

## Z31 – CASH

This table contains user cash transaction records (fees and fines).

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 zeros. Decimal positions are indicated by the symbol V. The total number of decimal digits is designated by the number of nines following the V. Note that the decimal point is not stored in the field (for example, if the field definition is 9(4)V99, then 1000 = 10.00).

02	Z31-REC-KEY.	
03	Z31-ID	PICTURE X(12).
03	Z31-SEQUENCE	PICTURE 9(15).
02	Z31-DATE-X.	
03	Z31-DATE	PICTURE 9(8).
02	Z31-STATUS	PICTURE X(1).
02	Z31-SUB-LIBRARY	PICTURE X(5).
02	Z31-ALPHA	PICTURE X(1).
02	Z31-TYPE	PICTURE 9(4).
02	Z31-CREDIT-DEBIT	PICTURE X(1).
02	Z31-SUM	PICTURE 9(12)V99.
02	Z31-VAT-SUM	PICTURE 9(12)V99.
02	Z31-NET-SUM	PICTURE 9(12)V99.
02	Z31-PAYMENT-DATE-KEY.	
03	Z31-PAYMENT-DATE	PICTURE 9(8).
03	Z31-PAYMENT-HOUR	PICTURE 9(4).
02	Z31-PAYMENT-CATALOGER	PICTURE X(10).
02	Z31-PAYMENT-TARGET	PICTURE X(20).
02	Z31-PAYMENT-IP	PICTURE X(20).
02	Z31-PAYMENT-RECEIPT-NUMBER	PICTURE X(20).
02	Z31-PAYMENT-MODE	PICTURE X(2).
02	Z31-PAYMENT-IDENTIFIER	PICTURE X(30).
02	Z31-DESCRIPTION	PICTURE X(300).
02	Z31-KEY	PICTURE X(100).
02	Z31-KEY-TYPE	PICTURE X(10).
02	Z31-TRANSFER-DEPARTMENT	PICTURE X(20).
02	Z31-TRANSFER-DATE	PICTURE 9(8).
02	Z31-TRANSFER-NUMBER	PICTURE X(20).
02	Z31-RECALL-TRANSFER-STATUS	PICTURE X(1).
02	Z31-RECALL-TRANSFER-DATE	PICTURE 9(8).
02	Z31-RECALL-TRANSFER-NUMBER	PICTURE X(20).
02	Z31-RELATED-Z31-KEY	PICTURE X(27).
02	Z31-RELATED-Z31-KEY-TYPE	PICTURE X(2).
02	Z31-REQUESTER-NAME	PICTURE X(100).
02	Z31-UPD-TIME-STAMP	PICTURE 9(15).
02	Z31-PAYMENT-IP-V6	PICTURE X(50).

<b>Z31-REC-KEY</b>			
Z31-ID	M	X(12)	<b>DESC:</b> User's ID. <b>CONV:</b> Relevant value, should match a valid Z303-ID.
Z31-SEQUENCE	M	9(15)	<b>DESC:</b> Sequence number, unique and chronological. Used for sorting list in display. <b>CONV:</b> Must be unique. ALEPH's convention is time stamp + a running sequence (YYYYMMDD+ running sequence). For example: 200501130000001. The sequence is based on the last_record_sequence Oracle sequence that must be present in the pw_library.
<b>Z31-DATE-X</b>			
Z31-DATE	M	9(8) Format: YYYYMMDD	<b>DESC:</b> Cash transaction date. <b>CONV:</b> Conversion date or a relevant date.
Z31-STATUS	M	X(1)	<b>DESC:</b> Status of the cash transaction. Values are: <b>O</b> = Open <b>C</b> = Closed <b>W</b> = Waived <b>T</b> = Transferred to outside payment service. <b>CONV:</b> Relevant value.
Z31-SUB-LIBRARY	O	X(5)	<b>DESC:</b> Sublibrary code of the cash transaction. The system sets the Z31-SUB-LIBRARY to the active library (for example, USM50) when the cash transaction does not belong to a specific sublibrary. <b>CONV:</b> Relevant sublibrary code or active library code.
Z31-ALPHA	M	X(1)	<b>DESC:</b> ALPHA code of the record. Use <b>L</b> for all scripts (for example, Latin, Greek, Cyrillic, and so on). <b>CONV:</b> L.
Z31-TYPE	M	9(4)	<b>DESC:</b> Cash transaction code. Numeric field. <b>CONV:</b> Default to zero. Standard ALEPH values are:

			0000 - All 0001 - Photo request 0002 - Hold request 0003 - Late return 0004 - Loan 0005 - Renewal 0006 - Photocopy request processing 0007 - Photocopy request not filled 0008 - Photo. request home delivery 0009 - Photocopy request pickup 0010 - Claim return 0011 - ILL request 0013 - Routing list 0014 - Late return of routed issue 0015 - ILL material arrival 0016 - Incoming ILL request 0017 - Issuing library card 0021 - Borrower registration 0022 - Borrower renewal 0023 - New user 0024 - Hold request filled - 01 0025 - Hold request not filled 0026 - Hold request filled - 02 0027 - Hold request filled - 03 0028 - Hold request filled - 04 0040 - Lost material - Handling 0041 - Lost material - Replacement 0042 - Lost material - Notice 0050 - Recall late return fine 0051 - Rush recall late return fine 0052 - Recall fine limit 0053 - Rush recall fine limit 0054 - Recall lost letter 0055 - Rush recall lost letter 0080 - 1st warning - Overdue 0081 - 2nd warning - Overdue 0082 - 3rd warning - Overdue 0083 - 4 <sup>th</sup> warning - Overdue 0090 - Overdue summary 0091 - Booking Request 0092 - Booking Request Filled 0093 - Booking Request Delivered 0094 - Booking request not filled 1024 - Hold request filled - 01 1026 - Hold request filled - 02 1027 - Hold request filled - 03 1028 - Hold request filled - 04 9000 - Deposit
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			<p>9001 - Return deposit  9995 - Use of copyright restricted object  9996 - Local charge for disruption  9997 - Damaged material  9998 - Donation  9999 - Payment</p> <p>System-activated transactions are assigned numbers from 0000 to 8999. Manually-activated transactions are assigned numbers from 9000 to 9999. Note that transactions 0024, 0026, 0027 and 0028 are activated when the hold is filled using the "Print letter – hold request filled" option from the Requests menu of the Circulation module. Transactions 1024, 1026, 1027 and 1028 are activated when the hold is filled, when the item is returned and when the <b>Letter</b> button is clicked. Transactions 0093,0094,0095,0096 are activated when a booking is filled manually via Circ Main Menu ("Booking request filled"). Transactions 0097, 0098, 0099, 0100 are activated when a booking is filled during a "Return Item Session". For values 0024, 0026-0028, 0093-0100 and 1024-1028 that have 01, 02, 03, and 04 extensions refer process option types in tab27.</p>
Z31-CREDIT-DEBIT	M	X(1)	<p><b>DESC:</b> Debit or credit. Values are:  <b>D</b> = Debit  <b>C</b> = Credit  <b>CONV:</b> Relevant value</p>
Z31-SUM	M	9(12)V99	<p><b>DESC:</b> Total sum of a cash transaction. This is the Z31-VAT-SUM + the Z31-NET-SUM.  <b>CONV:</b> Relevant amount</p>
Z31-VAT-SUM	M	9(12)V99	<p><b>DESC:</b> VAT amount of the cash transaction. The VAT rates are specified – per transaction type – in the tab/tab18 table of the administrative library.  <b>CONV:</b> Zeroes or relevant value.</p>
Z31-NET-SUM	M	9(12)V99	<p><b>DESC:</b> Sum of a cash transaction (without VAT).  <b>CONV:</b> Relevant value. If the Z31-VAT-SUM is set to zeroes, then this field is equal to the Z31-SUM.</p>

<b>Z31-PAYMENT-DATE-KEY</b>			
Z31-PAYMENT-DATE	M	9(8) Format: YYYYMMDD	<b>DESC:</b> Date of payment <b>CONV:</b> If paid, enter the relevant date or the date of conversion; if not paid, enter zeroes.
Z31-PAYMENT-HOUR	M	9(4) Format: HHMM	<b>DESC:</b> Hour of payment <b>CONV:</b> If paid, enter the relevant hour or the hour of conversion; if not paid, enter zeroes.
Z31-PAYMENT-CATALOGER	M	X(10) Upper case	<b>DESC:</b> Username of the operator who has received the payment. <b>CONV:</b> Enter relevant information or 'CONVERSION'.
Z31-PAYMENT-TARGET	O	X(20)	<b>DESC:</b> Unit within the library or sublibrary to which the money must be transferred. <b>CONV:</b> Relevant text or blank.
Z31-PAYMENT-IP	O	X(20)	<b>DESC:</b> Internal IP address of the workstation where the cash transaction was performed. This is the IP address of a workstation within a LAN. It may be different from the IP address defined in the TCP/IP connection (GUI client or Web client). If a workstation identifier was defined for the station, this field contains this identifier. <b>CONV:</b> Blank or the relevant IP address.
Z31-PAYMENT-RECEIPT-NUMBER	O	X(20)	<b>DESC:</b> Number of the payment receipt. <b>CONV:</b> If paid, put the relevant number, otherwise blank.
Z31-PAYMENT-MODE	-	X(2)	<b>DESC:</b> This field may be used for the management of electronic payment and transaction processing services. The field denotes the type of payment. Values are taken from the PAYMENT-MODE section of pc_tab_exp_field.lng. <b>CONV:</b> Leave blank.
Z31-PAYMENT-IDENTIFIER	-	X(30)	<b>DESC:</b> This field is used for the management of electronic payment and transaction processing services, or for storing a note that is related to the transaction payment. This field may contain the transaction ID assigned by the external machine that booked the transaction. <b>CONV:</b> Leave blank.
Z31-DESCRIPTION	O	X(300)	<b>DESC:</b> Description of the cash

			<p>transaction. In online ALEPH, defaults to description of the transaction type, as defined in the tab/tab18.lng table of the administrative library.</p> <p>Note that for late return type of transactions, additional numbers are displayed after the text defined in the tab18.lng table. For example: Late return 0008 2100 3 6.00</p> <ul style="list-style-type: none"> <li>- The first number (for example, 0008) is the DAY-INTERVAL. This is the number of days the item is overdue (minus any days that do not count).</li> <li>- The second number (for example, 2100) is the TIME-INTERVAL. This is the number of minutes the item is overdue.</li> <li>- The third number (for example, 3) is the fine method (column 14 from tab16).</li> <li>- The fourth number (for example, 6.00) is the amount per day (column 11 from tab16)</li> </ul> <p><b>CONV:</b> Enter the relevant text or blank.</p>
Z31-KEY	O	X(100)	<p><b>DESC:</b> This field is filled by the system. Its contents are defined according to the Z31-KEY-TYPE field. The Z31-KEY can contain a string composed of different values like the item key, loan date, due date, return date, loan hour, due hour, return hour of the item, the system number, etc.</p> <p><b>CONV:</b> Blank or relevant value.</p>
Z31-KEY-TYPE	O	X(10)	<p><b>DESC:</b> Type of key. This field defines according to the cash transaction how the Z31-KEY is built. Values are:</p> <p><b>DOC</b> = Key contains the doc number.</p> <p><b>Z30</b> = Key contains the item key. If the Z31-TYPE is related to hold requests (0024-0028), then the key comprises the</p>

			<p>Z37-REC-KEY.</p> <p><b>Z36</b> = Key comprises the item key (positions 1 to 20) and the Z36-NUMBER (positions 21 to 50).</p> <p>If the Z31-TYPE is 0003 (late return), 0014 (late return of issue), 00050 (recall late return fine) or 00051 (rush recall late return fine), then the Z31-KEY (positions 51 to 99) will also include Z36-LOAN-DATE, Z36-DUE-DATE, Z36-RETURNED-DATE, Z36-LOAN-HOUR, Z36-DUE-HOUR and Z36-RETURNED-HOUR.</p> <p>If the Z31-TYPE is 0040, 0041 or 0042 (lost material related transactions), then the Z31-KEY (positions 51 to 99) will also include Z36-LOAN-DATE, Z36-LOAN-HOUR, Z36-DUE-DATE and Z36-DUE-HOUR.</p> <p><b>Z38</b> = Key comprises the Z38-DOC-NUMBER + Z38-ITEM-SEQUENCE (positions 1 to 20) and the Z38-NUMBER (positions 21 to 29). <b>CONV:</b> Blank or relevant value.</p> <p><b>ILL-DOC</b> = Key comprises a doc number that is stored in the ILL library. It will be used when the Z31-TYPE is 11,15 or 16.</p> <p><b>CONV:</b> Relevant text or blank.</p>
Z31-TRANSFER-DEPARTMENT	O	X(20)	<p><b>DESC:</b> Free text field. The values can be added by the external program used for transfer management. <b>CONV:</b> Relevant text or blank.</p>
Z31-TRANSFER-DATE	M	9(8)	<p><b>DESC:</b> Date the transaction was transferred to an outside payment service. <b>CONV:</b> Relevant date or zeroes.</p>
Z31-TRANSFER-NUMBER	O	X(20)	<p><b>DESC:</b> Free text field. The values can be added by the external program used for transfer management. <b>CONV:</b> Relevant text or blank.</p>
Z31-RECALL-TRANSFER-STATUS	O	X(1)	<p><b>DESC:</b> When a transaction is transferred to an outside payment service, this field</p>

			is set to 'N'. The field is set to 'Y' when the transferred transaction is recalled/waived. <b>CONV:</b> Relevant value (Y/N) or blank.
Z31-RECALL-TRANSFER-DATE	M	X(8)	<b>DESC:</b> Recall date of the transaction transferred to an outside payment service. <b>CONV:</b> Relevant date or zeroes.
Z31-RECALL-TRANSFER-NUMBER	O	X(20)	<b>DESC:</b> Free text field. It is used together with the Z31-RECALL-TRANSFER-DATE to make sure that the same transaction is not exported twice. <b>CONV:</b> Relevant text or blank.
Z31-RELATED-Z31-KEY	O	X(27)	<b>DESC:</b> Contains the contents of the Z31-REC-KEY field of a related cash transaction. This field is used by the system to link the transaction to the associated cash transaction. This type of transaction is created in the following instances: When a transaction is partially waived. When a transaction is partially paid. When the user pays more than he owes for a cash transaction (Credit). When a transaction is partially waived. The type of transaction is defined in the Z31-RELATED-Z31-KEY-TYPE field. <b>CONV:</b> Blank or relevant value.
Z31-RELATED-Z31-KEY-TYPE	O	X(2)	<b>DESC:</b> Type of associated transaction. Used only for transactions that are linked to another cash transaction, the field defines the type of transaction. This type of transaction is created in the following instances: When a transaction is partially paid. When a transaction is partially waived. When the user pays more than he owes for a cash transaction (Credit). Valid values are: <b>PP</b> = Partial payment <b>PC</b> = Payment change <b>PW</b> = Partial waive <b>PR</b> = Partial Refund <b>CONV:</b> Blank or relevant value.
Z31-REQUESTER-NAME	O	X(100)	<b>DESC:</b> Information regarding the requesting patron, in case the request was made by a subscribed library. <b>CONV:</b> leave blank
Z31-UPD-TIME-STAMP	M	9(15)	<b>DESC:</b> Time the record was created or



			updated. <b>CONV:</b> Relevant date.
Z31-PAYMENT-IP-V6	O	X(50)	<b>DESC:</b> for future use
Z31-NOTE	O	X(500)	<b>DESC:</b> for future use