appropriate message will be added to the hold request slip. Generally used for closed stack pickup systems.</p> <p>CONV: Relevant value or N.</p>
Z37-FILTER-SUB-LIBRARY	M	X(5)	<p>DESC: Sublibrary code if the request is to be matched against items of a particular sublibrary. This field is automatically set with the value of the item chosen for request or with a “#” depending on the library's tab/tab100 setup.</p> <p>CONV: Relevant sublibrary code or Z30-SUB-LIBRARY as default string.</p>

Z37-FILTER-ITEM-STATUS	M	X(2)	DESC: Status code of the copy if the request is to be matched against items of a particular status. Values may be 01-98. This field is automatically set with the value of the item chosen for request or with a “#” depending on the library’s tab/tab100 setup. CONV: Relevant value.
Z37-FILTER-PROCESS-STATUS	O	X(2)	DESC: Process status. Defines the item's processing status - e.g. on order, cancelled, binding, etc. (Z30-ITEM-PROCESS-STATUS) to define the pool of items from which the hold request may be filled. This field is automatically set with the value of the item chosen for request or with a “#” depending on the library’s tab/tab100 setup. CONV: Relevant value or blank.
Z37-FILTER-COLLECTION	O	X(5)	DESC: Collection code of the item (Z30-COLLECTION) to define the pool of items from which the hold request may be filled. This field is automatically set with the value of the item chosen for request or with a “#” depending on the library’s tab/tab100 setup. CONV: Relevant code or blank.
Z37-FILTER-COPY	M	9(5) Leading zeroes.	DESC: Copy number of the item (Z30-COPY) to define the pool of items from which the hold request may be filled. CONV: Relevant value or zeroes.
Z37-FILTER-BUFFERS			
Z37-ENUMERATION			
Z37-ENUMERATION-A	O	X(20)	DESC: First level of enumeration. This is the highest level of enumeration, usually the volume number. It is used to define the "like" items from which the request may be filled. CONV: Relevant value or blank. Matches the Z30- ENUMERATION-A.

Z37-ENUMERATION-B	O	X(20)	DESC: Second level of enumeration. It is usually the issue number. It is used to define the "like" items from which the request may be filled. CONV: Relevant value or blank. Matches the Z30- ENUMERATION-B.
Z37-ENUMERATION-C	O	X(20)	DESC: Third level of enumeration. It is usually the sub-part of the volume. It is used to define the "like" items from which the request may be filled. CONV: Relevant value or blank. Matches the Z30- ENUMERATION-C.
Z37-CHRONOLOGICAL			
Z37-CHRONOLOGICAL-I	O	X(20)	DESC: First level of chronology. Contains usually the year of the item. It is used in order to define the "like" items from which the request may be filled. CONV: Relevant value or blank. Matches the Z30- CHRONOLOGICAL-I.
Z37-CHRONOLOGICAL-J	O	X(20)	DESC: Second level of chronology. Used to define the "like" items from which the request may be filled. CONV: Relevant value or blank. Matches the Z30- CHRONOLOGICAL-J.
Z37-CHRONOLOGICAL-K	O	X(20)	DESC: Third level of chronology. Used to define the "like" items from which the request may be filled. CONV: Relevant value or blank. Matches the Z30- CHRONOLOGICAL-K.
Z37-REQUEST-TYPE	M	X(1)	DESC: Type of request. Values are: H – hold B – booking T – title request CONV: Relevant value.
Z37-BOOKING-START-TIME			

Z37-BOOKING-START-DATE	O/ M	9(8) Format yyyymmdd	DESC: This field is used when the Z37-REQUEST-TYPE=B. The field contains the date when the item booking starts. This is the date specified as a “from” time by the patron while filling out the booking request. CONV: Relevant value or zeroes.
Z37-BOOKING-START-HOUR	O/ M	9(4) Format HHMM	DESC: This field is used when the Z37-REQUEST-TYPE=B. The field contains the hour when the item booking starts. This is the hour specified as a “from” hour by the patron while filling out the booking request. CONV: Relevant value or zeroes.
Z37-BOOKING-END-TIME			
Z37-BOOKING-END-DATE	O/ M	9(8) Format yyyymmdd	DESC: This field is used when the Z37-REQUEST-TYPE=B. The field contains the date when the item booking ends. This is the date specified as a “to” time by the patron while filling out the booking request. CONV: Relevant value or zeroes.
Z37-BOOKING-END-HOUR	O/ M	9(4) Format HHMM	DESC: This field is used when the Z37-REQUEST-TYPE=B. The field contains the hour when the item booking ends. This is the hour specified as a “to” hour by the patron while filling out the booking request. CONV: Relevant value or zeroes.
Z37-BOOKING-ORIG-START-TIME	O/ M	X(12) Format yyyymmddHH MM	DESC: This field is used when the Z37-REQUEST-TYPE=B. The field contains the date and time when the item booking starts, as submitted when the request was first created CONV: Blanks or relevant value.
Z37-BOOKING-ORIG-END-TIME	O/ M	X(12) Format yyyymmddHH MM	DESC: This field is used when the Z37-REQUEST-TYPE=B. The field contains the date and time when the item booking ends, as submitted when the request was first created CONV: Blanks or relevant value

Z37-RELEASE-TIME	O/ M	X(4) Format [M/H/D]nnn	DESC: This field is used when the Z37-REQUEST-TYPE=B. The field specifies the period of time that must pass before an item with a booking request can be loaned to another user. The release time is set per-ADM and taken from \$data_tab/tab_booking. CONV: Blanks or relevant value.
Z37-DELIVERY-TIME	O/ M	X(4) Format [M/H/D]nnn	DESC: This field is used when the Z37-REQUEST-TYPE=B. The field specifies the period of time that is allocated to delivery of the item from its remote location. CONV: Blanks or relevant value
Z37-HEAD-TIME	O/ M	X(4) Format [M/H/D]nnn	DESC: This field is used when the Z37-REQUEST-TYPE=B. The field specifies the period of time that is added to the beginning of the booking request. This may be a time needed to prepare the item for a loan. If the start of a booking request corresponds to the library open hour, no head time is added. This value is taken from \$data_tab/tab_booking. CONV: Blanks or relevant value.
Z37-TAIL-TIME	O/ M	X(4) Format [M/H/D]nnn	DESC: This field is used when the Z37-REQUEST-TYPE=B. The field specifies the period of time that is added to the end of the booking request. If the end of a booking request corresponds to the beginning of library-closed hours, no tail time is added to the request. This value is taken from \$data_tab/tab_booking. CONV: Blanks or relevant value.
Z37-DELIVERY-SUB-LOCATION	O	X(100)	DESC: This is a free text field that contains the delivery sub location specified by the patron. CONV: Blanks or relevant string.
Z37-RETURN-LOCATION	O	X(5)	DESC: Contains the return location specified by the patron. CONV: Blank or relevant string.
Z37-RETURN-SUB-LOCATION	O	X(100)	DESC: Contains the return sub location specified by the patron. CONV: Blanks or relevant string

Z37-DELIVERY-METHOD	O	X(1)	DESC: Delivery method as specified by the patron. CONV: Blanks or relevant string
Z37-EFFECTIVE-START-TIME	O	X(12) Format yyyymmddHH MM	DESC: The field specifies the date and time when the patron actually receives the loaned item. Effective start time is calculated as Effective start time = Booking start date – head time – delivery time CONV: Relevant value or blank.
Z37-EFFECTIVE-END-TIME	O	X(12) Format yyyymmddHH MM	DESC: The date and time when the item can be loaned by another patron. Effective end time is calculated as Effective end time = Booking end date + tail time + delivery time. CONV: Relevant value or blank.
Z37-REQUEST-NUMBER	M	9(9)	DESC: A unique identifier of the request. This number is allocated by Z52 (based on the last-request-number sequence). CONV: Relevant value.
Z37-GROUP-ID	O	9(9)	DESC: A unique identifier of the request's group if it is a parallel request or a serial request. All requests of the same group share a common group ID. This field is populated only for requests that are part of a serial or a parallel group. The ID is created based on the Z52 last-z37-group-id counter. CONV : Relevant value or blank.
Z37-GROUP-SEQUENCE	O	9(6)	DESC: The position of the request within the serial group. This field is populated only for requests that are part of a serial group. CONV : Relevant value or blank.
Z37-BALANCER-STATUS	O	X(2).	DESC: This field marks whether or not a loan recall has been performed in order to fulfill the request. CONV: If a loan recall has been made the value must be "03". If no loan recall has been made then leave blank.
Z37-BALANCER-DATE	O	9(8).	DESC: If a loan recall has been made in order to fulfill the request then the date of the recall will be stored in this field. CONV: Relevant date or zeroes.

Z37-REQUEST-IDENTIFIER	O	X(100)	DESC : If the request has been created by an external requester (via NCIP), the external requester's request identifier is stored in this field. CONV : Relevant value or leave blank
Z37-REQUESTER-NAME	O	X(100)	DESC: Information regarding the requesting patron, if the request is made by a subscribed library. CONV: leave blank
Z37-UPD-TIME-STAMP	M	9(15)	DESC: Time the record was created or updated. CONV: Relevant date.
Z37-CATALOGER-IP-V6	O	X(50)	DESC: For future use.