

Report Templates

June 2013

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
Administrative		
admin->EI_Templates->Miscellaneous	LISTING OF ALL EI SHORT NAMES WITH CONTACT INFORMATION	CONTAINS FULL NAME, SHORTNAME, MAILING ADDRESS, EMAIL ADDRESS AND PHONE NUMBER.
admin->EI_Templates->Miscellaneous	ORG UNIT LISTING	LISTING OF LIBRARIES BY NAME, SHORT NAME AND ORG_UNIT
admin->EI_Templates->Miscellaneous	REPORT TO OPT IN FOR CURRENT CALL NUMBERS WITHOUT VOLUMES DELETE RUN	A SITE THAT WISHES TO HAVE THEIR CALL NUMBERS WITH NO HOLDINGS DELETED SHOULD RUN THIS REPORT FOR THEIR SITE. AN AUTOMATED PROCESS WILL DETECT THAT THIS REPORT HAS RUN AND REMOVE ANY CALL NUMBERS FOR THE SITE THAT HAVE NO VOLUMES
admin->EI_Templates->Miscellaneous	SHELVING LOCATION LISTING	LISTING OF SHELVING LOCATIONS AT SELECTED LIBRARIES
owplo-globaladmin->OdonShared	LIBRARY SHORT (POLICY) NAME AND ORGANIZATIONAL UNIT ID	GIVES BASIC INFO FOR CHOSEN LIBRARY SYSTEMS
SLIS-Intern->SLIS_Grant	LISTING OF ALL EI SHORT NAMES & ID WITH CONTACT INFORMATION	CONTAINS FULL NAME, SHORTNAME, ID, MAILING ADDRESS, EMAIL ADDRESS AND PHONE NUMBER.
wknapp->Wendy	ORG UNIT LISTING (CLONE)	LISTING OF LIBRARIES BY NAME, SHORT NAME AND ORG_UNIT

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
Annual Report		
admin->EI_Templates->Annual Report Templates	Q 57 A-B - CIRC COUNT BY SHELVING LOCATION AND LIBRARY SHORTNAME	Q 57 A-B - CIRC COUNT BY SHELVING LOCATION. SORT BY SHELVING LOCATION TO SEPARATE # OF CIRCULATIONS OF CHILDREN'S MATERIALS. NOTE: THIS REPORT INCLUDES THE SHELVING LOCATIONS AS NAMED BY OTHER EI LIBRARIES.
admin->EI_Templates->Annual Report Templates	Q10 - 13 REGISTERED PATRONS FOR ANNUAL REPORT INCLUDES LIBRARY SHORTNAME	Q10 - 13 REGISTERED PATRONS -- RESIDENT, NON-RESIDENT, RECIP BORROWER, PLAC, STUDENT
admin->EI_Templates->Annual Report Templates	Q117 PLAC LOANS (REVISED 1/6/2012)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY TIME RANGE BY PROFILE PLAC AND ZIP INCLUDES ALERT MESSAGE UPDATED 1/6/2012
admin->EI_Templates->Annual Report Templates	Q164A-E - CIRC COUNT BY MATERIAL TYPE (AUDIO, VIDEO, BOOK, MAGAZINE, OTHER) INLCUDES LIBRARY SHORTNAME	Q164A-E - CIRC COUNT BY MATERIAL TYPE (AUDIO, VIDEO, BOOK, MAGAZINE, OTHER)
admin->EI_Templates->Annual Report Templates	Q58A-F HOLDINGS SELECTED INCLUDES LIBRARY SHORTNAME	COUNT OF ITEMS AT SELECTED LIBRARY BY CIRC MOD
admin->EI_Templates->Annual Report Templates	REGISTERED PLAC PATRONS WITH PLAC STAT CAT ENTRY	REGISTERED PLAC PATRONS WITH PLAC STAT CAT ENTRY
admin->EI_Templates->Miscellaneous	Q10A-D REGISTERED PATRONS	Q10A-D REGISTERED PATRONS -- RESIDENT AND NON-RESIDENT, INDIVIDUAL AND FAMILY.
admin->EI_Templates->Miscellaneous	Q12 RECIPROCAL BORROWERS	Q12 RECIPROCAL BORROWERS - RECIPROCALBORROWER AND RECIPROCALBORROWERLIMITEDACCESS
admin->EI_Templates->Miscellaneous	Q13 NON-RESIDENT STUDENT BORROWERS	Q13 NON-RESIDENT STUDENT BORROWERS - STUDENT AND STUDENTLIMITEDACCESS
apl-localadmin->Norma2	Q 57 A-B - CIRC COUNT BY SHELVING LOCATION (CLONE)2	Q 57 A-B - CIRC COUNT BY SHELVING LOCATION. SORT BY SHELVING LOCATION TO SEPARATE # OF CIRCULATIONS OF CHILDREN'S MATERIALS. NOTE: THIS REPORT INCLUDES THE SHELVING LOCATIONS AS NAMED BY OTHER EI LIBRARIES.
apl-localadmin->Norma2	Q10 - 13 REGISTERED PATRONS FOR ANNUAL REPORT (CLONE)MAY	Q10 - 13 REGISTERED PATRONS -- RESIDENT, NON-RESIDENT, RECIP BORROWER, PLAC, STUDENT
apl-localadmin->Norma2	Q58A-F HOLDINGS SELECTED INCLUDES LIBRARY SHORTNAME (CLONE)	COUNT OF ITEMS AT SELECTED LIBRARY BY CIRC MOD
esi-admin->SteveShared	Q10A-D REGISTERED PATRONS	
hbplh-localadmin->training	Q10A-D REGISTERED PATRONS (CLONE) (CLONE)	Q10A-D REGISTERED PATRONS -- RESIDENT AND NON-RESIDENT, INDIVIDUAL AND FAMILY.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
hbplh-localadmin->training	Q164A-E - CIRC COUNT BY MATERIAL TYPE (AUDIO, VIDEO, BOOK, MAGAZINE, OTHER) (CLONE)	Q164A-E - CIRC COUNT BY MATERIAL TYPE (AUDIO, VIDEO, BOOK, MAGAZINE, OTHER)
hbplh-localadmin->training	Q58A-F HOLDINGS (CLONE)	COUNT OF ITEMS AT SELECTED LIBRARY BY CIRC MOD
lipll-localadmin->Ligonier templates	Q12 RECIPROCAL BORROWERS (CLONE)	Q12 RECIPROCAL BORROWERS - RECIPROCALBORROWER AND RECIPROCALBORROWERLIMITEDACCESS
lipll-localadmin->Ligonier templates	Q164A-E - CIRC COUNT BY MATERIAL TYPE (AUDIO, VIDEO, BOOK, MAGAZINE, OTHER) (CLONE)	Q164A-E - CIRC COUNT BY MATERIAL TYPE (AUDIO, VIDEO, BOOK, MAGAZINE, OTHER)
ltpll-localadmin->Annual Reports->2010	Q10A-D REGISTERED PATRONS	Q10A-D REGISTERED PATRONS -- RESIDENT AND NON-RESIDENT, INDIVIDUAL AND FAMILY.
ltpll-localadmin->Annual Reports->2010	Q12 RECIPROCAL BORROWERS	Q12 RECIPROCAL BORROWERS - RECIPROCALBORROWER AND RECIPROCALBORROWERLIMITEDACCESS
ltpll-localadmin->Annual Reports->2010	Q12A PLAC BORROWERS	Q12A PLAC BORROWERS - PLAC AND PLACLIMITEDACCESS
ltpll-localadmin->Annual Reports->2010	Q12A PLAC BORROWERS (CLONE)	Q12A PLAC BORROWERS - PLAC AND PLACLIMITEDACCESS
ltpll-localadmin->Annual Reports->2010	Q57A-B MATERIALS CIRCULATION	Q57A-B MATERIALS CIRCULATION, BY SHELVING LOCATION (WILL REQUIRE SOME MANUAL CALCULATIONS, ESPECIALLY FOR Q57B)
ltpll-localadmin->Annual Reports->2010	Q57C IN-HOUSE USAGE	Q57C IN-HOUSE USAGE - TOTAL IN-HOUSE USAGE OF MATERIALS
ltpll-localadmin->Annual Reports->2010	Q57G PLAYAWAYS	Q57G PLAYAWAYS - LTPLL ONLY HAS PLAYAWAYS, AND THEIR CALL NUMBERS END IN " MP3" SO WE WILL USE THIS
ltpll-localadmin->Annual Reports->2010	Q58A-F HOLDINGS	COUNT OF ITEMS AT SELECTED LIBRARY BY CIRC MOD
ltpll-localadmin->Annual Reports->2010	SURVEY 21 Q&A	
ltpll-localadmin->Annual Reports->2011	Q10A-12A - REGISTRATIONS (NOT 10B)	Q10A-12A - REGISTRATIONS -- INDIVIDUAL RESIDENT, NON-RESIDENT, RECIPROCAL, AND PLAC.
ltpll-localadmin->Annual Reports->2011	Q57A-B CIRCULATION AND HOLDINGS	Q57A-B CIRCULATION AND HOLDINGS -- TOTAL CIRCULATION OF ALL MATERIALS, CIRCULATION OF CHILDREN'S (0-14 YEARS) MATERIALS. (MAY REQUIRE MANUAL CALCULATION IN SPREADSHEET.)
ltpll-localadmin->Annual Reports->2011	Q57C - CIRCULATION AND HOLDINGS	Q57C - CIRCULATION AND HOLDINGS -- TOTAL IN-HOUSE USAGE OF MATERIALS

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
ltpll-localadmin->Annual Reports->2011	Q57G - CIRCULATION AND HOLDINGS	Q57G - CIRCULATION AND HOLDINGS -- NUMBER OF ANNUAL CIRCULATIONS OF BOOK READING OR MUSIC PLAYING DEVICES. (LTPLL ONLY HAS PLAYAWAYS, AND THEIR CALL NUMBERS END IN " MP3" SO WE WILL USE THIS)
ltpll-localadmin->Annual Reports->2011	Q58,C-F - CIRCULATION AND HOLDINGS	Q58,C-F - CIRCULATION AND HOLDINGS -- SELECTED HOLDINGS (BOOKS,VIDEO MATERIALS (PHYSICAL AND DOWNLOADABLE), AUDIO MATERIALS (PHYSICAL AND DOWNLOADABLE), ELECTRONIC FORMAT (AND E-BOOKS))
ltpll-localadmin->Annual Reports->2012	2-001 - 2-008 - REGISTRATIONS	2-001 - 2-008 - REGISTRATIONS -- INDIVIDUAL RESIDENT, NON-RESIDENT, RECIPROCAL, PLAC AND STAFF.
ltpll-localadmin->Annual Reports->2012	9-001 - 9-002 - CIRCULATION AND HOLDINGS (CLONE)	9-001 - 9-002 - CIRCULATION AND HOLDINGS -- TOTAL CIRCULATION OF ALL MATERIALS, CIRCULATION OF CHILDREN'S (0-14 YEARS) MATERIALS. (MAY REQUIRE MANUAL CALCULATION IN SPREADSHEET.)
ltpll-localadmin->Annual Reports->2012	9-003 - CIRCULATION AND HOLDINGS	9-003 - CIRCULATION AND HOLDINGS -- TOTAL IN-HOUSE USAGE OF MATERIALS
ltpll-localadmin->Annual Reports->2012	9-008 - CIRCULATION AND HOLDINGS	9-008 - CIRCULATION AND HOLDINGS -- NUMBER OF ANNUAL CIRCULATIONS OF BOOK READING OR MUSIC PLAYING DEVICES. (LTPLL ONLY HAS PLAYAWAYS, AND THEIR CALL NUMBERS END IN " MP3" SO WE WILL USE THIS)
ltpll-localadmin->Annual Reports->2012	9-011 - 9-017 - CIRCULATION AND HOLDINGS	9-011 - 9-017 - CIRCULATION AND HOLDINGS -- SELECTED HOLDINGS (BOOKS,VIDEO MATERIALS (PHYSICAL AND DOWNLOADABLE), AUDIO MATERIALS (PHYSICAL AND DOWNLOADABLE), ELECTRONIC FORMAT (AND E-BOOKS))
owplo-globaladmin->OdonShared->Annual Report templates	Q58A-F HOLDINGS	COUNT OF ITEMS AT SELECTED LIBRARY BY CIRC MOD
plfd-admin->Useful Reports	Q117 PLAC LOANS (REVISED 1/6/2012) (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY TIME RANGE BY PROFILE PLAC AND ZIP INCLUDES ALERT MESSAGE UPDATED 1/6/2012
ptplp-localadmin->Brenda	PATRONS (CLONE)TEST B (CLONE)	Q10A-D REGISTERED PATRONS -- RESIDENT AND NON-RESIDENT, INDIVIDUAL AND FAMILY.
ptplp-localadmin->Brenda	Q10A-D REGISTERED PATRONS -PRINCETON	Q10A-D REGISTERED PATRONS -- RESIDENT AND NON-RESIDENT, INDIVIDUAL AND FAMILY.
ptplp-localadmin->Brenda	Q10A-D RESIDENT PATRONS -PRINCETON (CLONE)	Q10A-D REGISTERED PATRONS -- RESIDENT AND NON-RESIDENT, INDIVIDUAL AND FAMILY.
ptplp-localadmin->Brenda	Q10A-D RESIDENT PATRONS -PRINCETON (CLONE) (CLONE) JAN11	Q10A-D REGISTERED PATRONS -- RESIDENT AND NON-RESIDENT, INDIVIDUAL AND FAMILY.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
ptplp-localadmin->Brenda	Q12 RECIPROCAL BORROWERS -PRINCETON	Q12 RECIPROCAL BORROWERS - RECIPROCALBORROWER AND RECIPROCALBORROWERLIMITEDACCESS
ptplp-localadmin->Brenda	Q12 RECIPROCAL BORROWERS -PRINCETON (CLONE)2	Q12 RECIPROCAL BORROWERS - RECIPROCALBORROWER AND RECIPROCALBORROWERLIMITEDACCESS
ptplp-localadmin->Brenda	Q13 PRINCETON NON-RESIDENT STUDENT BORROWERS	Q13 NON-RESIDENT STUDENT BORROWERS - STUDENT AND STUDENTLIMITEDACCESS
ptplp-localadmin->Brenda	Q13 PRINCETON SUBSCRIPTION BORROWERS (CLONE)	Q13 NON-RESIDENT STUDENT BORROWERS - STUDENT AND STUDENTLIMITEDACCESS
ptplp-localadmin->Brenda	Q13 PRINCETON SUBSCRIPTION BORROWERS (CLONE) (CLONE)	Q13 NON-RESIDENT STUDENT BORROWERS - STUDENT AND STUDENTLIMITEDACCESS
rplr-localadmin->Rpl	Q10 - 13 REGISTERED PATRONS FOR ANNUAL REPORT (CLONE)	Q10 - 13 REGISTERED PATRONS -- RESIDENT, NON-RESIDENT, RECIP BORROWER, PLAC, STUDENT
rweiland->Rich APLS	Q164A-E - CIRC COUNT BY MATERIAL TYPE (AUDIO, VIDEO, BOOK, MAGAZINE, OTHER) (CLONE)	Q164A-E - CIRC COUNT BY MATERIAL TYPE (AUDIO, VIDEO, BOOK, MAGAZINE, OTHER)
sborger->isl-testing	Q10 - 13 REGISTERED PATRONS FOR ANNUAL REPORT INCLUDES LIBRARY SHORTNAME (CLONE) - TO INCLUDE PATRON NAME (CLONE) (CLONE) (CLONE)	Q10 - 13 REGISTERED PATRONS -- RESIDENT, NON-RESIDENT, RECIP BORROWER, PLAC, STUDENT LISTING PATRON NAMES
wknapp->Wendy	Q10 - 13 REGISTERED PATRONS FOR ANNUAL REPORT (CLONE)	Q10 - 13 REGISTERED PATRONS -- RESIDENT, NON-RESIDENT, RECIP BORROWER, PLAC, STUDENT
wknapp->Wendy	Q10 - 13 REGISTERED PATRONS FOR ANNUAL REPORT FOR ALL LIBRARIES	Q10 - 13 REGISTERED PATRONS -- RESIDENT, NON-RESIDENT, RECIP BORROWER, PLAC, STUDENT
wknapp->Wendy	Q10 - 13 REGISTERED PATRONS FOR ANNUAL REPORT FOR MVPLM	Q10 - 13 REGISTERED PATRONS -- RESIDENT, NON-RESIDENT, RECIP BORROWER, PLAC, STUDENT
wknapp->Wendy	Q117 PLAC LOANS	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY TIME RANGE BY PROFILE PLAC AND ZIP FROM MAILING ADDRESS.
wknapp->Wendy	Q117 PLAC LOANS INLCUDES STAT CATEGORY NAME (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY TIME RANGE BY PROFILE PLAC AND ZIP.
wknapp->Wendy	Q58A-F HOLDINGS FOR 2010	COUNT OF ITEMS AT SELECTED LIBRARY BY CIRC MOD
wknapp->Wendy Share	Q10 - 13 REGISTERED PATRONS FOR ANNUAL REPORT FOR MAILING	Q10 - 13 REGISTERED PATRONS -- RESIDENT, NON-RESIDENT, RECIP BORROWER, PLAC, STUDENT
wknapp->Wendy Share	Q10 - 13 REGISTERED PATRONS FOR ANNUAL REPORT WITH ZIP	Q10 - 13 REGISTERED PATRONS -- RESIDENT, NON-RESIDENT, RECIP BORROWER, PLAC, STUDENT

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
wknapp->Wendy Share	Q117 PLAC LOANS (V. 4) (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY TIME RANGE BY PROFILE PLAC AND ZIP INCLUDES ALERT MESSAGE
wknapp->wknapp-ISL Training	Q10 - 13 REGISTERED PATRONS FOR ANNUAL REPORT WITH ZIP	Q10 - 13 REGISTERED PATRONS -- RESIDENT, NON-RESIDENT, RECIP BORROWER, PLAC, STUDENT
wknapp->wknapp-ISL Training	Q117 PLAC LOANS	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY TIME RANGE BY PROFILE PLAC AND ZIP INCLUDES ALERT MESSAGE
wknapp->wknapp-ISL Training	Q117 PLAC LOANS 2(CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY TIME RANGE BY PROFILE PLAC AND ZIP INCLUDES ALERT MESSAGE
wknapp->wknapp-ISL Training	Q117 PLAC LOANS 3 (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY TIME RANGE BY PROFILE PLAC AND ZIP INCLUDES ALERT MESSAGE
wknapp->wknapp-ISL Training	Q58A-F HOLDINGS SELECTED INCLUDES LIBRARY SHORTNAME (CLONE)	COUNT OF ITEMS AT SELECTED LIBRARY BY CIRC MOD

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
Bibliographic Records		
		LIST OF ITEMS BY STATUS, CALL NUMBER, TITLE, BARCODE, SHELVING LOCATION, COPY STATUS AND LAST EDIT DATE. NOTE: IF YOU RUN AN INTRANSIT STATUS FROM THIS TEMPLATE, THE DATE LAST EDITED IS NOT THE DATE THE ITEM WAS PUT IN TRANSIT. YOU MUST USE A DIFFERENT TEMPLATE TYPE FOR TRANSIT DATE INFORMATION.
admin->EI_Templates->Bibliographic Records	LIST OF ITEMS A TO Z WITH BARCODE	
admin->EI_Templates->Bibliographic Records	TOTAL BIB\TITLES COUNT BY LIBRARY	COUNT OF TOTAL BIB\TITLES AT SELECTED LIBRARY
admin->Georgia PINES Templates->Bibliographic Records	TOTAL TITLE/BIB COUNT	COUNT OF TOTAL TITLES OWNED BY LIBRARY
	COUNT OF RECORDS ADDED BY LIBRARY BETWEEN DATES	THE NUMBER OF RECORDS THAT WERE ADDED BETWEEN DATES BY USERS AT SPECIFIED LIBRARIES. BROKEN OUT BY LIBRARY AND CREATOR. "HOME LIBRARY" REFERS TO THE HOME LIBRARY OF THE USER(S) THAT CREATED RECORDS DURING THAT TIME.
isl-jasonb->Shared Templates->Bibliographic Records	LIST RECORDS WITH SPECIFIC FIELDS LIMITED BY ITEM SHELVING LOCATION	LISTS THE RECORD ID, TITLE, FIELD, AND FIELD VALUE FOR SPECIFIED FIELDS. REQUIRES THAT A LIBRARY HAS HOLDINGS ON THE RECORD!
isl-jasonb->Shared Templates->Bibliographic Records	TOTAL BIB\TITLES COUNT BY LIBRARY (CLONE)	COUNT OF TOTAL BIB\TITLES AT SELECTED LIBRARY
wknapp->Wendy	TOTAL BIB\TITLES COUNT IN EVERGREEN	COUNT OF TOTAL BIB\TITLES AT SELECTED LIBRARY
wknapp->Wendy	DELETED BIBLIOGRAPHIC RECORDS BY USER AND MONTH	SELECT THE LIBRARY AND MONTH + YEAR TO FIND THE COUNT OF ALL BIB RECORDS DELETED BY EACH USER AT THAT LIBRARY
wknapp->Wendy Share		

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
Branch Specific		
admin->EI_Templates->Customized Branch Specific Templates	BZPLB - CIRCULATIONS BY MONTH, SHELVING LOCATION	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH AND SHELVING LOCATION. SELECT 1 OR MULTIPLE SHELVING LOCATIONS.
admin->EI_Templates->Customized Branch Specific Templates	COUNT OF CIRCULATIONS BY PATRON PROFILE, NAME AND CIRC MODIFIER	COUNT OF CIRCULATIONS GROUPED BY PATRON AND CIRC MODIFIER ON A MONTHLY BASIS.
admin->EI_Templates->Customized Branch Specific Templates	COUNT OF NON-CATALOGED CIRCULATIONS FOR WEST LEBANON	FILTER BY DATE, NON-CAT ITEM TYPE, OWNING LIBRARY
admin->EI_Templates->Customized Branch Specific Templates	GDCPLG OVERDUE CALL LIST - PAPER REDUCTION (ONE DAY - RELATIVE)	A RECURRING REPORT LISTING ALL OVERDUE ITEMS AT A PARTICULAR LIBRARY WITH RELEVANT PATRON/ITEM INFORMATION. (DAILY, WITH PATRON INFO FIRST)
admin->EI_Templates->Customized Branch Specific Templates	GPLG - LIST OF PATRONS WITH OVERDUE MATERIALS OR UNPAID BILLINGS, BY GRADUATION YEAR - REVISION 2	UTILIZES THE GPLG STATISTICAL CATEGORY (ID = 11130) TO PROVIDE A LISTING OF STUDENTS WITH OVERDUE ITEMS ALONG WITH THEIR GRADUATION YEAR. THIS REPORT WILL ONLY INCLUDE STUDENTS WHO HAVE A PROPER GRADUATION YEAR SET IN THE "GRADUATION YEAR" STATISTICAL CATEGORY, OWNED BY GPL.
admin->EI_Templates->Customized Branch Specific Templates	GPLG OUTSTANDING FINES BY GRAD CLASS - INCLUDING TITLE AND BARCODE.	LISTS GPLG PATRONS FOR A SPECIFIC GRADUATION YEAR WITH FINES.
admin->EI_Templates->Customized Branch Specific Templates	GPLG OVERDUES BY GRAD CLASS	LISTS GPLG PATRONS FOR A SPECIFIC GRADUATION YEAR WITH OVERDUE MATERIALS. IF THE COLUMN LABELED GRADUATION YEAR (FROM STAT CAT ENTRY TEXT) IS BLANK THEN IGNORE THE LINE!
admin->EI_Templates->Customized Branch Specific Templates	GPLG OVERDUES BY GRAD CLASS WITH TITLE	LISTS GPLG PATRONS FOR A SPECIFIC GRADUATION YEAR WITH OVERDUE MATERIALS. INCLUDES ITEM BARCODE AND TITLE.
admin->EI_Templates->Customized Branch Specific Templates	LOPLL - LIST OF PATRONS BY 'TOWNSHIPS' STATISTICAL CATEGORY	UTILIZES THE LOPLL STATISTICAL CATEGORY (ID = 11122) TO PROVIDE A LISTING OF PATRONS, ALONG WITH THEIR ENTRY FROM THE 'TOWNSHIP' STATISTICAL CATEGORY.
admin->EI_Templates->Customized Branch Specific Templates	MONSANTO CIRCULATIONS	COUNT OF CIRCULATIONS BY PATRONS WHO ARE MEMBERS OF THE "SUBSCRIPTION CARD THRU GIFT" STAT CAT
admin->EI_Templates->Customized Branch Specific Templates	MVPLM AMNESTY COUNTS	A COUNT OF CHECKINS FOR A PARTICULAR ORG UNIT WITH A DUE DATE LESS THAN SOME DATE, AND A CHECKIN TIME BETWEEN A GIVEN AMNESTY PERIOD.
admin->EI_Templates->Customized Branch Specific Templates	PATRONS BY TOWNSHIP STATISTICAL CATEGORY FOR FLORA-MONROE TWP. PUBLIC LIBRARY	CUSTOM REPORT FOR FLORA-MONROE TWP. PUBLIC LIBRARY LISTS NAMES BY TOWNSHIP. ALSO INCLUDES PATRONS' ADDRESSES AND RECORD CREATION DATES.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->EI_Templates->Customized Branch Specific Templates	PTPLP LOCAL NEWSLETTER PREFERENCE	A LISTING OF PATRONS ALONG WITH THEIR NEWSLETTER PREFERENCE
admin->EI_Templates->Customized Branch Specific Templates	UCPLUC - LIST OF PATRONS WITH TOWNSHIP STAT CAT ENTRY (REVISION 2)	UTILIZES THE UCPLUC STATISTICAL CATEGORY (ID = 11120) TO PROVIDE A LISTING OF PATRONS ALONG WITH THEIR "TOWNSHIPS" STAT CAT ENTRY. THIS REPORT IS ONLY USABLE BY UCPLUC.
admin->EI_Templates->Customized Branch Specific Templates	WWPLW - CIRC'S BY HOME LIBRARY STATISTICAL CATEGORY	COUNT OF CIRCULATIONS FOR EACH ENTRY IN THE HAMILTON COUNTY LIBRARIES FOR A GIVEN TIME PERIOD.
admin->EI_Templates->Customized Branch Specific Templates	WWPLW - CIRC'S BY HOME LIBRARY STATISTICAL CATEGORY WITH LOCATION	COUNT OF CIRCULATIONS FOR EACH ENTRY IN THE HAMILTON COUNTY LIBRARIES FOR A GIVEN TIME PERIOD.
admin->EI_Templates->Stat Cat	PATRONS BY TOWNSHIP STATISTICAL CATEGORY	CUSTOM REPORT FOR BUTLER PUBLIC LIBRARY. LISTS NAMES BY TOWNSHIP
admin->EI_Templates->Stat Cat	PATRONS BY TOWNSHIP STATISTICAL CATEGORY FOR WEST LEBANON	CUSTOM REPORT FOR WEST LEBANON PUBLIC LIBRARY. LISTS NAMES BY TOWNSHIP, LISTS RECORD CREATION DATE
admin->EI_Templates->Stat Cat	STAT CAT SEARCH HMMPL	LIST ITEMS WITH TOTAL USE COUNT FILTERED BY LIBRARY, IS DELETED AND STAT CAT ID. THIS IS FOR USE COUNTS CIRCULATED FROM EVERGREEN AND SIRSI
esi-admin->SteveShared	CIRCULATIONS BY TOWNSHIP STATISTICAL CATEGORY (CLONE)	CUSTOM REPORT FOR BUTLER PUBLIC LIBRARY. MAY BE SUITABLE AS AN EXAMPLE FOR CREATING SIMILAR REPORTS.
lbpl-localadmin->EI Shared Templates	MONTHLY CIRCULATION FOR ROACHDALE	MONTHLY COUNT OF CIRCULATION. BUILT FOR ROACHDALE BY REQUEST.
lbpl-localadmin->EI Shared Templates	MONTHLY CIRCULATION FOR ROACHDALE PL	MONTHLY COUNT OF CIRCULATION. BUILT FOR ROACHDALE BY REQUEST.
mvpl-localadmin->Lori	COLLECTIONS REPORT - MOORESVILLE CUSTOMIZED TOOK OUT ?	CUSTOMIZED COLLECTIONS REPORT FOR MVPLM REQUESTED BY LORI BECKER
mvpl-localadmin->Lori	COLLECTIONS REPORT - MOORESVILLE CUSTOMIZED TOOK OUT COPIES	CUSTOMIZED COLLECTIONS REPORT FOR MVPLM REQUESTED BY LORI BECKER
wknapp->Wendy Share	CIRCULATIONS BY SUBSCRIPTION CARD THRU GIFT STATISTICAL CATEGORY	CUSTOM REPORT FOR PRINCETON PUBLIC LIBRARY.
wknapp->Wendy Share	CIRCULATIONS BY SUBSCRIPTION CARD THRU GIFT STATISTICAL CATEGORY (CLONE)	CUSTOM REPORT FOR PRINCETON PUBLIC LIBRARY. MAY BE SUITABLE AS AN EXAMPLE FOR CREATING SIMILAR REPORTS.
wwplw-localadmin->wwplw-sandy	VIDEO TEST TEMPLATE FOR EDITION 3	INCLUDES STAT CAT AND ENTRIES

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
Cataloging		
admin->EI_Templates->Monthly Statistics	STAFF CATALOGING ACTIVITY REPORT	COUNT OF RECORDS CREATED BY A CATALOGING USER (FILTER BY USERNAME) DURING A GIVEN TIME PERIOD.
admin->EI_Templates->Monthly Statistics	STAFF CATALOGING ACTIVITY REPORT BIBS	COUNT OF BIB RECORDS CREATED BY A CATALOGING USER (FILTER BY USERNAME) DURING A GIVEN TIME PERIOD.
admin->EI_Templates->Monthly Statistics	STAFF CATALOGING ACTIVITY REPORT ITEMS	COUNT OF ITEMS CREATED BY A CATALOGING USER (FILTER BY USERNAME) DURING A GIVEN TIME PERIOD.
admin->General Report Templates (from Equinox)->Library Collections	LIST PRE-CATS	NOTE: ONLY LISTS ITEMS STILL CHECKED OUT. WHEN THE ITEM IS CHECKED IN, THE ITEM WILL CEASE TO BE A PRE-CATALOGED ITEM. THE BAR CODE MAY BE TRANSFERRED TO A FULL CATALOGING RECORD TO RETAIN BAR CODE AND TRANSACTION DATA.
ampla-localadmin->General Collection Reports	STACKS REPORT (CLONE)	REPORT OF ITEMS WITH A SHELVING LOCATION OF STACKS.
ampla-localadmin->General Collection Reports	STACKS REPORT (CLONE) (CLONE)	REPORT OF ITEMS WITH A SHELVING LOCATION OF STACKS.
ampla-localadmin->Monthly Reports	STACKS REPORT	REPORT OF ITEMS WITH A SHELVING LOCATION OF STACKS.
isl-jasonb->Shared Templates->Items	LIST PRE-CAT ITEMS NO LONGER CIRCULATING	LIBRARY, TITLE, AUTHOR, ISBN, BARCODE, AND DATE CREATED FOR PRE-CAT ITEMS THAT ARE NOT CIRCULATING. GOOD IF YOU USE PRE-CATS FOR ILLS (TO DELETE THEM) OR TO LOOK FOR ITEMS THAT SHOULD HAVE BEEN CATALOGED BUT WERE RE-SHELVED INSTEAD.
mutplm-localadmin->PortiaTraining	LIST PRE-CAT ITEMS NO LONGER CIRCULATING (CLONE)	LIBRARY, TITLE, AUTHOR, ISBN, BARCODE, AND DATE CREATED FOR PRE-CAT ITEMS THAT ARE NOT CIRCULATING. GOOD IF YOU USE PRE-CATS FOR ILLS (TO DELETE THEM) OR TO LOOK FOR ITEMS THAT SHOULD HAVE BEEN CATALOGED BUT WERE RE-SHELVED INSTEAD.
ptplp-localadmin->Brenda	NULL AND EMPTY CIRC MODIFIER AUDIT (CLONE) WITH CALL NUMBER	THIS REPORT IS USED TO GENERATE A LISTING OF NON-DELETED BARCODES WHICH HAVE NO VALID CIRCULATION MODIFIER VALUE SET. THIS WILL PREVENT THE ITEMS FROM CIRCULATING WITH THE PROPER LOAN PERIODS AND MAY CAUSE INCORRECT FINE VALUES. RUN THIS REPORT REGULARLY TO AUDIT YOUR CATALOG FOR THESE TYPES OF ERRORS.
wknapp->Wendy	STAFF CATALOGING ACTIVITY REPORT ITEMS - DELETED BIB RECORDS	COUNT OF ITEMS DELETED BY A CATALOGING USER (FILTER BY USERNAME) DURING A GIVEN TIME PERIOD.
wknapp->Wendy	STAFF CATALOGING ACTIVITY REPORT ITEMS - DELETED BIB RECORDS TAKE 2	COUNT OF ITEMS DELETED BY A CATALOGING USER (FILTER BY USERNAME) DURING A GIVEN TIME PERIOD.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
wwplw-localadmin->wwplw-sandy	NULL AND EMPTY CIRC MODIFIER AUDIT W/ CALL #	THIS REPORT IS USED TO GENERATE A LISTING OF NON-DELETED BARCODES WHICH HAVE NO VALID CIRCULATION MODIFIER VALUE SET. THIS WILL PREVENT THE ITEMS FROM CIRCULATING WITH THE PROPER LOAN PERIODS AND MAY CAUSE INCORRECT FINE VALUES. RUN THIS REPORT REGULARLY TO AUDIT YOUR CATALOG FOR THESE TYPES OF ERRORS.
wwplw-localadmin->wwplw-sandy	NULL AND EMPTY CIRC MODIFIER AUDIT W/ CALL # WITH DUMMY TITLE	THIS REPORT IS USED TO GENERATE A LISTING OF NON-DELETED BARCODES WHICH HAVE NO VALID CIRCULATION MODIFIER VALUE SET. THIS WILL PREVENT THE ITEMS FROM CIRCULATING WITH THE PROPER LOAN PERIODS AND MAY CAUSE INCORRECT FINE VALUES. RUN THIS REPORT REGULARLY TO AUDIT YOUR CATALOG FOR THESE TYPES OF ERRORS.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
Circulation		
admin->EI_Templates->Circulation	CLAIMS RETURNED ITEMS BETWEEN DATES	LISTING OF ITEM TITLES, BARCODES AND CALL NUMBERS ALONG WITH PATRON WHO CLAIMS ITEM WAS RETURNED BETWEEN A GIVEN DATE RANGE.
admin->EI_Templates->Circulation	COUNT OF CIRCULATIONS BY PATRON PROFILE (MONTHLY) (CLONE)	COUNT OF CIRCULATIONS GROUPED BY PATRON PROFILE GROUP ON A MONTHLY BASIS.
admin->EI_Templates->Circulation	DAILY CIRC BY CIRCULATION MODIFIER AND SHELVING LOCATION (REVISED 1/19/2012)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
admin->EI_Templates->Circulation	IN HOUSE USE BY COPY LOCATION	A COUNT OF IN HOUSE USES, GROUPED BY COPY LOCATION.
admin->EI_Templates->Circulation	ITEM USAGE COUNT BY BARCODE	COUNT OF CHECKOUTS FOR A USER SUPPLIED BARCODE.
admin->EI_Templates->Circulation	MONTHLY CIRC BY CIRCULATION MODIFIER	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER.
admin->EI_Templates->Circulation	MONTHLY CIRC BY CIRCULATION MODIFIER AND SHELVING LOCATION	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
admin->EI_Templates->Circulation	MONTHLY CIRC BY CIRCULATION MODIFIER AND SHELVING LOCATION AND CIRC MODIFIER	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
admin->EI_Templates->Circulation	MONTHLY CIRC BY CIRCULATION MODIFIER, SHELVING LOCATION AND OWNING LIBRARY	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
admin->EI_Templates->Circulation	MONTHLY CIRCULATION COUNTS BY SHELF LOCATION (ALL SHELVING LOCATIONS - INCLUDES OWNING LIBRARY - REV. OCTOBER 2010)	BREAKDOWN OF CIRCULATIONS BY SELECTED TIME PERIOD. FILTERS BY CHECKOUT DATE AND CIRCULATING LIBRARY. DOES NOT INCLUDE INTRA-SYSTEM TRANSITS (BRANCH-TO-BRANCH).
admin->EI_Templates->Circulation	MONTHLY CIRCULATION COUNTS BY SHELF LOCATION (ALL SHELVING LOCATIONS)	BREAKDOWN OF CIRCULATIONS BY THE DAY OF THE WEEK. INCLUDES A CHECKOUT DATE FILTER AND CIRCULATING LIBRARY FILTER.
admin->EI_Templates->Circulation	MONTHLY CIRCULATION COUNTS BY SHELF LOCATION (ALL SHELVING LOCATIONS) LISTING TITLES	BREAKDOWN OF CIRCULATIONS BY THE DAY OF THE WEEK. INCLUDES A CHECKOUT DATE FILTER AND CIRCULATING LIBRARY FILTER.
admin->EI_Templates->Circulation	MONTHLY CIRCULATION COUNTS BY SHELF LOCATION (MAY 2010 REVISION)	BREAKDOWN OF CIRCULATIONS BY THE DAY OF THE WEEK. INCLUDES A CHECKOUT DATE FILTER, COPY LOCATION FILTER, AND CIRCULATING LIBRARY FILTER.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->EI_Templates->Circulation	MONTHLY CIRCULATION COUNTS OF ITEMS OWNED BY ONE LIBRARY, AND CIRCULATED ELSEWHERE SHOWS CIRCULATING LIBRARY	BREAKDOWN OF CIRCULATIONS BY SELECTED TIMEFRAME. SHOWS CIRCULATING LIBRARY, NUMBER OF CIRCS, AND SHELVING LOCATIONS. FILTERED BY CHECKOUT DATE, OWNING LIBRARY AND CIRCULATING LIBRARY.
admin->EI_Templates->Circulation	MONTHLY TOTAL CIRC BY CIRCULATION	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH.
admin->EI_Templates->Circulation	MONTHLY TOTAL CIRC BY PROFILE FOR PLAC CARDS BY ZIP	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH BY PROFILE PLAC AND ZIP.
admin->EI_Templates->Circulation	NON CATALOGED CIRCULATION FOR EI LIBRARIES (2010-11-22)	SELECT THE LIBRARY AND THE DATE RANGE. SEE THE NUMBER OF CIRCULATIONS BY TYPE AT EACH LIBRARY SELECTED.
admin->EI_Templates->Circulation	NON-CATALOGED CIRCULATION COUNTS	COUNT OF IN HOUSE NON CATALOGED CIRCULATIONS BY TYPE. FILTER BY CIRCULATING LIBRARY. LISTS COUNTS FOR ALL NON CATALOGED TYPES WITH > 1 CIRCULATION.
admin->EI_Templates->Circulation	PATRON BY PATRON ITEMS OUT COUNT	COUNT OF ITEMS OUT BY PATRON BARCODE, PATRON HOME LIBRARY, CIRCULATING LIBRARY. FILTERED BY LIBRARY ORG UNIT. (CSV OUTPUT RECCOMENDED)
admin->EI_Templates->Circulation	TOTAL CIRC DATE	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY SELECTED DATE.
admin->EI_Templates->Monthly Statistics	COUNT OF CIRCULATIONS BY PATRON PROFILE AT LIBRARY OTHER THAN HOME LIBRARY (MONTHLY) (2010-12)	COUNT OF CIRCULATIONS GROUPED BY PATRON PROFILE GROUP ON A MONTHLY BASIS. LOOKS FOR PATRONS USING A LIBRARY OTHER THAN THE HOME LIBRARY.
admin->EI_Templates->Monthly Statistics	MONTHLY CIRCULATION COUNTS BY SHELVING LOCATION	COUNT OF CIRCULATIONS WITHIN EACH SHELVING LOCATION FOR A GIVEN MONTH
admin->EI_Templates->Monthly Statistics	MONTHLY CIRCULATION COUNTS BY SHELVING LOCATION WITH OWNING LIBRARY SHORTNAME DISPLAYED	COUNT OF CIRCULATIONS WITHIN EACH SHELVING LOCATION FOR A GIVEN MONTH
admin->EI_Templates->Monthly Statistics	MONTHLY TOTAL CIRC BY PROFILE FOR PLAC CARDS BY ZIP AND LEGACY CAT1 AND CAT2 FIELDS	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH BY PROFILE PLAC, LEGACY STATCAT AND ZIP.
admin->EI_Templates->Monthly Statistics	SELF CHECK CIRCULATION COUNTS	A COUNT OF CIRCULATIONS BY THE SELF CHECK USER AT A PARTICULAR BRANCH FOR A PARTICULAR DATE RANGE
admin->EI_Templates->Monthly Statistics	TOTAL CIRC BY PROFILE FOR PLAC CARDS BY ZIP IN MONTHLY TIME RANGE	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY TIME RANGE BY PROFILE PLAC AND ZIP.
admin->EI_Templates->Monthly Statistics	TOTAL CIRC BY PROFILE FOR PLAC CARDS BY ZIP IN MONTHLY TIME RANGE FILTERING ON STAT CAT1	HMMPL COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY TIME RANGE BY PROFILE PLAC AND CITY, CAT 1, ZIP.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->EI_Templates->Stat Cat	CIRCULATIONS BY TOWNSHIP STATISTICAL CATEGORY	CUSTOM REPORT FOR BUTLER PUBLIC LIBRARY. MAY BE SUITABLE AS AN EXAMPLE FOR CREATING SIMILAR REPORTS.
admin->General Report Templates (from Equinox)->Library Services	COUNT CIRCULATION BY LIBRARY & DAY OF THE WEEK	BREAKDOWN OF CIRCULATIONS BY THE DAY OF THE WEEK. INCLUDES A CHECKOUT DATE FILTER AND CIRCULATING LIBRARY FILTER.
admin->General Report Templates (from Equinox)->Library Services	COUNT CIRCULATIONS BY HOUR OF THE DAY	DISPLAYS CIRCS BY HOUR AT EACH CIRCULATING LIBRARY. FILTERS INCLUDE DATE RANGE AND CIRCULATING LIBRARY.
admin->General Report Templates (from Equinox)->Library Services	COUNT CIRCULATIONS BY LIBRARY & CIRCULATION MODIFIER	DISPLAYS CHECKOUT DATES, CIRCULATING LIBRARY, CIRC MODIFIER AND COUNTS. FILTERS ON CHECK OUT DATE (RANGE), CIRCULATING LIBRARY AND CIRC MODIFIER.
admin->General Report Templates (from Equinox)->Library Services	COUNT CIRCULATIONS BY LIBRARY & SHELVING LOCATION	DISPLAYS CHECKOUT DATES, CIRCULATING LIBRARY, SHELVING LOCATION AND COUNTS. FILTERS ON CHECK OUT DATE (RANGE), CIRCULATING LIBRARY AND SHELVING LOCATION. NOTE: LOCATIONS WILL ONLY SHOW BASED ON THE WORKSTATION LOGIN LIBRARY.
admin->General Report Templates (from Equinox)->Library Services	COUNT CIRCULATIONS BY NON-CATALOGED TYPE & DATE RANGE	DISPLAYED COUNT OF CIRCULATIONS BY NON-CATALOGED TYPE, CIRCULATING LIBRARY AND DATE. FILTERS ARE BY DATE RANGE, CIRCULATING LIBRARY AND NON-CATALOGED TYPES.
admin->General Report Templates (from Equinox)->Library Services	COUNT CIRCULATIONS BY PATRON PERMISSION GROUP	DISPLAYS CHECK OUT DATE (BY MONTH), PERMISSION GROUP(S), CIRCULATING LIBRARY AND COUNT. FILTERS ON CHECK OUT DATE, CIRCULATING LIBRARY AND PERMISSION GROUP.
admin->General Report Templates (from Equinox)->Library Services	COUNT IN HOUSE USAGE BY LIBRARY	DISPLAYS USAGE DATE AND COUNT. FILTERS ON LIBRARY AND DATE RANGE.
admin->General Report Templates (from Equinox)->Library Services	LIST TITLES USED IN HOUSE	LIST OF TITLES USED IN HOUSE WITHIN A DATE RANGE INCLUDING THE USE DATE AND # OF TIMES USED.
admin->General Report Templates (from Equinox)->Library Services	OPEN PRE-CAT CIRCULATIONS	DISPLAYS PRE-CAT AND PATRON INFORMATION PLUS DUE DATES. FILTERED BY CHECK OUT DATE AND LIBRARY.
admin->Georgia PINES Templates->Circulation	CIRCULATION BY DAY	CIRCULATION BY DAY WITH A FILTER OF LIBRARY AND DATE RANGE.
admin->Georgia PINES Templates->Circulation	CIRCULATION BY HOUR	CIRCULATION BY HOUR WITH A FILTER OF LIBRARY AND DATE RANGE.
admin->Georgia PINES Templates->Circulation	DAILY CIRC BY CIRCULATION MODIFIER	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY CIRC MODIFIER (OLD ITEM TYPE).
admin->Georgia PINES Templates->Circulation	DAILY CIRC BY DEMOGRAPHIC	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY PATRON DEMOGRAPHIC.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->Georgia PINES Templates->Circulation	DAILY CIRC BY LANGUAGE	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY ITEM LANGUAGE.
admin->Georgia PINES Templates->Circulation	DAILY CIRC BY LITERARY FORM	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY LITERARY FORM.
admin->Georgia PINES Templates->Circulation	DAILY CIRC BY PROFILE GROUP	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY PROFILE GROUP.
admin->Georgia PINES Templates->Circulation	ITEMS CURRENTLY CHECKED OUT	LIST OF ITEMS CHECKED OUT WITH A DUE DATE OPTION FOR OVERDUES. LIST INCLUDES PATRON BARCODE, ADDRESS, PHONE NUMBER, AND EMAIL.
admin->Georgia PINES Templates->Circulation	LIST OF ITEMS BY FINES STOPPED REASON	LIST OF ITEMS FILTERED BY A FINES STOPPED REASON AND DATE. NOTE: YOU MUST ENTER THE FINES STOPPED REASON WITH ALL CAPS AND EXACTLY LIKE THIS - CLAIMSRETURNED, LOST, AND MAXFINES
admin->Georgia PINES Templates->Circulation	MONTHLY CIRC BY CIRCULATION MODIFIER	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER (OLD ITEM TYPE).
admin->Georgia PINES Templates->Circulation	MONTHLY CIRC BY DEMOGRAPHIC	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY PATRON DEMOGRAPHIC.
admin->Georgia PINES Templates->Circulation	MONTHLY CIRC BY ITEM STAT CAT AND CIRCULATION MODIFIER	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY ITEM STAT CAT AND CIRC MODIFIER (OLD ITEM TYPE).
admin->Georgia PINES Templates->Circulation	MONTHLY CIRC BY LANGUAGE	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY ITEM LANGUAGE.
admin->Georgia PINES Templates->Circulation	MONTHLY CIRC BY LITERARY FORM	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY LITERARY FORM.
admin->Georgia PINES Templates->Circulation	MONTHLY CIRC BY PROFILE GROUP	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY PROFILE GROUP.
admin->Georgia PINES Templates->Circulation	MONTHLY CIRC BY SHELVING LOCATION	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY SHELVING LOCATION
admin->Georgia PINES Templates->Circulation	MONTHLY NONCAT CIRCS BY TYPE	MONTHLY NONCAT CIRCS BROKEN DOWN BY LIBRARY AND NONCAT TYPE
admin->Georgia PINES Templates->Fiscal Year End	FY CHILDRENS CIRCULATION	FILTERED BY ITEM STAT CAT2 FOR EASY, JUVENILE, AND JUV. ENTER EASY, JUVENILE, AND JUV IN ALL CAPS FOR THE LEGACY CAT2 FILTER.
admin->Georgia PINES Templates->Fiscal Year End	FY CIRC NO COMPUTER AND NO INTERNET	FY CIRC EXCLUDING COMPUTER AND INTERNET CIRC MODIFIERS. ENTER COMPUTER, COMPUTER, INTERNET, AND INTERNET IN THE CIRC MODIFIER LIST TO FILTER THOSE.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->Georgia PINES Templates->Fiscal Year End	FY NONCAT CIRCS BY TYPE	FY NONCAT CIRCS BY TYPE EXCLUDING IN HOUSE CIRCS. NOTE: THIS REPORT OUTPUT FOR FY07 WAS EDITED DUE TO SOME LIBRARIES USING NONCAT CIRCS INSTEAD OF NONCAT INHOUSE TYPES FOR THINGS LIKE REFERENCE QUESTIONS, COMPUTERS, PAMPHLETS, AND TAX FORMS.
admin->Georgia PINES Templates->In House Use	MONTHLY CATALOGED IN HOUSE USE BY CIRC MODIFIER	MONTHLY COUNT OF IN HOUSE USE FOR CATALOGED MATERIALS, BROKEN DOWN BY CIRCULATION MODIFIER, AT SELECT LIBRARIES FOR SELECTED MONTHS.
admin->Georgia PINES Templates->In House Use	MONTHLY NON-CATALOGED IN HOUSE USE	MONTHLY NON-CATALOGED IN HOUSE USE FOR SELECTED LIBRARIES
admin->Georgia PINES Templates->ReportsFest	CIRCULATION BY DEWEY 100'S	FILTERING BY OWNING LIBRARY AND CIRC MONTH WITH DISPLAY OF DEWEY 100'S, LEGACY CAT2, AND SHELVING LOCATION
admin->Georgia PINES Templates->ReportsFest	CURRENT NEGATIVE RENEWALS	
agoben->AGoben - Shared	NON-CATALOGED IN-HOUSE USE COUNT - MONTHLY STATISTICS	USED TO COLLECT THE COUNTS OF IN-HOUSE USE FOR NON-CATALOGED MATERIALS (NO BARCODE). FILTERS ON USE DATE (BETWEEN) AND USING LIBRARY (IN LIST). DISPLAYS USE COUNT BY NON-CATALOGED LOCATIONS/TYPES.
ampla-localadmin->Librarian Stat Report	CIRC STATS	REPORT OF CIRCULATIONS BY MONTH, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
ampla-localadmin->Librarian Stat Report	IN HOUSE	REPORT OF IN-HOUSE USE BY MONTH.
ampla-localadmin->Librarian Stat Report	MONTHLY CIRC	MONTHLY CIRC COUNT BY MATERIAL TYPE (AUDIO, VIDEO, BOOK, MAGAZINE, OTHER)
ampla-localadmin->Weekly Reports	CIRC STATS (CLONE)	REPORT OF CIRCULATIONS BY MONTH, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
apl-localadmin->Lisa	DAILY CIRC BY CIRCULATION MODIFIER AND SHELVING LOCATION AND BARCODE(CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION AND BARCODE.
apl-localadmin->Norma2	CIRCPATRTYPE (CLONE)	GENERATES A TABLE OF MONTHLY CIRCULATION COUNT FOR EACH PATRON TYPE. FILTERED BY PATRON TYPE FROM LIST. CHOOSE CHECK OUT YR/MO & LIBRARY
apl-localadmin->Norma2	CIRCPATRTYPE (CLONE) (CLONE)#4	GENERATES A TABLE OF MONTHLY CIRCULATION COUNT FOR EACH PATRON TYPE. FILTERED BY PATRON TYPE FROM LIST. CHOOSE CHECK OUT YR/MO & LIBRARY
apl-localadmin->Norma2	COUNT OF CIRCULATIONS BY PATRON PROFILE (MONTHLY) (CLONE)	COUNT OF CIRCULATIONS GROUPED BY PATRON PROFILE GROUP ON A MONTHLY BASIS.
apl-localadmin->Norma2	DAILY CIRC BY CIRCULATION MODIFIER AND SHELVING LOCATION (CLONE) AND BARCODE	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
apl-localadmin->Norma2	MONTHLY CIRC BY CIRCULATION MODIFIER, SHELVING LOCATION AND OWNING LIBRARY (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
apl-localadmin->Norma2	MONTHLY CIRC BY CIRCULATION MODIFIER, SHELVING LOCATION AND OWNING LIBRARY#3	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
bvpl-localadmin->circulation	DAILY CIRC BY CIRCULATION MODIFIER	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY CIRC MODIFIER (OLD ITEM TYPE).
bvpl-localadmin->circulation	MONTHLY CATALOGED IN HOUSE USE BY CIRC MODIFIER	MONTHLY COUNT OF IN HOUSE USE FOR CATALOGED MATERIALS, BROKEN DOWN BY CIRCULATION MODIFIER, AT SELECT LIBRARIES FOR SELECTED MONTHS.
bvpl-localadmin->circulation	MONTHLY CIRC BY PROFILE GROUP	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY PROFILE GROUP.
bvpl-localadmin->circulation	MONTHLY CIRCULATION COUNTS BY SHELF LOCATION AND FILTERED BY ORG UNIT. (REPAIRED) (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH AND SHELVING LOCATION
bvpl-localadmin->circulation	MONTHLY NON-CATALOGED IN HOUSE USE	MONTHLY NON-CATALOGED IN HOUSE USE FOR SELECTED LIBRARIES
bvpl-localadmin->circulation	MONTHLY TOTAL CIRC BY PROFILE FOR PLAC CARDS BY ZIP (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH BY PROFILEPLAC AND ZIP.
esi-admin->SteveShared	MONTHLY CIRCULATION COUNTS BY SHELVING LOCATION (NEW STEVES)	
esi-admin->SteveShared	MONTHLY CIRCULATION COUNTS BY SHELVING LOCATION (STEVES)	
hbplh-localadmin->training	MONTHLY CIRC BY CIRCULATION MODIFIER (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER.
hbplh-localadmin->training	MONTHLY CIRC BY CIRCULATION MODIFIER JULY 12 (CLONE) (CLONE) (CLONE) (CLONE) (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER.
hbplh-localadmin->training	MONTHLY CIRC BY CIRCULATION MODIFIER JULY 12 (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER.
hbplh-localadmin->training	MONTHLY CIRC BY CIRCULATION MODIFIER JULY 12 (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER.

Path to Template	Name	Description
hbplh-localadmin->training	MONTHLY CIRC BY CIRCULATION MODIFIER JULY 12 (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER.
hbplh-localadmin->training	MONTHLY CIRC BY CIRCULATION MODIFIER JULY 12 (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER.
hbplh-localadmin->training	MONTHLY CIRC BY CIRCULATION MODIFIER JULY 12 (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER.
hbplh-localadmin->training	MONTHLY CIRC BY CIRCULATION MODIFIER JULY 12 (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER.
hbplh-localadmin->training	MONTHLY CIRCULATION COUNTS BY SHELVING LOCATION AUGUST 10 (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE)	COUNT OF CIRCULATIONS WITHIN EACH SHELVING LOCATION FOR A GIVEN MONTH
hbplh-localadmin->training	MONTHLY CIRCULATION COUNTS BY SHELVING LOCATION DEC 11	COUNT OF CIRCULATIONS WITHIN EACH SHELVING LOCATION FOR A GIVEN MONTH
hbplh-localadmin->training	MONTHLY CIRCULATION COUNTS BY SHELVING LOCATION JULY 12 (CLONE) (CLONE) (CLONE)	COUNT OF CIRCULATIONS WITHIN EACH SHELVING LOCATION FOR A GIVEN MONTH
hbplh-localadmin->training	MONTHLY CIRCULATION COUNTS BY SHELVING LOCATION JULY 12 (CLONE) (CLONE) (CLONE) (CLONE)	COUNT OF CIRCULATIONS WITHIN EACH SHELVING LOCATION FOR A GIVEN MONTH
hbplh-localadmin->training	MONTHLY CIRCULATION COUNTS BY SHELVING LOCATION JULY 12 (CLONE) (CLONE) (CLONE) (CLONE) (CLONE)	COUNT OF CIRCULATIONS WITHIN EACH SHELVING LOCATION FOR A GIVEN MONTH
hbplh-localadmin->training	MONTHLY CIRCULATION COUNTS BY SHELVING LOCATION JULY 12 (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE)	COUNT OF CIRCULATIONS WITHIN EACH SHELVING LOCATION FOR A GIVEN MONTH
hbplh-localadmin->training	MONTHLY CIRCULATION COUNTS BY SHELVING LOCATION JULY 12 (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE)	COUNT OF CIRCULATIONS WITHIN EACH SHELVING LOCATION FOR A GIVEN MONTH

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
hbplh-localadmin->training	MONTHLY CIRCULATION COUNTS BY SHELVING LOCATION JULY 12 (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE)	COUNT OF CIRCULATIONS WITHIN EACH SHELVING LOCATION FOR A GIVEN MONTH
hbplh-localadmin->training	MONTHLY CIRCULATION COUNTS BY SHELVING LOCATION MAY 2013	COUNT OF CIRCULATIONS WITHIN EACH SHELVING LOCATION FOR A GIVEN MONTH
hbplh-localadmin->training	NON-CATALOGED CIRCULATION COUNTS AUGUST (CLONE)	COUNT OF IN HOUSE NON CATALOGED CIRCULATIONS BY TYPE. FILTER BY CIRCULATING LIBRARY. LISTS COUNTS FOR ALL NON CATALOGED TYPES WITH > 1 CIRCULATION.
hbplh-localadmin->training	NON-CATALOGED CIRCULATION COUNTS AUGUST (CLONE) (CLONE)	COUNT OF IN HOUSE NON CATALOGED CIRCULATIONS BY TYPE. FILTER BY CIRCULATING LIBRARY. LISTS COUNTS FOR ALL NON CATALOGED TYPES WITH > 1 CIRCULATION.
hjtplh-localadmin->HJTPLH_shared	CIRCPATRTYPE	GENERATES A TABLE OF MONTHLY CIRCULATION COUNT FOR EACH PATRON TYPE. FILTERED BY PATRON TYPE FROM LIST. CHOOSE CHECK OUT YR/MO & LIBRARY
hjtplh-localadmin->HJTPLH_shared	CIRCPATRTYPE - MULTIPLE DATE RANGE	GENERATES A TABLE OF MONTHLY CIRCULATION COUNT FOR EACH PATRON TYPE. FILTERED BY PATRON TYPE FROM LIST. CHOOSE CHECK OUT DATE RANGE AND LIBRARY
hjtplh-localadmin->HJTPLH_shared	CIRCULATION STATS	REPORT OF CIRCULATIONS BY MONTH, BROKEN DOWN BY CIRC MODIFIER, SHELVING LOCATION AND INDICATING OWNING LIBRARY.
hm-globaladmin->Shared HMMPL	SELF-CHECK CIRCULATION COUNTS HMMPL TEST WITH MONTHLY REALTIME DATE	A COUNT OF CIRCULATIONS BY THE SELF-CHECK USER AT A PARTICULAR BRANCH FOR A PARTICULAR DATE RANGE
isl-jasonb->Shared Templates->Circulation	CIRCS OPENED BY HOUR FOR SPECIFIED LIBRARIES AND NOT USER PROFILE	SHOWS HOW MANY CIRCS ARE OPENED PER HOUR FOR EACH LIBRARY
isl-jasonb->Shared Templates->Circulation	CIRCULATIONS OPENED BY STAFF BETWEEN DATES FOR PROFILES	CAN BE USED TO FIND CIRCULATIONS OPENED FOR COMPUTERUSAGE OR OTHER PROFILES NOT ALLOWED TO CIRCULATE ITEMS. DOES NOT RETURN A LIST OF ITEMS OR PATRON BARCODES
isl-jasonb->Shared Templates->Circulation	COUNT CIRCULATIONS BETWEEN DATES BY CALL NUMBER FOR MATCHING CALL NUMBER STRING	DISPLAYS THE DATE AND THE NUMBER OF CIRCULATIONS THAT TOOK PLACE DURING THE MONTH. ITEMS ARE FILTERED ON A SEGMENT OF THE CALL NUMBER. ENTERING JUV FIC A INTO THE CALL NUMBER LABEL WOULD MATCH ANY CALL NUMBERS THAT CONTAIN THAT STRING. (NOT NECESSARILY AT THE BEGINNING!)

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
isl-jasonb->Shared Templates->Circulation	COUNT OF CIRCS BETWEEN DATES FOR OWNED ITEMS ONLY BY CIRCULATION MODIFIER AND NOT USER PROFILE	COUNT OF CIRCS OPENED BETWEEN SPECIFIED DATES, ONLY FOR ITEMS OWNED BY LIBRARIES SPECIFIED, GROUPED BY SHELVING LOCATION, EXCLUDING CIRCS TO SELECTED USER PROFILES (SUCH AS INTERNALUSE). (NOTE: ITEMS WITH BLANK CIRC MODS ARE NOT COUNTED!)
isl-jasonb->Shared Templates->Circulation	COUNT OF CIRCS BETWEEN DATES FOR OWNED ITEMS ONLY BY SHELVING LOCATION AND NOT USER PROFILE	COUNT OF CIRCS OPENED BETWEEN SPECIFIED DATES, ONLY FOR ITEMS OWNED BY LIBRARIES SPECIFIED, GROUPED BY SHELVING LOCATION, EXCLUDING CIRCS TO SELECTED USER PROFILES (SUCH AS INTERNALUSE).
isl-jasonb->Shared Templates->Circulation	COUNT OF CIRCS BETWEEN DATES FOR OWNED ITEMS ONLY BY SHELVING LOCATION, CIRC MODIFIER, AND NOT USER PROFILE	COUNT OF CIRCS OPENED BETWEEN SPECIFIED DATES, ONLY FOR ITEMS OWNED BY LIBRARIES SPECIFIED, GROUPED BY SHELVING LOCATION AND CIRC MODIFIER, EXCLUDING CIRCS TO SELECTED USER PROFILES (SUCH AS INTERNALUSE).
isl-jasonb->Shared Templates->Circulation	COUNT OF CIRCS OPENED FOR BARCODES AT LIBRARIES	COUNT OF CIRCS OPENED BETWEEN DATES AT SPECIFIED LIBRARIES, BROKEN DOWN BY ITEM. GOOD FOR ROTATING COLLECTION TRACKING.
isl-jasonb->Shared Templates->Circulation	COUNT OF CIRCULATION BETWEEN DATES FOR SPECIFIED LIBRARIES AND USER PROFILES	NUMBER OF ITEMS CIRCULATED TO SPECIFIED USER PROFILES AT SPECIFIED LIBRARIES, GROUPED BY PROFILE, POSTAL CODE, AND CITY
isl-jasonb->Shared Templates->Circulation	COUNT OF CIRCULATION BY DAY OF WEEK BETWEEN DATES	HOW MANY CIRCS OPENED BY DAY OF WEEK, IGNORING RENEWALS
isl-jasonb->Shared Templates->Circulation	COUNT OF CIRCULATIONS OPENED BY DAY PER WORKSTATION	LIBRARY, DAY OF WEEK, WORKSTATION NAME, AND CIRC COUNT. PATRON PROFILE LIST IS TO NOT BE COUNTED, JUST USE INTERNALUSE IF YOU WANT TO COUNT NORMAL CIRCS.
isl-jasonb->Shared Templates->Circulation	COUNT OF IN-HOUSE USE BETWEEN DATES	LISTS LIBRARY AND COUNT OF IN HOUSE USES.
isl-jasonb->Shared Templates->Circulation	COUNT OF MONTHLY CIRCULATION BY FIRST 5 CHARACTERS OF CALL NUMBER	DISPLAYS THE MONTH OF THE YEAR AND THE TOTAL NUMBER OF CIRCULATIONS THAT TOOK PLACE THAT MONTH. ITEMS ARE FILTERED BETWEEN TWO SETS OF THE FIRST FIVE CHARACTERS OF THE CALL NUMBER (I.E. BETWEEN FIC A AND FIC B). NOTE THAT THIS DOES NOT WORK IF YOU HAVE A CALL NUMBER PREFIX OVER 4 LETTERS AND SPACES, SUCH AS MYSTERY, OR FIC JUV.
isl-jasonb->Shared Templates->Circulation	COUNT OF MONTHLY CIRCULATION BY MATCHING CALL NUMBER STRING	DISPLAYS THE MONTH OF THE YEAR AND THE TOTAL NUMBER OF CIRCULATIONS THAT TOOK PLACE THAT MONTH. ITEMS ARE FILTERED ON A SEGMENT OF THE CALL NUMBER. ENTERING JUV FIC A INTO THE CALL NUMBER LABEL WOULD MATCH ANY CALL NUMBERS THAT CONTAIN THAT STRING. (NOT NECESSARILY AT THE BEGINNING!)

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
isl-jasonb->Shared Templates->Circulation	COUNT OF MONTHLY CIRCULATION BY OWNED SHELVING LOCATION AND CALL NUMBER	DISPLAYS THE MONTH, CALL NUMBER, AND THE TOTAL NUMBER OF CIRCULATIONS THAT TOOK PLACE THAT MONTH. NOTE THAT THIS ONLY COUNTS CIRCULATIONS OF YOUR OWN ITEMS AT YOUR OWN LIBRARY. TO LIFT THAT RESTRICTION, CLONE THE REPORT AND REMOVE THE LOCATION ID FIELD FROM BASE FILTERS. IT'LL BE PRETTY BIG, YOU MAY NEED TO SWITCH TO CSV.
isl-jasonb->Shared Templates->Circulation	COUNT OF UNIQUE PATRONS CIRCULATING ITEMS BETWEEN DATES	THE NUMBER OF ACTUAL INDIVIDUALS CIRCULATING ITEMS AT EACH LIBRARY BETWEEN DATES.
isl-jasonb->Shared Templates->Circulation	DETAILED ITEMS DUE BETWEEN DATES	DETAILS FOR ITEMS WITH A DUE DATE BETWEEN SPECIFIED DATES, FOR SEARCHING SHELVES
isl-jasonb->Shared Templates->Circulation	DETAILED ITEMS DUE BETWEEN SPECIFIED DATES	DETAILS FOR ITEMS WITH A DUE DATE BETWEEN SPECIFIED DATES, FOR SEARCHING SHELVES
isl-jasonb->Shared Templates->Circulation	IN HOUSE USE OF BARCODED ITEMS BY MONTH	LIBRARY, DATE, TITLE AND COUNT OF IN-HOUSE USES BETWEEN THE MONTHS SPECIFIED.
isl-jasonb->Shared Templates->Circulation	IN HOUSE USE OF NON-CATALOGED ITEMS BY MONTH	LIBRARY, TYPE OF USE AND COUNT FOR IN HOUSE USES BETWEEN SPECIFIED MONTHS
isl-jasonb->Shared Templates->Circulation	ITEMS OVERDUE BETWEEN DATES, WITH CONTACT INFORMATION	LIST ITEMS OVERDUE BETWEEN DATES, WITH BASIC USER INFORMATION.
isl-jasonb->Shared Templates->Circulation	LIST CIRCS OPENED BETWEEN DATES FOR LIBRARIES AND NOT USER PROFILES	USER AND ITEM BARCODES FOR CIRCS OPENED BETWEEN SPECIFIED DATES. IF YOU DON'T KNOW WHAT TO PUT IN GROUP ID, JUST USE INTERNALUSE.
isl-jasonb->Shared Templates->Circulation	LIST ITEMS DUE BEFORE DATE AT OTHER LIBRARIES	OWNING LIBRARY, DATE DUE, SHELVING LOCATION, CALL NUMBER, TITLE, AUTHOR, BARCODE, AND CHECKOUT LIBRARY FOR TRANSITED ITEMS THAT ARE OVERDUE. FOR CORRECT RESULTS, SELECT YOUR LIBRARY(IES) FOR BOTH CIRCULATING LIBRARY FIELDS. NOTE THAT OPAC RENEWALS USE THE PATRON'S HOME LIBRARY, NOT THE ORIGINAL CHECKOUT LIBRARY.
isl-jasonb->Shared Templates->Circulation	LOCAL PATRONS USING OTHER LIBRARIES BETWEEN DATES	SHOWS HOW MANY PATRONS VISITED OTHER LIBRARIES TO CHECK OUT ITEMS. SELECT THE SAME LIBRARY(IES) FOR BOTH ORG_UNIT FILTER OPTIONS. COUNT DISTINCT OF USER ID SHOWS THE NUMBER OF PEOPLE PER WEEK THAT VISITED OTHER LIBRARIES, FOR TOTAL NUMBER OF VISITS, CLONE REPORT AND CHANGE COUNT DISTINCT TO JUST COUNT.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
isl-jasonb->Shared Templates->Circulation	MONTHLY CIRCULATION OF ALL ITEMS BY LOCAL PARTRONS, BY SHELVING LOCATION	COUNT OF CIRCS OPENED BY LOCAL LIBRARY PATRONS, INCLUDING ITEMS FROM OTHER LIBRARIES, WITH SHELVING LOCATION. INTERNALUSE PROFILES SHOULD BE IGNORED (E.G. PUT IN GROUP ID). "HOME LIBRARY" AND "CIRCULATING LIBRARY" SHOULD CONTAIN THE SAME LIST OF LIBRARIES. NOTE THAT NOT ALL SHELVING LOCATIONS LISTED ACTUALLY BELONG TO THE CIRCULATING LIBRARY(-IES)!
isl-jasonb->Shared Templates->Circulation	MONTHLY CIRCULATION OF TRANSITED ITEMS ONLY BY LOCAL PARTRONS, BY SHELVING LOCATION	COUNT OF CIRCS OPENED BY LOCAL LIBRARY PATRONS, INCLUDING ITEMS FROM OTHER LIBRARIES, WITH SHELVING LOCATION. INTERNALUSE PROFILES SHOULD BE IGNORED (E.G. PUT IN GROUP ID). "HOME LIBRARY", "CIRCULATING LIBRARY", AND "OWNING LIBRARY" SHOULD CONTAIN THE SAME LIST OF LIBRARIES. NOTE THAT NOT ALL SHELVING LOCATIONS LISTED ACTUALLY BELONG TO THE CIRCULATING LIBRARY(-IES)!
isl-jasonb->Shared Templates->Circulation	NON-CATALOGED CIRCULATION BY TYPE AND LIBRARY	COUNT OF NON-CATALOGED CIRCULATIONS GROUPED BY LIBRARY AND NON-CATALOGED ITEM TYPE
isl-jasonb->Shared Templates->Circulation	TOTAL COUNT OF CIRCULATIONS OPENED BETWEEN DATES	LIBRARY NAME AND CHECKOUT COUNT OPENED BETWEEN DATES.
isl-jasonb->Shared Templates->Circulation	TOTAL MONTHLY CIRCULATION OF ITEMS BY SHELVING LOCATION	COUNT OF CIRCS FOR ITEMS OWNED BY SPECIFIED LIBRARIES, INCLUDING AT OTHER LOCATIONS, BY SHELVING LOCATION.
isl-jasonb->Shared Templates->Collection	COUNT OF CIRCULATIONS OPENED BY AUTHOR BETWEEN DATES	LIBRARY NAME, COUNT, AND AUTHOR FROM CIRCULATIONS BETWEEN DATES. CAN BE USED TO FIND POPULAR AUTHORS OVER A PERIOD OF TIME.
isl-jasonb->Shared Templates->Collection	COUNT OF CIRCULATIONS OPENED BY TITLE AND AUTHOR BETWEEN DATES	COUNT, TITLE, AND AUTHOR FROM CIRCULATIONS BETWEEN DATES. CAN BE USED TO FIND POPULAR AUTHORS OVER A PERIOD OF TIME.
isl-jasonb->Shared Templates->Collection	COUNT OF CIRCULATIONS OPENED BY TITLE BETWEEN DATES	COUNT AND TITLE FROM CIRCULATIONS BETWEEN DATES. CAN BE USED TO FIND POPULAR TITLES OVER A PERIOD OF TIME.
jcpl-globaladmin->Shared Templates->Circulation	CIRCS OPENED BY HOUR FOR SPECIFIED LIBRARIES AND NOT USER PROFILES	SHOWS HOW MANY CIRCS ARE OPENED PER HOUR FOR EACH LIBRARY. USING NOT USER PROFILES MEANS THAT INTERNALUSE ACCOUNTS CAN BE IGNORED. TIME IS GIVEN IN MILITARY TIME (1 PM = 13).
jjacko_ISL->Jessica	AVERAGE NUMBER OF CIRCULATIONS BY DAY OF WEEK AND TIME OF DAY	
jmcqueen->Misc. Reports	MONTHLY CIRC REPORT	CIRC COUNT BY MATERIAL TYPE (AUDIO, VIDEO, BOOK, MAGAZINE, OTHER) + SHELVING LOCATIONS AND OWNING/CHECKOUT LIBRARY INFO

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
jmcqueen->Monthly Reports	COUNT IN-HOUSE USAGE OF NONCAT BY LIBRARY	DISPLAYS USAGE DATE AND COUNT. FILTERS ON LIBRARY AND DATE RANGE.
jmcqueen->Monthly Reports	MONTHLY CIRCULATION COUNTS	COUNT OF CIRCULATIONS PER BRANCH FOR A GIVEN MONTH
jmcqueen->Monthly Reports	NONCAT CIRC (C. 8/9/11)	MONTHLY COUNT PER BRANCH OF CIRCULATION OF NON-CATALOGED ITEMS. CIRCULATING LIBRARY SHORT NAME ENTERED AS FILTER.
jmcqueen->Monthly Reports	NONCATALOGED CIRC COUNT	MONTHLY COUNT PER BRANCH OF CIRCULATION OF NON-CATALOGED ITEMS. CIRCULATING LIBRARY SHORT NAME ENTERED AS FILTER.
jmcqueen->Reports for Bookmobile	BOOKMOBILE DAILY CARD COUNT	COUNT OF LIBRARY CARDS USED ON A GIVEN DATE. FOR HEADCOUNT ESTIMATES.
jycplp-localadmin->Rosie	CIRCULATION, MONTHLY, INCLUDING EI INCOMING LOANS	GENERATES A TABLE OF MONTHLY CIRCULATION FOR EACH SHELVING LOCATION; INCLUDES LOCAL CIRCULATION OF ITEMS FROM OTHER LIBRARIES
lipll-localadmin->Ligonier templates	CIRC COUNT BY MONTH, USE LAST DAY OF PREVIOUS MONTH IN PIVOT LABEL COLUMN (CLONE) (CLONE)	GENERATES A TABLE OF MONTHLY CIRCULATION FOR EACH SHELVING LOCATION; INCLUDES LOCAL CIRCULATION OF ITEMS FROM OTHER LIBRARIES
ltpll-localadmin->Items	CIRC COUNT OF SERIALS BY TITLE FOR A SPECIFIC DATE RANGE	COUNT OF CIRCULATIONS FOR SERIALS, LISTING CIRCULATION COUNT AND TITLE, FOR A SPECIFIC DATE RANGE
ltpll-localadmin->Items	ITEMS DUE ON A SPECIFIC DATE	A REPORT THAT SHOWS ITEMS THAT ARE STILL CHECKED OUT, AND ARE DUE BACK ON A SPECIFIC DATE.
ltpll-localadmin->Items	PLAYAWAY	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
memaurer_ISL->memaurer	MONTHLY CIRCULATION COUNTS BY SHELF LOCATION (ALL SHELVING LOCATIONS) (JULY TRAINING)	BREAKDOWN OF CIRCULATIONS BY THE DAY OF THE WEEK. INCLUDES A CHECKOUT DATE FILTER AND CIRCULATING LIBRARY FILTER.
memaurer_ISL->memaurer	MONTHLY CIRCULATION COUNTS BY SHELF LOCATION AND FILTERED BY ORG UNIT. (REPAIRED) (CLONEII)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH AND SHELVING LOCATION
mutplm-localadmin->MUTPL	MONTHLY CIRCULATION COUNTS BY SHELF LOCATION AND FILTERED BY ORG UNIT. (REPAIRED) (CLONE) (CLONE) (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH AND SHELVING LOCATION
mutplm-localadmin->PortiaTraining	COUNT OF CIRCS BETWEEN DATES FOR OWNED ITEMS ONLY BY SHELVING LOCATION AND NOT USER PROFILE (CLONE)	COUNT OF CIRCS OPENED BETWEEN SPECIFIED DATES, ONLY FOR ITEMS OWNED BY LIBRARIES SPECIFIED, GROUPED BY SHELVING LOCATION, EXCLUDING CIRCS TO SELECTED USER PROFILES (SUCH AS INTERNALUSE).

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
mutplm-localadmin->PortiaTraining	DAILY CIRC BY CIRCULATION MODIFIER AND SHELVING LOCATION (REVISED 1/19/2012) (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
owplo-globaladmin->OdonShared->Circ Stats	ANNUAL CIRC STAT TOTAL (REV)	TOTAL CIRCULATION BY MONTH AT SELECTED LIBRARIES. IF REPORTING DATA FROM MORE THAN ONE BRANCH FOR MORE THAN ONE MONTH USE CHECK OUT DATE/TIME FOR "PIVOT LABEL COLUMN". ANY NUMBER OF MONTHS CAN BE INCLUDED. "BETWEEN" INCLUDES THE MONTHS CHOSEN FOR BEGINNING AND END.
owplo-globaladmin->OdonShared->Circ Stats	CIRC BY DATE (3/22/2009 REV)	TOTAL CIRCULATION COUNT FOR A SELECTED DATE
owplo-globaladmin->OdonShared->Circ Stats	CIRC COUNT BY MONTH (4/1/09 REV)	GENERATES A TABLE OF MONTHLY CIRCULATION FOR EACH SHELVING LOCATION; INCLUDES LOCAL CIRCULATION OF ITEMS FROM OTHER LIBRARIES
owplo-globaladmin->OdonShared->Circ Stats	CIRCULATION BY HOME LIBRARY OF VISITORS	CIRC COUNT BY MONTH FOR ITEMS BORROWED BY VISITORS. CHOOSE YOUR LIBRARY FOR "NOT IN LIST" AS HOME LIBRARY AND "IN LIST" AS CIRCULATING AND OWNING LIBRARY. FOR TABLE OF MULTIPLE MONTHS USE CHECK OUT TIME/DATE FOR PIVOT COLUMN LABEL.
owplo-globaladmin->OdonShared->Circ Stats	MONTHLY CIRC COUNT BY PATRON TYPE (5/7/09 REV1)	GENERATES A TABLE OF MONTHLY CIRCULATION COUNT FOR EACH PATRON TYPE. CAN BE FILTERED BY PATRON TYPE. CHOOSE CHECK OUT DATE/TIME FOR THE "PIVOT LABEL COLUMN." THIS CREATES A COLUMN FOR EACH INCLUDED MONTH.
owplo-globaladmin->OdonShared->Circulation	MATERIAL CHECKED OUT (SHARE DATE: 4/25/09)	LIST OF CIRCULATING MATERIAL AT SELECTED LIBRARY WITH BORROWER INFORMATION; CAN BE FILTERED BY DUE DATE
owplo-globaladmin->OdonShared->Older (replaced) templates	MONTHLY CIRC COUNT (3/22/09 REV)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH AND SHELVING LOCATION
plfd-admin->Useful Reports	DAILY CIRC COMPARISON	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DATE IN LIST. CAN PUT IN MORE THAN ONE SPECIFIC DATE.
plfd-admin->Useful Reports	DATE RANGE CIRC BY CIRCULATION MODIFIER, SHELVING LOCATION AND OWNING LIBRARY	COUNT OF CIRCULATIONS BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
plfd-admin->Useful Reports	MONTHLY CIRCULATION BY AGE	COUNT OF CIRCULATIONS GROUPED BY PATRON PROFILE AND MONTH AND YEAR OF BIRTH GROUP ON A MONTHLY BASIS.
plfd-admin->Useful Reports	MONTHLY CIRCULATION COUNTS BY SHELF LOCATION AND FILTERED BY ORG UNIT AND COPY LOCATION NAME	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH AND SHELVING LOCATION. SELECT 1 OR MULTIPLE SHELVING LOCATIONS.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
plfd-admin->Useful Reports	MONTHLY TOTAL CIRC	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH.
plfd-admin->Useful Reports	TOTAL CIRC BY YEAR	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY SELECTED DATE.
plfd-admin->Useful Reports	TOTAL CIRC DATE	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY SELECTED DATE.
ptplp-localadmin->Brenda	DAILY CIRC BY CIRCULATION MODIFIER AND SHELVING LOCATION (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
ptplp-localadmin->Brenda	DAILY CIRC BY CIRCULATION MODIFIER AND SHELVING LOCQTION JAN.2012	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
ptplp-localadmin->Brenda	DAILY CIRCULATION COUNT--KEEP	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
ptplp-localadmin->Brenda	DAILY CIRCULATION COUNT--KEEP (CLONE)--TEST	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
ptplp-localadmin->Brenda	MONTHLY CIRC BY CIRCULATION MODIFIER, SHELVING LOCATION AND OWNING LIBRARY (CLONE)ISL ADMIN 12/2010	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
ptplp-localadmin->Brenda	SEPT.11	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
ptplp-localadmin->Princeton Circ. Reports	MONTHLY CIRCULATION COUNTS BY CALL NO. (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH AND SHELVING LOCATION. SELECT 1 OR MULTIPLE SHELVING LOCATIONS. FIELD TRANSFORM CHANGED ON CHECK OUT DATE/TIME TO YEAR + MONTH FROM MONTH OF YEAR
pvplp-localadmin->Crystal	DAILY CIRC BY CIRCULATION MODIFIER AND SHELVING LOCATION AND BARCODE	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION AND BARCODE.
rftplr-localadmin->Circulation	CIRCULATION COUNTS (CLONE)	DELIMITS BY CIRC'ING LIBRARY (IN LIST), CKO DATE (ON OR AFTER); DISPLAYS SHELVING LOC, COUNT OF CIRC ID.
rftplr-localadmin->Circulation	IN HOUSE (CLONE)	REPORT OF IN-HOUSE USE BY MONTH.
rftplr-localadmin->Circulation	IN HOUSE (CLONE)-2011	REPORT OF IN-HOUSE USE BY MONTH.
rftplr-localadmin->Circulation	IN-HOUSE2	
rftplr-localadmin->Circulation->Rachel-circ	CIRC STATS (CLONE)	REPORT OF CIRCULATIONS BY MONTH, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.

Path to Template	Name	Description
rftplr-localadmin->Circulation->Rachel-circ	CIRC STATS (CLONE) (CLONE)	REPORT OF CIRCULATIONS BY MONTH, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
rftplr-localadmin->Circulation->Rachel-circ	CIRCULATION COUNTS (CLONE) (CLONE)	DELIMITS BY CIRC'ING LIBRARY (IN LIST), CK OUT BTWN DATE; DISPLAYS SHELVING LOC, COUNT OF CIRC ID.
rftplr-localadmin->Circulation->Rachel-circ	IN-HOUSE2 (CLONE)	
rftplr-localadmin->Circulation->Rachel-circ	IN-HOUSE2 (CLONE) (CLONE)	
rplr-localadmin->Rpl	MONTHLY CIRCULATION COUNTS BY SHELF LOCATION (MAY 2010 REVISION) (CLONE)	BREAKDOWN OF CIRCULATIONS BY THE DAY OF THE WEEK. INCLUDES A CHECKOUT DATE FILTER, COPY LOCATION FILTER, AND CIRCULATING LIBRARY FILTER.
rweiland->Rich APLS	COUNT OF CIRCULATIONS BY PATRON PROFILE (CHOOSE DATE RANGE)	COUNT OF CIRCULATIONS GROUPED BY PATRON PROFILE GROUP ON A MONTHLY BASIS.
rweiland->Rich APLS	MONTHLY TOTAL CIRC BY CIRCULATION (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH.
rweiland->Rich APLS	MONTHLY TOTAL CIRC BY PROFILE FOR PLAC CARDS BY ZIP	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH BY PROFILEPLAC AND ZIP.
rweiland->Rich APLS	MONTHLY TOTAL CIRC BY PROFILE FOR PLAC CARDS BY ZIP (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH BY PROFILEPLAC AND ZIP.
sborger->Shauna templates	COUNT OF MONTHLY CIRCULATION BY MATCHING WORDS	DISPLAYS THE MONTH OF THE YEAR AND THE TOTAL NUMBER OF CIRCULATIONS THAT TOOK PLACE THAT MONTH. ITEMS ARE FILTERED ON A SEGMENT OF THE CALL NUMBER. ENTERING JUV FIC A INTO THE CALL NUMBER LABEL WOULD MATCH ANY CALL NUMBERS THAT CONTAIN THAT STRING. (NOT NECESSARILY AT THE BEGINNING!)
sborger->Shauna templates	COUNT OF MONTHLY CIRCULATION BY MATCHING WORDS (CLONE)	DISPLAYS THE MONTH OF THE YEAR AND THE TOTAL NUMBER OF CIRCULATIONS THAT TOOK PLACE THAT MONTH. ITEMS ARE FILTERED ON A SEGMENT OF THE CALL NUMBER. ENTERING JUV FIC A INTO THE CALL NUMBER LABEL WOULD MATCH ANY CALL NUMBERS THAT CONTAIN THAT STRING. (NOT NECESSARILY AT THE BEGINNING!)
sborger->Shauna templates	DAILY CIRC BY CIRCULATION MODIFIER AND SHELVING LOCATION (REVISED BY SB 4/4/12)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
SLIS-Intern->SLIS_Grant	CIRCMATLTPECOMBO	CIRC COUNT BY MATERIAL TYPE. SELECT BY CHECK OUT DT/TM.
SLIS-Intern->SLIS_Grant	CIRCPATRTYPE	GENERATES A TABLE OF MONTHLY CIRCULATION COUNT FOR EACH PATRON TYPE. FILTERED BY PATRON TYPE FROM LIST. CHOOSE CHECK OUT YR/MO & LIBRARY

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
SLIS-Intern->SLIS_Grant	CIRCPATRYPECOMBO	GENERATES A TABLE OF MONTHLY CIRCULATION COUNT FOR EACH PATRON TYPE. FILTERED BY PATRON TYPE FROM LIST. CHOOSE CHECK OUT YR/MO.
wgtplw-localadmin->Monthly reports-Jeanne	CIRC COUNT BY MONTH, USE LAST DAY OF PREVIOUS MONTH IN PIVOT LABEL COLUMN (CLONE)	GENERATES A TABLE OF MONTHLY CIRCULATION FOR EACH SHELVING LOCATION; INCLUDES LOCAL CIRCULATION OF ITEMS FROM OTHER LIBRARIES
wgtplw-localadmin->Monthly reports-Jeanne	COUNT OF IN-HOUSE USE BETWEEN DATES (CLONE)	LISTS LIBRARY AND COUNT OF IN HOUSE USES.
wknapp->Wendy	CIRCULATION COUNTS BY CALL NUMBER "Z" FOR ISL	BREAKDOWN OF CIRCULATIONS BY TITLE. INCLUDES A CHECKOUT DATE FILTER, CALL NUMBER "Z" FILTER, AND OWNING LIBRARY FILTER.
wknapp->Wendy	DAILY CIRC BY CIRCULATION MODIFIER AND SHELVING LOCATION (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY DAY, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
wknapp->Wendy	IN HOUSE USE BY COPY LOCATION (CLONE)	A COUNT OF IN HOUSE USES, GROUPED BY COPY LOCATION.
wknapp->Wendy	LIST OF ITEMS CHECKED OUT IN A SPECIFIC TIME RANGE	RUN THIS REPORT TO RETURN THE ITEMS CHECKED OUT FROM A LIBRARY FOR ONLY 30 MINUTES - 1 HOUR. ANY LONGER, AND THE REPORT WILL HANG UP THE SYSTEM.
wknapp->Wendy	LIST OF ITEMS CHECKED OUT IN A SPECIFIC TIME RANGE V. 2	RUN THIS REPORT TO RETURN THE ITEMS CHECKED OUT FROM A LIBRARY FOR ONLY 30 MINUTES - 1 HOUR. ANY LONGER, AND THE REPORT WILL HANG UP THE SYSTEM.
wknapp->Wendy	MONTHLY CIRCULATION COUNTS BY CALL NUMBER FOR ISL	BREAKDOWN OF CIRCULATIONS BY TITLE. INCLUDES A CHECKOUT DATE FILTER, CALL NUMBER "Z" FILTER, AND OWNING LIBRARY FILTER.
wknapp->Wendy	MONTHLY CIRCULATION COUNTS BY SHELVING LOCATION WITH OWNING LIBRARY DISPLAYED	COUNT OF CIRCULATIONS WITHIN EACH SHELVING LOCATION FOR A GIVEN MONTH
wknapp->Wendy	MONTHLY NON-CATALOGED IN HOUSE USE 2010-11	MONTHLY NON-CATALOGED IN HOUSE USE FOR SELECTED LIBRARIES
wknapp->Wendy	NON CATALOGED CIRCULATION FOR EI LIBRARIES	SELECT THE LIBRARY AND THE DATE RANGE.
wknapp->Wendy	NON CATALOGED CIRCULATION FOR EI LIBRARIES (11/10)	SELECT THE LIBRARY AND THE DATE RANGE.
wknapp->Wendy	NUMBER OF CIRCULATIONS DONE BY A PARTICULAR STAFF CARD	USING CLASSIC CIRCULATION VIEW
wknapp->Wendy	ONE DAY OF CIRCULATIONS	FOR MOORESVILLE

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
wknapp->Wendy	PLAC LOANS WITH NAMES	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY TIME RANGE BY PROFILE PLAC AND ZIP INCLUDES ALERT MESSAGE
wknapp->Wendy	PLAC LOANS WITH NAMES AND BARCODES	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY TIME RANGE BY PROFILE PLAC AND ZIP INCLUDES ALERT MESSAGE
wknapp->Wendy Share	MONTHLY CIRC COUNT BY PATRON TYPE (V1) (FROM ODON'S TEMPLATE)	GENERATES A TABLE OF MONTHLY CIRCULATION COUNT FOR EACH PATRON TYPE. CAN BE FILTERED BY PATRON TYPE. CHOOSE CHECK OUT DATE/TIME FOR THE "PIVOT LABEL COLUMN." THIS CREATES A COLUMN FOR EACH INCLUDED MONTH.
wknapp->wknapp-ISL Training	MONTHLY CIRC BY CIRCULATION MODIFIER AND SHELVING LOCATION (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
wknapp->wknapp-ISL Training	MONTHLY CIRC BY CIRCULATION MODIFIER AND SHELVING LOCATION (CLONE) (CLONE)	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
wknapp->wknapp-ISL Training	ONE DAY OF CIRCULATIONS (CLONE)	FOR MOORESVILLE
wocpl-localadmin->Deanna2	MONTHLY CATALOGED IN HOUSE USE BY CIRC MODIFIER	MONTHLY COUNT OF IN HOUSE USE FOR CATALOGED MATERIALS, BROKEN DOWN BY CIRCULATION MODIFIER, AT SELECT LIBRARIES FOR SELECTED MONTHS.
wwplw-localadmin->wwplw-sandy	COUNT OF CIRCULATION BY MONTHS	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTHS SELECTED
wwplw-localadmin->wwplw-sandy->circ statistics	CIRCULATION BY HOME LIBRARY OF VISITORS FOR WWPL	CIRC COUNT BY MONTH FOR ITEMS BORROWED BY VISITORS. CHOOSE YOUR LIBRARY FOR "NOT IN LIST" AS HOME LIBRARY AND "IN LIST" AS CIRCULATING AND OWNING LIBRARY. FOR TABLE OF MULTIPLE MONTHS USE CHECK OUT TIME/DATE FOR PIVOT COLUMN LABEL.
wwplw-localadmin->wwplw-sandy->circ statistics	CIRCULATION OF NON WWPL PATRONS 7-1-10	CIRC COUNT BY MONTH FOR ITEMS BORROWED BY VISITORS. CHOOSE YOUR LIBRARY FOR "NOT IN LIST" AS HOME LIBRARY AND "IN LIST" AS CIRCULATING AND OWNING LIBRARY. FOR TABLE OF MULTIPLE MONTHS USE CHECK OUT TIME/DATE FOR PIVOT COLUMN LABEL.
wwplw-localadmin->wwplw-sandy->circ statistics	RB CIRC'S W/SHELVING LOCATION AND FIRST AND LAST NAMES	COUNT OF CIRCULATIONS FOR EACH HAMILTON COUNTY LIBRARIES FOR A GIVEN TIME PERIOD (RBS) COMPLETE WITH SHELVING LOCATION AND FIRST AND LAST NAMES.
wwplw-localadmin->wwplw-sandy->circ statistics	RB HAMILTON COUNTY CIRCULATION W/O NAMES 12-27-10	CIRCULATION OF THE HAMILTON COUNTY LIBRARIES FOR A GIVEN TIME PERIOD WITH SHELVING LOCATION BUT WITHOUT NAMES

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
Collection Agency		
admin->EI_Templates->Collection Agency	COLLECTIONS REPORT - MOORESVILLE CUSTOMIZED	CUSTOMIZED COLLECTIONS REPORT FOR MVPLM REQUESTED BY LORI BECKER
admin->EI_Templates->Collection Agency	LONG OVERDUES "BETWEEN" DATES AND CIRCULATING LIBRARY	USED FOR CREATING 28 AND 45 DAY OVERDUE MAIL MERGE
admin->EI_Templates->Collection Agency	LONG OVERDUES GREATER THAN SO MANY DAYS AND CIRCULATING LIBRARY	USED FOR LOOKING AT THE ITEMS CHECK OUT GREATER THAN SOME NUMBER OF DAYS
admin->EI_Templates->Collection Agency	LONG OVERDUES GREATER THAN SO MANY DAYS AND CIRCULATING LIBRARY SHELVING	USED FOR LOOKING AT THE ITEMS CHECK OUT GREATER THAN SOME NUMBER OF DAYS

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
	Fiscal	
admin->EI_Templates->Bills	DAILY DETAILED PAYMENTS RECEIVED	DETAILED CASH REPORT BY PAYMENT PER TRANSACTION WITHIN DATE RANGE. NOTE: THIS DOES NOT INCLUDE FORGIVE, WORK, VOIDS, AND FUTURE GOODS PAYMENTS.
admin->EI_Templates->Bills	DETAILED PAYMENTS RECEIVED BY DATE RANGE	DETAILED CASH REPORT BY PAYMENT PER TRANSACTION WITHIN DATE RANGE. NOTE: THIS DOES NOT INCLUDE FORGIVE, WORK, VOIDS, AND FUTURE GOODS PAYMENTS.
admin->EI_Templates->Bills	ITEMS OVERDUE ON A GIVEN DATE (CAN BE SET UP TO RECUR)	USED FOR FINDING ITEMS OVERDUE ON A PARTICULAR DATE
admin->EI_Templates->Bills	MONTHLY DETAILED PAYMENTS RECEIVED (REPAIRED)	MONTHLY DETAILED CASH REPORT BY PAYMENT PER TRANSACTION FROM X NUMBER OF MONTHS AGO. NOTE: THIS DOES NOT INCLUDE FORGIVE, WORK, VOIDS, AND FUTURE GOODS PAYMENTS.
admin->EI_Templates->Bills	PAYMENTS BY DATE, TYPE AND AMOUNT	LIST OF PAYMENTS BY TYPE AND AMOUNT. FILTERED BY LIBRARY WHO CREATED PAYMENT. PAYMENT TYPES ARE: CASH_PAYMENT, CHECK_PAYMENT, CREDIT_CARD_PAYMENT, FORGIVE_PAYMENT, GOODS_PAYMENT, WORK_PAYMENT
admin->EI_Templates->Bills	UNCLOSED BILLS AT MY LIBRARY	A LISTING OF ALL UNCLOSED (UNPAID, PARTIALLY PAID) BILLS AT A PARTICULAR LIBRARY BRANCH OR SYSTEM.
admin->EI_Templates->Bills	UNPAID BILLS ON LOST/DAMAGED ITEMS OWNED BY MY LIBRARY	A LISTING OF PATRONS WHO HAVE UNPAID LOST AND DAMAGED BILLINGS ON ITEMS OWNED BY A PARTICULAR LIBRARY.
admin->Georgia PINES Templates->Aged Debts	UNRECOVERED DEBT - BY PATRONS HOME LIB (IN LIST) AND TRANSACTION START DATE (ON OR BEFORE)	FILTER BY OWING PATRON'S HOME LIB (IN LIST) AND TRANSACTION START DATE (ON OR BEFORE). DISPLAY: TRANSACTION ID, PATRON BC, TRANSACTION START DATE, BALANCE OWED, PATRON HOME LIB AND BILLING LOCATION.
admin->Georgia PINES Templates->Aged Debts	UNRECOVERED DEBT - OPEN CIRCULATION TRANSACTIONS ON ITEMS OWNED BY LIB, BY TRANSACTION START DATE (ON OR BEFORE), BALANCE OWED (LESS THAN OR EQUAL TO)	REPORTS OPEN CIRCULATION BILLINGS ON ITEMS, BY ITEM OWNING LIBRARY. FILTER BY ITEM OWNING LIBRARY (IN LIST), TRANSACTION START DATE (ON OR BEFORE), AND BALANCE OWED (LESS THAN OR EQUAL TO). DISPLAY: TRANSACTION ID, PATRON BARCODE, TRANSACTION START DATE, BALANCE OWED, PATRON HOME LIB, CIRCULATION LIBRARY (BILLING LOCATION), AND ITEM OWNING LIBRARY. DISPLAY: TRANSACTION ID, PATRON BC, TRANSACTION START DATE, BALANCE OWED, PATRON HOME LIB AND BILLING LOCATION.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->Georgia PINES Templates->Aged Debts	UNRECOVERED DEBT - OPEN GROCERY AND CIRCULATION TRANSACTIONS OWED TO LIB, CREATED ON OR BEFORE A DATE	FILTERS ON: TRANSACTION START DATE/TIME (ON OR BEFORE), BILLING LOCATION. DISPLAYS: TRANSACTION START DATE/TIME, BALANCE OWED, TOTAL BILLING AMOUNT, TOTAL PAID AMOUNT, PATRON BARCODE, PATRON HOME LIB, TRANSACTION TYPE, BILLING LOCATION, TRANSACTION ID
admin->Georgia PINES Templates->Aged Debts	UNRECOVERED DEBT - OPEN GROCERY AND CIRCULATION TRANSACTIONS OWED TO LIB, CREATED WITHIN A DATE RANGE	FILTERS ON: TRANSACTION START DATE/TIME (BETWEEN), BILLING LOCATION. DISPLAYS: TRANSACTION START DATE/TIME, BALANCE OWED, TOTAL BILLING AMOUNT, TOTAL PAID AMOUNT, PATRON BARCODE, PATRON HOME LIB, TRANSACTION TYPE, BILLING LOCATION, TRANSACTION ID
admin->Georgia PINES Templates->Audits	AMOUNT BILLED DURING CALENDAR YEAR ON ITEMS OWNED BY LIBRARY SYSTEM	SELECT A SYSTEM, NOT A BRANCH, FOR THE LOCATION FILTER.
admin->Georgia PINES Templates->Audits	AMOUNT PAID WITHIN CALENDAR YEAR TO LIBRARY SYSTEM	SELECT A SYSTEM, NOT A BRANCH, FOR THE LOCATION FILTER.
admin->Georgia PINES Templates->Audits	AUDITS - BALANCE CURRENTLY OWED BY PATRONS, FILTERED BY HOME LIB AND TRANSACTION START TIME	DISPLAYS: PATRON BARCODE, SUM OF BALANCE OWED, PATRON'S HOME LIB, BILLING LOCATION, LAST NAME, AND FIRST NAME. FILTERS: HOME LIB (ORGANIZATIONAL UNIT ID, IN LIST), TRANSACTION START DATE/TIME (BETWEEN), BALANCE OWED (GREATER THAN - FOR MOST REPORTS, USE \$0.00). NOTE - WHEN CREATING THIS REPORT, SET BALANCE OWED TO GREATER THAN 0.00 TO AVOID REPORTING ON "\$0.00" TRANSACTIONS.
admin->Georgia PINES Templates->Audits	AUDITS - BALANCE CURRENTLY OWED BY PATRONS, FILTERED BY HOME LIB, TRANSACTION START TIME, AND MAX BALANCE	DISPLAYS: PATRON BARCODE, SUM OF BALANCE OWED, PATRON'S HOME LIB, BILLING LOCATION, LAST NAME, AND FIRST NAME. FILTERS: HOME LIB (ORGANIZATIONAL UNIT ID, IN LIST), TRANSACTION START DATE/TIME (BETWEEN), BALANCE OWED (GREATER THAN - FOR MOST REPORTS, USE \$0.00). NOTE - WHEN CREATING THIS REPORT, SET BALANCE OWED TO GREATER THAN 0.00 TO AVOID REPORTING ON "\$0.00" TRANSACTIONS.
admin->Georgia PINES Templates->Bills	BILLS CURRENTLY OWED BY PATRONS	LIST OF PATRONS OWING MORE THAN X AMOUNT. DISPLAYS USER HOME LIBRARY, BARCODE, NAME, BALANCED OWED, AND ADDRESS. FILTERED ON USER HOME LIBRARY AND BALANCED OWED (GREATER THAN OR EQUAL TO).
admin->Georgia PINES Templates->Bills	DETAILED FORGIVE AND WORK PAYMENTS	PAYMENT TYPE MADE BY FORGIVE AND WORK WITH A BETWEEN DATE RANGE DISPLAYING AMOUNT FORGIVEN, BILL TYPE, AMT BILLED, PAYMENT TIME, USER ACCEPTING PAYMENT, AND PATRON BARCODE.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->Georgia PINES Templates->Bills	DETAILED PAYMENTS RECEIVED	DETAILED CASH REPORT BY PAYMENT PER TRANSACTION WITHIN DATE RANGE. NOTE: THIS DOES NOT INCLUDE FORGIVE, WORK, VOIDS, AND FUTURE GOODS PAYMENTS.
admin->Georgia PINES Templates->Fiscal Year End	FY BILL TOTALS CURRENTLY OWED BY PATRONS	COUNT OF BILLS CURRENTLY OWED BY PATRON HOME LIBRARY, ENTER 0.00 FOR BALANCED OWED GREATER THAN OR EQUAL TO. THIS IS A SNAPSHOT AND SHOULD BE RUN ON THE NIGHT OF JUNE 30TH.
admin->Georgia PINES Templates->ReportsFest	DETAILED FORGIVE,WORK, AND GOODS PAYMENTS	PAYMENT TYPE MADE BY FORGIVE, WORK, AND GOODS WITH A BETWEEN DATE RANGE DISPLAYING AMOUNT FORGIVEN, BILL TYPE, AMT BILLED, PAYMENT TIME, USER ACCEPTING PAYMENT, AND PATRON BARCODE.
admin->Georgia PINES Templates->ReportsFest	LOST ITEMS PAID FOR - OWNED BY OTHER LIBRARIES, FILTER BY DATE	NOTE: SELECT YOUR LIBRARIES FOR BOTH LIBRARY FILTERS!
ampla-localadmin->General Collection Reports	DETAILED ESTIMATED COLLECTION VALUE	REPORT TOTALING THE PRICES OF ITEMS IN COLLECTION GROUPED BY CIRCULATION MODIFIER. STATUSES TO BE IGNORED (DISCARD, LOST) ARE ADDED WHEN SCHEDULED. DELETED ITEMS ARE ALWAYS IGNORED. (FOR BEST RESULTS, SET PIVOT LABEL TO CIRC MOD)
ampla-localadmin->General Collection Reports	TOTAL COLLECTION VALUE	REPORT OF COLLECTION VALUE USING COUNT OF TOTAL ITEMS IN COLLECTION BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATIONS WITH PRICE FIELD ADDED.
esi-admin->SteveShared	STEVES CHECK PAYMENT REPORT FOR MIKE	PAYMENTS ACCEPTED FOR GROCERY BILLS ON BEHALF OF LIBRARIES OTHER THAN YOUR OWN. NOTE: PUT YOUR ORG UNIT(S) IN ORG UNIT ID AND OWNING LIBRARY FIELDS
hbplh-localadmin->training	SIMPLE ESTIMATED COLLECTION VALUE BY LIBRARY (CLONE)	TOTAL OF THE ITEM PRICES FOR SPECIFIED LIBRARIES. STATUSES TO BE INCLUDED (CHECKED OUT, AVAILABLE, ETC.) ARE ADDED WHEN SCHEDULED. DELETED ITEMS ARE ALWAYS IGNORED.
hbplh-localadmin->training	UNPAID BILLS ON LOST/DAMAGED ITEMS OWNED BY MY LIBRARY (CLONE)	A LISTING OF PATRONS WHO HAVE UNPAID LOST AND DAMAGED BILLINGS ON ITEMS OWNED BY A PARTICULAR LIBRARY.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
hbplh-localadmin->training	UNRECOVERED DEBT - OPEN CIRCULATION TRANSACTIONS ON ITEMS OWNED BY LIB, BY TRANSACTION START DATE (ON OR BEFORE), BALANCE OWED (LESS THAN OR EQUAL TO) (CLONE) (CLONE)	REPORTS OPEN CIRCULATION BILLINGS ON ITEMS, BY ITEM OWNING LIBRARY. FILTER BY ITEM OWNING LIBRARY (IN LIST), TRANSACTION START DATE (ON OR BEFORE), AND BALANCE OWED (LESS THAN OR EQUAL TO). DISPLAY:TRANSACTION ID, PATRON BARCODE, TRANSACTION START DATE, BALANCE OWED, PATRON HOME LIB, CIRCULATION LIBRARY (BILLING LOCATION), AND ITEM OWNING LIBRARY. DISPLAY: TRANSACTION ID, PATRON BC, TRANSACTION START DATE, BALANCE OWED, PATRON HOME LIB AND BILLING LOCATION.
isl-jasonb->Shared Templates->Collection	DETAILED ESTIMATED COLLECTION VALUE BY LIBRARY AND CIRCULATION MODIFIER	TOTAL OF THE ITEM PRICES FOR SPECIFIED LIBRARIES GROUPED BY CIRCULATION MODIFIER. STATUSES TO BE COUNTED (CHECKED OUT, AVAILABLE) ARE ADDED WHEN SCHEDULED. DELETED ITEMS ARE ALWAYS IGNORED. (FOR BEST RESULTS, SET PIVOT LABEL TO CIRC MOD)
isl-jasonb->Shared Templates->Collection	DETAILED ESTIMATED COLLECTION VALUE BY LIBRARY AND CIRCULATION MODIFIER NOT INCLUDING SELECTED STATUSES	TOTAL OF THE ITEM PRICES FOR SPECIFIED LIBRARIES GROUPED BY CIRCULATION MODIFIER. STATUSES TO BE IGNORED (DISCARD, LOST) ARE ADDED WHEN SCHEDULED. DELETED ITEMS ARE ALWAYS IGNORED. (FOR BEST RESULTS, SET PIVOT LABEL TO CIRC MOD)
isl-jasonb->Shared Templates->Collection	SIMPLE ESTIMATED COLLECTION VALUE BY LIBRARY	TOTAL OF THE ITEM PRICES FOR SPECIFIED LIBRARIES. STATUSES TO BE INCLUDED (CHECKED OUT, AVAILABLE, ETC.) ARE ADDED WHEN SCHEDULED. DELETED ITEMS ARE ALWAYS IGNORED.
isl-jasonb->Shared Templates->Collection	SIMPLE ESTIMATED COLLECTION VALUE BY LIBRARY NOT INCLUDING SELECTED STATUSES	TOTAL OF THE ITEM PRICES FOR SPECIFIED LIBRARIES. STATUSES TO BE IGNORED (DISCARD, LOST) ARE ADDED WHEN SCHEDULED. DELETED ITEMS ARE ALWAYS IGNORED.
jcpl-globaladmin->Shared Templates->Bills	DETAILED PAYMENT REPORT	SHOWS DETAILS FOR ALL PAYMENTS TAKEN BETWEEN 2 DATES FOR SPECIFIED LIBRARIES
jycplp-localadmin->Rosie	BILLS CURRENTLY OWED BY PATRONS	LIST OF PATRONS OWING MORE THAN X AMOUNT. DISPLAYS USER HOME LIBRARY, BARCODE, NAME, BALANCED OWED, AND ADDRESS. FILTERED ON USER HOME LIBRARY AND BALANCED OWED (GREATER THAN OR EQUAL TO).
ktplk-admin->Bills	UNCLOSED BILLS AT MY LIBRARY (CLONE)	A LISTING OF ALL UNCLOSED (UNPAID, PARTIALLY PAID) BILLS AT A PARTICULAR LIBRARY BRANCH OR SYSTEM.
ktplk-admin->Bills	UNCLOSED BILLS AT MY LIBRARY (CLONE) LIMITED BY OVER \$10, WITH NAME (CLONE)	A LISTING OF ALL UNCLOSED (UNPAID, PARTIALLY PAID) BILLS AT A PARTICULAR LIBRARY BRANCH OR SYSTEM.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
lipll-localadmin->Ligonier templates	BILLS CURRENTLY OWED BY PATRONS (CLONE)	LIST OF PATRONS OWING MORE THAN \$30.00 AMOUNT. DISPLAYS USER HOME LIBRARY, BARCODE, NAME, BALANCED OWED, AND ADDRESS. FILTERED ON USER HOME LIBRARY AND BALANCED OWED (GREATER THAN OR EQUAL TO).
lipll-localadmin->Ligonier templates	BILLS CURRENTLY OWED BY PATRONS (CLONE) (THIS ONE?)	LIST OF PATRONS OWING MORE THAN \$30.00 AMOUNT. DISPLAYS USER HOME LIBRARY, BARCODE, NAME, BALANCED OWED, AND ADDRESS. FILTERED ON USER HOME LIBRARY AND BALANCED OWED (GREATER THAN OR EQUAL TO).
lipll-localadmin->Ligonier templates	COLLECTIONS REPORT WITH ITEMIZED FINES	
lipll-localadmin->Ligonier templates	LIPLL UNRECOVERED DEBT - OPEN CIRCULATION TRANSACTIONS ON ITEMS OWNED BY LIB, BY TRANSACTION START DATE (ON OR BEFORE), BALANCE OWED (LESS THAN OR EQUAL TO) (CLONE) (CLONE)	REPORTS OPEN CIRCULATION BILLINGS ON ITEMS, BY ITEM OWNING LIBRARY. FILTER BY ITEM OWNING LIBRARY (IN LIST), TRANSACTION START DATE (ON OR BEFORE), AND BALANCE OWED (LESS THAN OR EQUAL TO). DISPLAY:TRANSACTION ID, PATRON BARCODE, TRANSACTION START DATE, BALANCE OWED, PATRON HOME LIB, CIRCULATION LIBRARY (BILLING LOCATION), AND ITEM OWNING LIBRARY. DISPLAY: TRANSACTION ID, PATRON BC, TRANSACTION START DATE, BALANCE OWED, PATRON HOME LIB AND BILLING LOCATION.
lipll-localadmin->Ligonier templates	LIPLL UNRECOVERED DEBT - OPEN CIRCULATION TRANSACTIONS ON ITEMS OWNED BY LIB, BY TRANSACTION START DATE (ON OR BEFORE), BALANCE OWED (LESS THAN OR EQUAL TO) (CLONE) (CLONE) (CLONE)	REPORTS OPEN CIRCULATION BILLINGS ON ITEMS, BY ITEM OWNING LIBRARY. FILTER BY ITEM OWNING LIBRARY (IN LIST), TRANSACTION START DATE (ON OR BEFORE), AND BALANCE OWED (LESS THAN OR EQUAL TO). DISPLAY:TRANSACTION ID, PATRON BARCODE, TRANSACTION START DATE, BALANCE OWED, PATRON HOME LIB, CIRCULATION LIBRARY (BILLING LOCATION), AND ITEM OWNING LIBRARY. DISPLAY: TRANSACTION ID, PATRON BC, TRANSACTION START DATE, BALANCE OWED, PATRON HOME LIB AND BILLING LOCATION.
lipll-localadmin->Ligonier templates	UNRECOVERED DEBT - OPEN CIRCULATION TRANSACTIONS ON ITEMS OWNED BY LIB, BY TRANSACTION START DATE (ON OR BEFORE), BALANCE OWED (LESS THAN OR EQUAL TO) (CLONE)	REPORTS OPEN CIRCULATION BILLINGS ON ITEMS, BY ITEM OWNING LIBRARY. FILTER BY ITEM OWNING LIBRARY (IN LIST), TRANSACTION START DATE (ON OR BEFORE), AND BALANCE OWED (LESS THAN OR EQUAL TO). DISPLAY:TRANSACTION ID, PATRON BARCODE, TRANSACTION START DATE, BALANCE OWED, PATRON HOME LIB, CIRCULATION LIBRARY (BILLING LOCATION), AND ITEM OWNING LIBRARY. DISPLAY: TRANSACTION ID, PATRON BC, TRANSACTION START DATE, BALANCE OWED, PATRON HOME LIB AND BILLING LOCATION.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
rplr-localadmin->Rpl	BILLS CURRENTLY OWED BY PATRONS (CLONE)	LIST OF PATRONS OWING MORE THAN X AMOUNT. DISPLAYS USER HOME LIBRARY, BARCODE, NAME, BALANCED OWED, AND ADDRESS. FILTERED ON USER HOME LIBRARY AND BALANCED OWED (GREATER THAN OR EQUAL TO).
rplr-localadmin->rplr-localadmin	BILLS CURRENTLY OWED BY PATRONS (CLONE) (CLONE)	LIST OF PATRONS OWING MORE THAN X AMOUNT. DISPLAYS USER HOME LIBRARY, BARCODE, NAME, BALANCED OWED, AND ADDRESS. FILTERED ON USER HOME LIBRARY AND BALANCED OWED (GREATER THAN OR EQUAL TO).
sborger->Shauna templates	OVERDUE FINES COLLECTED - SAME CIRCULATING LIBRARY AND COLLECTING LIBRARY, FILTER BY DATE (REVISION 3)	NOTE: PUT YOUR ORG UNIT(S) IN CIRCULATING LIBRARY AND ORGANIZATIONAL UNIT ID FIELDS
wknapp->Wendy	PAYMENTS	
wknapp->Wendy	PAYMENTS COLLECTED	
wknapp->Wendy	PAYMENTS COLLECTED (CLONE)	
wknapp->Wendy Share	PAYMENTS BY DATE, TYPE AND AMOUNT (CLONE)	LIST OF PAYMENTS BY TYPE AND AMOUNT. FILTERED BY LIBRARY WHO CREATED PAYMENT. PAYMENT TYPES ARE: CASH_PAYMENT, CHECK_PAYMENT, CREDIT_CARD_PAYMENT, FORGIVE_PAYMENT, GOODS_PAYMENT, WORK_PAYMENT
wwplw-localadmin->wwplw-sandy	UNCLOSED BILLS AT WWPL	A LISTING OF ALL UNCLOSED (UNPAID, PARTIALLY PAID) BILLS WITH BILLING TYPE

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
Holds		
admin->EI_Templates->Holds	CLEANS HOLDS SHELF - HMMPL (CLONE)	DETERMINES CANCELLED HOLDS FROM PREVIOUS DAY. THIS REPORT WILL ALSO INCLUDE STAFF CANCELLED HOLDS.
admin->EI_Templates->Holds	HOLD BASED PURCHASE ALERT NEW	COUNT OF UNFILLED HOLDS ON TITLES BY PICK UP LIBRARY. DISPLAY OF PICKUP LIBRARY, TITLE, AUTHOR, NUMBER OF HOLDS, NUMBER OF COPIES LIBRARY OWNS, AND DATE FIRST HOLD WAS PLACED.
admin->EI_Templates->Holds	HOLD COUNT BY DATE RANGE	COUNT OF FILLED HOLDS ON TITLES BY PICK UP LIBRARY. DISPLAY OF PICKUP LIBRARY, NUMBER OF HOLDS WITHOUT CANCELED HOLDS.
admin->EI_Templates->Holds	IDLE HOLDS	HOLDS OLDER THAN GIVEN DATE THAT REMAIN UNFILLED.
admin->EI_Templates->Holds	IDLE HOLDS - FILTERS ADDED	HOLDS OLDER THAN GIVEN DATE THAT REMAIN UNFILLED. CHECKS CAPTURE , FULFILLMENT, HOLD CANCEL AND HOLD EXPIRE DATE FIELDS TO ENSURE THEY ARE NULL.
admin->EI_Templates->Holds	STALE HOLD REPORT (ESI VERSION)	LIST OF PATRONS WITH UNFILLED HOLDS BY PICK UP LIBRARY AND HOLD CAPTURE DATE RANGE. DISPLAY OF PICKUP LIBRARY, TITLE, AUTHOR, PATRON BARCODE, PATRON NAME, HOLD TYPE, AND HOLD PLACEMENT DATE.
admin->EI_Templates->Holds	UNFILLED HOLDS(TEST)	LIST OF PATRONS WITH UNFILLED HOLDS BY PICK UP LIBRARY AND HOLD PLACEMENT DATE RANGE. DISPLAY OF PICKUP LIBRARY, TITLE, AUTHOR, PATRON BARCODE, PATRON NAME, HOLD TYPE, AND HOLD PLACEMENT DATE.
admin->General Report Templates (from Equinox)->Library Services	COUNT HOLDS FILLED BY LIBRARY & DATE RANGE	DISPLAYS FULFILLMENT DATE, LIBRARY AND COUNT. FILTERS ON DATE RANGE AND FULFILLING LIBRARY.
admin->General Report Templates (from Equinox)->Library Services	COUNT HOLDS UNFULFILLED BY LIBRARY	DISPLAYS CAPTURE DATE, PICKUP LIBRARY AND COUNT. FILTER IS ON CAPTURE DATE AND PICKUP LIBRARY.
admin->General Report Templates (from Equinox)->Library Services	LIST AVAILABLE HOLDS BY CAPTURE DATE (CLEAN HOLDS SHELF)	SORTED BY CALL NUMBER, DISPLAYS TARGETED COPY INFORMATION AND PATRON INFORMATION WITH CAPTURE DATE FOR HOLD. FILTERS BY CAPTURE DATE AND PICKUP LIBRARY.
admin->Georgia PINES Templates->Holds	HOLD BASED PURCHASE ALERT	COUNT OF UNFILLED HOLDS ON TITLES BY PICK UP LIBRARY AND ITEM OWNING LIBRARY. DISPLAY OF PICKUP LIBRARY, TITLE, AUTHOR, NUMBER OF HOLDS, NUMBER OF COPIES LIBRARY OWNS, AND DATE FIRST HOLD WAS PLACED.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->Georgia PINES Templates->Holds	UNFILLED HOLDS	LIST OF PATRONS WITH UNFILLED HOLDS BY PICK UP LIBRARY AND HOLD PLACEMENT DATE RANGE. DISPLAY OF PICKUP LIBRARY, TITLE, AUTHOR, PATRON BARCODE, PATRON NAME, HOLD TYPE, AND HOLD PLACEMENT DATE.
admin->Georgia PINES Templates->ReportsFest	STALE HOLDS SHELF LIST	LIST OF ITEMS GREATER THAN X DAYS ON THE HOLDS SHELF
ampla-localadmin->Weekly Reports	PURCHASE ALERT	REPORT OF NUMBER OF UNFILLED HOLDS ON TITLES.
isl-jasonb->Shared Templates->Holds	HOLD COUNTS AND AVAILABILITY BY PICKUP LIBRARY	TITLE, AUTHOR, TCN, ACTIVE HOLDS, AND HOLDABLE COPIES FOR PICKUP LIBRARY AND ENTIRE SYSTEM. ALSO INCLUDES EVERYWHERE HOLDS RATIO, BUT PICKUP LIBRARY RATIO MUST BE CALCULATED MANUALLY BECAUSE OF BRANCHES.
isl-jasonb->Shared Templates->Holds	HOLD WAIT FOR USERS FROM SELECTED LIBRARIES BETWEEN DATES	DISPLAYS TITLE, REQUEST DATE, AND CAPTURE DATE FOR HOLDS PLACED BETWEEN DATES FOR PICKUP AT SPECIFIED LIBRARIES. TO GET THE "WAIT TIME," SOME FUNCTIONS NEED TO BE USED IN THE RESULTING SPREADSHEET!
ltpll-localadmin->Items	NON-NOTIFIED HOLDS	LIST OF HOLDS WHERE THE PATRON HAS NOT BEEN NOTIFIED. ITEM: TITLE, AUTHOR, AND BARCODE PATRON: LAST NAME, FIRST NAME, AND DAYTIME PHONE
mutplm-localadmin->PortiaTraining	HOLD BASED PURCHASE ALERT NEW (CLONE)	COUNT OF UNFILLED HOLDS ON TITLES BY PICK UP LIBRARY. DISPLAY OF PICKUP LIBRARY, TITLE, AUTHOR, NUMBER OF HOLDS, NUMBER OF COPIES LIBRARY OWNS, AND DATE FIRST HOLD WAS PLACED.
mutplm-localadmin->PortiaTraining	HOLD COUNTS AND AVAILABILITY BY PICKUP LIBRARY (CLONE)	TITLE, AUTHOR, TCN, ACTIVE HOLDS, AND HOLDABLE COPIES FOR PICKUP LIBRARY AND ENTIRE SYSTEM. ALSO INCLUDES EVERYWHERE HOLDS RATIO, BUT PICKUP LIBRARY RATIO MUST BE CALCULATED MANUALLY BECAUSE OF BRANCHES.
plfd-admin->Useful Reports	IDLE HOLDS - FILTERS ADDED (CLONE)	HOLDS OLDER THAN GIVEN DATE THAT REMAIN UNFILLED. CHECKS CAPTURE , FULFILLMENT, HOLD CANCEL AND HOLD EXPIRE DATE FIELDS TO ENSURE THEY ARE NULL.
wknapp->Wendy	LIST HOLDS BY LIBRARY THAT HAVE EXPIRED OR CANCELED	DISPLAYS CAPTURE DATE, HOLD CANCEL DATE, HOLD EXPIRE DATE, PICKUP LIBRARY AND TITLE. FILTER IS ON CAPTURE DATE AND PICKUP LIBRARY.
wknapp->Wendy	LIST HOLDS BY LIBRARY THAT HAVE EXPIRED OR CANCELED WITHIN A TIME FRAME	DISPLAYS CAPTURE DATE, HOLD CANCEL DATE, HOLD EXPIRE DATE, PICKUP LIBRARY AND TITLE. FILTER IS ON CAPTURE DATE RANGE AND PICKUP LIBRARY.
wknapp->Wendy	LIST HOLDS NOT PICKED UP BY LIBRARY	DISPLAYS CAPTURE DATE, PICKUP LIBRARY AND TITLE. FILTER IS ON CAPTURE DATE AND PICKUP LIBRARY.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
wknapp->Wendy	LIST HOLDS UNFULFILLED BY LIBRARY	DISPLAYS CAPTURE DATE, PICKUP LIBRARY AND TITLE. FILTER IS ON CAPTURE DATE AND PICKUP LIBRARY.
wknapp->Wendy	STALE HOLD REPORT (ESI VERSION) (CLONE)	LIST OF PATRONS WITH UNFILLED HOLDS BY PICK UP LIBRARY AND HOLD CAPTURE DATE RANGE. DISPLAY OF PICKUP LIBRARY, TITLE, AUTHOR, PATRON BARCODE, PATRON NAME, HOLD TYPE, AND HOLD PLACEMENT DATE.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
Inventory, Weeding, and Other Collection Development		
admin->General Report Templates (from Equinox)->Library Collections	BRIEF INVENTORY LIST	LIST OF TITLES AND ITEMS BY SHELVING LOCATION, OWNING LIBRARY AND CALL NUMBER RANGE.
admin->EI_Templates->Inventory	COUNT OF ITEMS IN A "STATUS" ON DAY RUN BY STATUS AND LOCATIONS	COUNT OF ALL ITEMS BY COPY STATUS WITH FILTER STATUS TO BE USED FOR INVENTORY.
admin->EI_Templates->Inventory	COUNT OF ITEMS ON DAY RUN BY LOCATIONS	COUNT OF ALL ITEMS WITH FILTER STATUS TO BE USED FOR INVENTORY.
admin->EI_Templates->Inventory	ITEMS TO WEED BY CIRC MODIFIER, LAST CHECKOUT	A LISTING OF ITEMS DUE FOR WEEDING. FILTER BY CIRC MODIFIER AND LAST CHECKOUT DATE. ENTER "MINIMUM" LAST CHECKOUT DATE IN YYYY-MM-DD FORMAT.
admin->EI_Templates->Inventory	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS WITH CIRC COUNTS BETWEEN A TIMEFRAME	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON DELETED, COPY LOCATION AND STATUS. DISPLAY IS STATUS,TITLE, AUTHOR, BARCODE, CALL NUMBER, CIRCULATION MOD, SHELF LOCATION, AND CIRCULATION COUNTS BETWEEN A SELECTED TIMEFRAME REVISED TO INCLUDE FILTERING OF "DELETED" ITEMS AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
admin->EI_Templates->Inventory	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS AND SIRSI-EVERGREEN CIRC COUNT HMMPL - LAURA G.	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. DISPLAY IS STATUS,TITLE, AUTHOR, BARCODE, CALL NUMBER, CIRCULATION MOD, SHELF LOCATION, SIRSI-EVERGREEN TOTAL, CREATION DATE AND LAST EDITED DATE AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE

Path to Template	Name	Description
admin->EI_Templates->Inventory	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS AND SIRSI-EVERGREEN CIRC COUNT HMMPL, PUB, PUBDATE - LAURA G.	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. DISPLAY IS STATUS, TITLE, AUTHOR, BARCODE, CALL NUMBER, CIRCULATION MOD, SHELF LOCATION, SIRSI-EVERGREEN TOTAL, CREATION DATE, LAST EDITED DATE, PUBLISHER AND PUB DATE AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
admin->EI_Templates->Inventory	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS WITH STATUS AS FIRST FIELD MARK II	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. DISPLAY IS STATUS, TITLE, AUTHOR, BARCODE, CALL NUMBER, CIRCULATION MOD, SHELF LOCATION AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
admin->EI_Templates->Inventory	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS WITH STATUS AS FIRST FIELD MARK II, FILTER DELETED	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. DISPLAY IS STATUS, TITLE, AUTHOR, BARCODE, CALL NUMBER, CIRCULATION MOD, SHELF LOCATION REVISED TO INCLUDE FILTERING OF "DELETED" ITEMS AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
admin->EI_Templates->Inventory	WEEKLY CIRC BY CIRCULATION MODIFIER AND SHELVING LOCATION	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY WEEK, BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION.
admin->General Report Templates (from Equinox)->Library Collections	DETAILED INVENTORY LIST	LIST OF TITLES AND ITEMS FILTERED BY SHELVING LOCATION AND LIBRARY. DISPLAYS DETAILED BIBLIOGRAPHIC INFORMATION.
admin->Georgia PINES Templates->ReportsFest	LIST OF ITEMS WITH A TOTAL USE COUNT LESS THAN OR EQUAL TO	LIST OF ITEMS FILTERING BY CIRCULATIONS LESS THAN OR EQUAL TO AND CREATION DATE. "DUSTY BOOKS LIST"
admin->Georgia PINES Templates->ReportsFest	LIST OF ITEMS WITH A TOTAL USE GREATER THAN OR EQUAL TO	LIST OF ITEMS FILTERING BY CIRCULATIONS GREATER THAN OR EQUAL TO AND BY CREATION DATE. "WORN OUT BOOKS LIST"

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
ampla-localadmin->General Collection Reports	LIST OF ITEMS LAST CHECKED OUT BEFORE A CERTAIN DATE--THE ELUSIVE WEEDING LIST (CLONE)	LIST OF ITEMS WITH A LAST EDIT DATE BEFORE A GIVEN MONTH/YEAR. SELECT BY SHELVING LOCATION. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
ampla-localadmin->General Collection Reports	WEEDING REPORT	LIST OF ITEMS FILTERING BY CIRCULATIONS LESS THAN OR EQUAL TO AND CREATION DATE. "DUSTY BOOKS LIST"
ampla-localadmin->General Collection Reports	WEEDING REPORT (CLONE)	LIST OF ITEMS FILTERING BY CIRCULATIONS LESS THAN OR EQUAL TO AND CREATION DATE. "DUSTY BOOKS LIST"
ampla-localadmin->Monthly Reports	LIST OF ITEMS WITH A TOTAL USE COUNT LESS THAN OR EQUAL TO (CLONE)	LIST OF ITEMS FILTERING BY CIRCULATIONS LESS THAN OR EQUAL TO AND CREATION DATE. "DUSTY BOOKS LIST"
fcplr-localadmin->fcpl-shared->Item	INVENTORY LIST	DISPLAYS CIRC MODIFIER, SHELVING LOCATION, CALL NUMBER, AUTHOR, TITLE, BARCODE, STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
fcplr-localadmin->fcpl-shared->Item	LIST ITEMS WITH 0 CIRCS	CALL NUMBER, BARCODE, PUBLICATION YEAR, TITLE AND AUTHOR FOR ITEMS THAT HAVE NEVER CIRCULATED, AND WERE CREATED BEFORE A SPECIFIED DATE.
isl-jasonb->Shared Templates->Items	LIST ITEMS WITH 0 CIRCS	CALL NUMBER, BARCODE, PUBLICATION YEAR, TITLE AND AUTHOR FOR ITEMS THAT HAVE NEVER CIRCULATED, AND WERE CREATED BEFORE A SPECIFIED DATE.
jcpl-globaladmin->Shared Templates->Inventory	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; FILTERED ON COPY LOCATION AND STATUS. DISPLAY IS STATUS, CIRC MODIFIER, SHELVING LOCATION, CALL NUMBER, AUTHOR, TITLE, BARCODE.
jycplp-localadmin->Rosie	INVENTORY & WEEDING LIST, REV.	MATERIAL LIST WITH AUTHOR, TITLE, BARCODE, CREATION DATE, CALL NUMBER, STATUS, CIRC MOD, AND USAGE. CAN BE FILTERED BY LOCATION AND/OR STATUS.
jycplp-localadmin->Rosie	WEEDING LIST	ITEM LIST SORTED BY SHELVING LOCATION. CONTAINS CALL NO., BARCODE, TOTAL CIRCS, PUB. YEAR, TITLE AND AUTHOR DISPLAYED: BARCODE, CALL NUMBER, AUTHOR, TITLE, PUBLICATION YEAR, CIRCS, CIRC MODIFIER, CREATION DATE, STATUS, SHELVING LOCATION, AND LAST CHECKOUT TIMESTAMP
ltpll-localadmin->Items	FULL WEEDING LIST	
mrpeters-isl->Example Inventory By CN Label	INVENTORY EXAMPLE TEMPLATE - LIST OF ITEMS WITH A SUBSTRING "JB " IN THE LABEL (EXAMPLE 1)	

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
mutplm-localadmin->PortiaTraining	SELECTION CRITERIA FOR ITEMS NOT EDITED SINCE DATE (CLONE)	A REPORT FOR SELECTORS TO DETERMINE WHETHER TO WEED ITEMS THAT HAVEN'T CIRCULATED (WHICH CHANGES THE DATE EDITED) SINCE THE SPECIFIED DATE.
ncplc-localadmin->Training Jennifer	INVENTORY - UN-SCANNED ITEMS (SITKA)	DISPLAYED FIELDS CALL #, SHELVING LOCATION, TITLE, AUTHOR, STATUS, LAST EDIT DATE/TIME; BASE FILTERS ADDED OWNING LIBRARY, IS DELETED = FALSE, LOCATION ID, LAST EDIT DATE/TIME (COPY-LEVEL) BEFORE SPECIFIED DATE
ncplc-localadmin->Training Jennifer	INVENTORY USING F2--WHAT HAS BEEN SCANNED? (CAN FILTER BY SHELVING LOCATION)	DISPLAYED FIELDS CALL #, SHELVING LOCATION, TITLE, AUTHOR, STATUS, LAST EDIT DATE/TIME; BASE FILTERS ADDED OWNING LIBRARY, IS DELETED = FALSE, LOCATION ID, LAST EDIT DATE/TIME (COPY-LEVEL) BETWEEN SPECIFIED DATES
owplo-globaladmin->OdonShared->Circulation	ITEMS WITH LOW OR NO CIRCULATION (5/5/09 REV 1)	LIST OF MATERIAL FILTERED BY MAX CIRC. ALSO CAN BE FILTERED BY LIBRARY, SHELVING LOCATION, STATUS, AND BEING CREATED ON OR BEFORE A CHOSEN DATE. USEFUL FOR FINDING OLDER ITEMS THAT HAVE NOT CIRCULATED WELL. OPTIONS CAN BE SET TO GIVE FULL MATERIAL LIST.
plfd-admin->Useful Reports	LIST OF ITEMS LAST CHECKED OUT BEFORE A CERTAIN DATE--THE ELUSIVE WEEDING LIST	LIST OF ITEMS WITH A LAST EDIT DATE BEFORE A GIVEN MONTH/YEAR. SELECT BY SHELVING LOCATION. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
ptplp-localadmin->Brenda	INVENTORY - UN-SCANNED ITEMS FILTRER BY CALL NO. (CLONE)JAP3 (CLONE)AUDIO CASSETTES	DISPLAYED FIELDS CALL #, SHELVING LOCATION, TITLE, AUTHOR, STATUS, LAST EDIT DATE/TIME; BASE FILTERS ADDED OWNING LIBRARY, IS DELETED = FALSE, LOCATION ID, LAST EDIT DATE/TIME (COPY-LEVEL) BEFORE SPECIFIED DATE
ptplp-localadmin->Brenda	INVENTORY EXAMPLE TEMPLATE - LIST OF ITEMS WITH A SUBSTRING "J FIC " IN THE LABEL (EXAMPLE 1) (CLONE BMW)	
ptplp-localadmin->Brenda	SELECTION CRITERIA FOR ITEMS NOT CIRCULATED SINCE DATE (CLONE)	A REPORT FOR SELECTORS TO DETERMINE WHETHER TO WEED ITEMS THAT HAVEN'T CIRCULATED SINCE THE SPECIFIED DATE. IF THE ITEM HAS NEVER CIRCULATED, THE LAST CIRC DATE IS THE DATE THE ITEM WAS CREATED.
ptplp-localadmin->Princeton Circ. Reports	LAST CIRC BY DATE	LIST OF ITEMS BY TITLE, LOCATION. CALL NUMBER, AND BARCODE. SEARCH BY LAST CIRC DATE, WILL SHOW ALL ITEMS NEVER CHECKED OUT

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
rweiland->Rich APLS	INVENTORY - UN-SCANNED ITEMS	DISPLAYED FIELDS CALL #, SHELVING LOCATION, TITLE, AUTHOR, STATUS, LAST EDIT DATE/TIME; BASE FILTERS ADDED OWNING LIBRARY, IS DELETED = FALSE, LOCATION ID, LAST EDIT DATE/TIME (COPY-LEVEL) BEFORE SPECIFIED DATE
rweiland->Rich APLS	INVENTORY - UN-SCANNED ITEMS BY CALL NUMBER	DISPLAYED FIELDS CALL #, SHELVING LOCATION, TITLE, AUTHOR, STATUS, LAST EDIT DATE/TIME; BASE FILTERS ADDED OWNING LIBRARY, IS DELETED = FALSE, LOCATION ID, LAST EDIT DATE/TIME (COPY-LEVEL) BEFORE SPECIFIED DATE
ttplt-localadmin->Inventory-TTPLT	INVENTORY - UN-SCANNED ITEMS (SITKA)	DISPLAYED FIELDS CALL #, SHELVING LOCATION, TITLE, AUTHOR, STATUS, LAST EDIT DATE/TIME; BASE FILTERS ADDED OWNING LIBRARY, IS DELETED = FALSE, LOCATION ID, LAST EDIT DATE/TIME (COPY-LEVEL) BEFORE SPECIFIED DATE
ttplt-localadmin->Inventory-TTPLT	INVENTORY USING F2; CAN FILTER BY SHELVING LOCATION (THORNTOWN)	DISPLAYED FIELDS CALL #, SHELVING LOCATION, TITLE, AUTHOR, STATUS, LAST EDIT DATE/TIME; BASE FILTERS ADDED OWNING LIBRARY, IS DELETED = FALSE, LOCATION ID, LAST EDIT DATE/TIME (COPY-LEVEL) NOT BETWEEN SPECIFIED DATES--DISPLAYS UN-SCANNED ITEMS
ttplt-localadmin->Inventory-TTPLT	INVENTORY USING F2--WHAT HAS BEEN SCANNED? (CAN FILTER BY SHELVING LOCATION)	DISPLAYED FIELDS CALL #, SHELVING LOCATION, TITLE, AUTHOR, STATUS, LAST EDIT DATE/TIME; BASE FILTERS ADDED OWNING LIBRARY, IS DELETED = FALSE, LOCATION ID, LAST EDIT DATE/TIME (COPY-LEVEL) BETWEEN SPECIFIED DATES
wknapp->Wendy	LIST OF BOOKS WITH A TOTAL USE GREATER THAN OR EQUAL TO (CLONE)	LIST OF ITEMS FILTERING BY CIRCULATIONS GREATER THAN OR EQUAL TO AND BY CREATION DATE.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
	Items	
admin->EI_Templates->Item Records	ADULT MATERIALS USAGE REPORT (HMMPL)	LIST ITEMS WITH TOTAL USE COUNT FILTERED BY LIBRARY, CREATION DATE, SHELVING LOCATION AND ON AND BEFORE A SELECTED DATE. THIS IS FOR USE COUNTS CIRCULATED FROM EVERGREEN AND SIRSI.
admin->EI_Templates->Item Records	COUNT OF ITEMS ADDED IN THE LAST X MONTHS	COUNT OF ITEMS BY ADDED IN THE LAST X MONTHS. DISPLAY OF LIBRARY, CIRC MODIFIER AND COUNT.
admin->EI_Templates->Item Records	COUNT OF ITEMS DELETED IN THE LAST X MONTHS	COUNT OF ITEMS BY DELETED AFTER X DAYS AGO. DISPLAY OF LIBRARY, CIRC MODIFIER AND COUNT.
admin->EI_Templates->Item Records	DAILY LIST OF OUT-OF-CIRC ITEMS	LIST OF ITEMS BY STATUS (LOST, MISSING, DAMAGED AND BINDRY) WITH HOME SHELVING LOCATIONS, NOTES AND ISBN. THIS IS RUN DAILY.
admin->EI_Templates->Item Records	DAILY LIST OF OUT-OF-CIRC ITEMS WITHOUT DELETED ITEMS	LIST OF ITEMS BY STATUS (LOST, MISSING, DAMAGED AND BINDRY) WITH HOME SHELVING LOCATIONS, NOTES AND ISBN. THIS IS RUN DAILY.
admin->EI_Templates->Item Records	ITEM BARCODE LISTING	LIST OF ALL ITEM BARCODES IN USE
admin->EI_Templates->Item Records	ITEMS COUNT CREATED ON OR BEFORE A DATE	COUNT OF TOTAL ITEMS CREATED ON OR BEFORE A DATE BY LIBRARY AND ITEM STAT CAT FILTERS WITH A DISPLAY OF LIBRARY, CIRC MODIFIER, STAT CAT, AND SHELVING LOCATION.
admin->EI_Templates->Item Records	ITEMS RECEIVED FOR HOLD BY DATE	COUNT OF ITEMS RECEIVED TO OTHER LIBRARIES TO FULFILL A HOLD BY DATE.
admin->EI_Templates->Item Records	ITEMS TRANSITED TO OTHER LIBRARIES FOR HOLD BY DATE	COUNT OF ITEMS TRANSITED TO OTHER LIBRARIES TO FULFILL A HOLD BY DATE.
admin->EI_Templates->Item Records	ITEMS WITH A PRICE OF \$0.00	THIS REPORT IS USED TO GENERATE A LISTING OF BARCODES WHICH HAVE A PRICE OF \$0.00. THIS WILL PREVENT THE CONSORTIUM DEFAULT PRICE FROM BEING BILLED FOR THESE ITEMS. AN EMPTY (NULL) VALUE SHOULD BE USED IN LIEU OF A PRICE OF \$0.00.
admin->EI_Templates->Item Records	ITEMS WITH DEPOSIT AMOUNT	A LISTING OF ITEMS, BY LIBRARY, WHICH HAVE A DEPOSIT AMOUNT SET.
admin->EI_Templates->Item Records	LIST ITEM WITH A TOTAL USE COUNT BY ITEM CREATION DATE BY ENTERING THE BARCODE OF THE ITEM HMMPL	LIST ITEMS WITH TOTAL USE COUNT FILTERED BY LIBRARY, CREATION DATE, SHELVING LOCATION, ON AND BEFORE A SELECTED DATE SELECTED BY BARCODE. THIS IS FOR USE COUNTS CIRCULATED FROM EVERGREEN AND SIRSI

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->EI_Templates->Item Records	LIST ITEM WITH A TOTAL USE COUNT BY ITEM CREATION DATE BY ENTERING THE BARCODE OF THE ITEM HMMPL W/CIRC MOD	LIST ITEMS WITH TOTAL USE COUNT FILTERED BY LIBRARY, CIRC MOD, CREATION DATE, SHELVING LOCATION, ON AND BEFORE A SELECTED DATE SELECTED BY BARCODE. THIS IS FOR USE COUNTS CIRCULATED FROM EVERGREEN AND SIRSI
admin->EI_Templates->Item Records	LIST ITEM WITH A TOTAL USE COUNT BY ITEM CREATION DATE BY ENTERING THE BARCODE OF THE ITEM HMMPL W/CIRC MODIFIER	LIST ITEMS WITH TOTAL USE COUNT FILTERED BY LIBRARY, CIRC MOD, CREATION DATE, SHELVING LOCATION, ON AND BEFORE A SELECTED DATE SELECTED BY BARCODE. THIS IS FOR USE COUNTS CIRCULATED FROM EVERGREEN AND SIRSI
admin->EI_Templates->Item Records	LIST ITEM WITH A TOTAL USE COUNT BY ITEM CREATION DATE BY ENTERING THE MULTI-BARCODE OF THE ITEM HMMP	LIST ITEMS WITH TOTAL USE COUNT FILTERED BY LIBRARY, CREATION DATE, SHELVING LOCATION, ON AND BEFORE A SELECTED DATE SELECTED BY MULTI-BARCODE. THIS IS FOR USE COUNTS CIRCULATED FROM EVERGREEN AND SIRSI
admin->EI_Templates->Item Records	LIST OF "CLAIMS RETURNED" ITEMS	LISTING OF ALL ITEMS MARKED "CLAIMS RETURNED"
admin->EI_Templates->Item Records	LIST OF "CLAIMS RETURNED" ITEMS WITH CLAIMING PATRON	LISTING OF ALL ITEMS MARKED "CLAIMS RETURNED" AND THE PATRON WHO CLAIMED THE ITEM RETURNED
admin->EI_Templates->Item Records	LIST OF ITEMS ADDED IN THE LAST X DAYS	LIST OF ITEMS BY ADDED AFTER X DAYS AGO. DISPLAY OF LIBRARY, DELETION DATE, TITLE, AUTHOR, CALL NUMBER, BARCODE, STATUS. LOCATION AND CIRC MODIFIER
admin->EI_Templates->Item Records	LIST OF ITEMS AND THEIR PRICES	THIS REPORT IS USED TO GENERATE A LISTING OF BARCODES WHICH HAVE A PRICE SET. DOES NOT DISPLAY ITEMS THAT LACK A PRICE IN THE ITEM RECORD.
admin->EI_Templates->Item Records	LIST OF ITEMS BY COPY STATUS AND LOCATIONS	LISTING OF ALL ITEMS BY COPY STATUS WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
admin->EI_Templates->Item Records	LIST OF ITEMS BY COPY STATUS AND LOCATIONS - FILTER DELETED	LISTING OF ALL ITEMS BY COPY STATUS WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->EI_Templates->Item Records	LIST OF ITEMS BY COPY STATUS AND LOCATIONS FILTERED BY LAST EDIT DATE	LISTING OF ALL ITEMS BY COPY STATUS WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
admin->EI_Templates->Item Records	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER, LOCATIONS AND STAT CATEGORIES	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. DISPLAY IS STATUS, TITLE, AUTHOR, BARCODE, CALL NUMBER, CIRCULATION MOD, SHELF LOCATION, CREATION DATE, LAST EDITED DATE, PUBLISHER AND PUB DATE
admin->EI_Templates->Item Records	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
admin->EI_Templates->Item Records	LIST OF ITEMS DELETED IN THE LAST X DAYS	LIST OF ITEMS BY DELETED AFTER X DAYS AGO. DISPLAY OF LIBRARY, DELETION DATE, TITLE, AUTHOR, CALL NUMBER, BARCODE AND CIRC MODIFIER
admin->EI_Templates->Item Records	LIST OF ITEMS WITH A TOTAL USE COUNT BY ITEM CREATION DATE AND LEGACY SIRSI COUNTS (HMMPL)	LIST ITEMS WITH TOTAL USE COUNT FILTERED BY LIBRARY, CREATION DATE, SHELVING LOCATION AND ON AND BEFORE A SELECTED DATE. THIS IS FOR USE COUNTS CIRCULATED FROM EVERGREEN AND SIRSI.
admin->EI_Templates->Item Records	LIST OF ITEMS WITH A TOTAL USE COUNT BY ITEM CREATION DATE AND LEGACY SIRSI COUNTS LIMITED BY NUMBER OF CIRCS (HMMPL)	LIST ITEMS WITH TOTAL USE COUNT FILTERED BY LIBRARY, CREATION DATE, SHELVING LOCATION, UNDER A SELECTED NUMBER OF CIRRS AND ON AND BEFORE A SELECTED DATE. THIS IS FOR USE COUNTS CIRCULATED FROM EVERGREEN AND SIRSI.
admin->EI_Templates->Item Records	LISTING OF ITEMS ADDED BETWEEN CHOSEN DATE	LISTING OF ITEMS BY ADDED BETWEEN TWO CHOSEN DATES. DISPLAY OF LIBRARY, CIRC MODIFIER, AUTHOR, TITLE, CALL NUMBER, BARCODE, CREATION DATE.
admin->EI_Templates->Item Records	MONTHLY ITEMS ADDED BY CIRC MODIFIER	COUNT OF ITEMS ADDED AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY CIRC MOD.
admin->EI_Templates->Item Records	MONTHLY ITEMS ADDED BY SHELVING LOCATION	COUNT OF ITEMS ADDED AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY SHELVING LOCATION.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->EI_Templates->Item Records	NULL AND EMPTY CIRC MODIFIER AUDIT	THIS REPORT IS USED TO GENERATE A LISTING OF NON-DELETED BARCODES WHICH HAVE NO VALID CIRCULATION MODIFIER VALUE SET. THIS WILL PREVENT THE ITEMS FROM CIRCULATING WITH THE PROPER LOAN PERIODS AND MAY CAUSE INCORRECT FINE VALUES. RUN THIS REPORT REGULARLY TO AUDIT YOUR CATALOG FOR THESE TYPES OF ERRORS.
admin->EI_Templates->Item Records	OUT-OF-CIRC ITEMS WITHOUT DELETED ITEMS	LIST OF ITEMS BY STATUS (LOST, MISSING, DAMAGED AND BINDRY) WITH HOME SHELVING LOCATIONS, CIRC MODIFIER, NOTES AND ISBN. THIS IS RUN DAILY.
admin->EI_Templates->Item Records	PRE CAT ITEMS WITH NO PRICE	THIS REPORT IS USED TO GENERATE A LISTING OF NON-DELETED PRE-CATS WHICH HAVE NO PRICE VALUE SET. ANY PRE-CAT WITH MISSING PRICE WILL CAUSE SUBSEQUENT CIRCULATIONS TO FAIL DUE TO THE "CAP MAX FINES AT ITEM PRICE" LOGIC.
admin->EI_Templates->Item Records	TOTAL ITEMS COUNT BY CIRC MODIFIER, STAT CAT, AND SHELVING LOCATION	COUNT OF TOTAL ITEMS AT SELECTED LIBRARIES BROKEN DOWN BY CIRC MODIFIER, ITEM STAT CATS, AND SHELVING LOCATION
admin->EI_Templates->Item Records	TOTAL ITEMS COUNT BY LIBRARY	COUNT OF TOTAL ITEMS AT SELECTED LIBRARY
admin->EI_Templates->Item Records	TOTAL ITEMS COUNT BY LIBRARY	COUNT OF TOTAL ITEMS AT SELECTED LIBRARY BROKEN DOWN BY CIRC MOD AND SHELVING LOCATIONS
admin->EI_Templates->Miscellaneous	LIST OF ITEMS BY FINES STOPPED REASON	LIST OF ITEMS FILTERED BY A FINES STOPPED REASON AND DATE. NOTE: YOU MUST ENTER THE FINES STOPPED REASON WITH ALL CAPS AND EXACTLY LIKE THIS - CLAIMSRETURNED, LOST, AND MAXFINES
admin->EI_Templates->Miscellaneous	LIST OF ITEMS WITH OPAC VISIBLE OF FALSE	LIST OF ITEMS (BARCODE, TITLE, SHELVING LOCATION, CIRC MODIFIER, STATUS AND OPAC VISIBLE FLAG) BY A SELECTED LIBRARY
admin->EI_Templates->Monthly Statistics	NUMBER OF ITEMS (COUNT) BY SHELVING LOCATION	TOTAL ITEMS COUNTS USING A BEFORE CREATION DATE AND DISPLAYING LIBRARY AND SHELVING LOCATION.
admin->General Report Templates (from Equinox)->Library Collections	COUNT ITEMS ADDED BY DATE RANGE	DISPLAYS COUNT BY OWNING LIBRARY. FILTERS INCLUDE OWNING LIBRARY, THE "IS DELETED" FLAG SET TO FALSE AND THE CREATION DATE/TIME WHICH WILL BE BASED ON A DATE RANGE.
admin->General Report Templates (from Equinox)->Library Collections	COUNT ITEMS ADDED BY DATE RANGE & STATISTICAL CATEGORY	DISPLAYS COUNT BY OWNING LIBRARY AND STATISTICAL CATEGORY VALUES. FILTERS INCLUDE OWNING LIBRARY, THE "IS DELETED" FLAG SET TO FALSE, CREATION DATE/TIME AND STATISTICAL CATEGORY.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->General Report Templates (from Equinox)->Library Collections	COUNT ITEMS BY CIRCULATION MODIFIER & SHELVING LOCATION	DISPLAYS COUNT OF ITEMS BY CIRC MODIFIER AND SHELVING LOCATION. FILTERS OUT DELETED ITEMS. OTHER FILTERS INCLUDE CIRCULATION MODIFIER, SHELVING LOCATION AND OWNING LIBRARY.
admin->General Report Templates (from Equinox)->Library Collections	COUNT ITEMS BY LIBRARY	INCLUDES COUNT OF ITEM/COPY LEVEL RECORDS THAT HAVE NOT BEEN DELETED FROM THE SYSTEM BROKEN DOWN BY OWNING LIBRARY. FILTER INCLUDES OWNING LIBRARY AND THE IS DELETED? FLAG.
admin->General Report Templates (from Equinox)->Library Collections	COUNT ITEMS DELETED BY DATE RANGE	INCLUDES COUNT OF ITEMS BY OWNING LIBRARY THAT HAVE BEEN MARKED DELETED. FILTERS INCLUDE THE OWNING LIBRARY AND LAST EDIT DATE/TIME.
admin->General Report Templates (from Equinox)->Library Collections	COUNT TITLES BY LIBRARY	BREAKS DOWN # OF BIBLIOGRAPHIC/TITLE RECORDS WITH HOLDINGS AT SPECIFIC LIBRARIES. FILTER BY OWNING LIBRARY. INCLUDES ONLY ACTIVE RECORDS THAT HAVE NOT BEEN MARKED AS DELETED.
admin->General Report Templates (from Equinox)->Library Collections	LIST ITEMS ADDED BY DATE RANGE	DISPLAYS OWNING LIBRARY AND THEN SORTS BY CALL NUMBER, TITLE AND THEN BARCODE. FILTERS INCLUDE CREATION DATE RANGE AND OWNING LIBRARY. FILTERS OUT ITEMS MARKED AS DELETED.
admin->General Report Templates (from Equinox)->Library Collections	LIST ITEMS BY COPY STATUS	LIST OF ITEMS FILTERED ON COPY STATUS. FOR EXAMPLE: RUNNING A LIST OF ALL ITEMS (WITH TITLE, CALL NUMBER AND BAR CODE INFORMATION) THAT ARE LISTED AS DAMAGED OR MISSING.
admin->General Report Templates (from Equinox)->Library Collections	LIST OF TITLES DELETED BY DATE RANGE	DISPLAYS TITLE, AUTHOR, PUB YEAR, ISBN AND TITLE CONTROL SOURCE INFORMATION. FILTERS OUT BASED ON THE "IS ACTIVE" AND "IS DELETED" FLAGS. LAST EDIT DATE/TIME IS THE PRIMARY FILTER.
admin->General Report Templates (from Equinox)->Library Collections	LIST TITLES BY CIRCULATION MODIFIER	FILTERED BY CIRC MODIFIER AND OWNING LIBRARY. DISPLAYS TITLE, CALL NUMBER AND CIRCULATION MODIFIER. SORTED BY CIRCULATION MODIFIER AND THEN CALL NUMBER.
admin->General Report Templates (from Equinox)->Library Collections	LIST TITLES BY PHYSICAL FORMAT/ITEM TYPE	FILTERED BY ITEM TYPE CODE, CIRC MODIFIER AND OWNING LIBRARY. DISPLAYS TITLE, CALL NUMBER, SHELVING LOCATION AND TYPE INFORMATION. SORTED BY ITEM TYPE CODE AND SUB-SORTED BY CALL NUMBER.
admin->Georgia PINES Templates->Audits	AUDITS - LIST OF DELETED ITEMS WITH PRICES, FILTERED BY OWNING LIBRARY AND DELETION DATE RANGE.	FILTERS: OWNING LIBRARY (IN LIST), EDIT DATE (BETWEEN). AND DELETED = TRUE. DISPLAY: OWNING LIBRARY, ITEM BARCODE, AND PRICE. DISPLAY: OWNING LIBRARY, ITEM BARCODE, PRICE

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->Georgia PINES Templates->Audits	AUDITS - LIST OF NEW ITEMS WITH PRICES, FILTERED BY OWNING LIBRARY AND CREATION DATE RANGE.	FILTERS: OWNING LIBRARY (IN LIST), CREATION DATE (BETWEEN). DISPLAY: OWNING LIBRARY, ITEM BARCODE, PRICE
admin->Georgia PINES Templates->Audits	AUDITS - NEW ITEMS WITH LEGACY STAT CAT 1 = "GIFT", FILTERED BY OWNING LIBRARY AND CREATION DATE RANGE.	FILTERS: OWNING LIBRARY (IN LIST), CREATION DATE (BETWEEN), LEGACY STAT CAT 1 = "GIFT". DISPLAY: OWNING LIBRARY, ITEM BARCODE, PRICE
admin->Georgia PINES Templates->Audits	LIST OF ITEMS WITH COPY NOTES (IN DATE RANGE)	LIST OF ITEMS (WITH PRICE AND CREATION DATE) THAT HAVE COPY NOTES. FILTERS BY CREATION DATE RANGE.
admin->Georgia PINES Templates->Bibliographic Records	LISTING OF ITEMS ADDED BETWEEN CHOSEN DATE	LISTING OF ITEMS BY ADDED BETWEEN TWO CHOSEN DATES. DISPLAY OF LIBRARY, CIRC MODIFIER, AUTHOR, TITLE, CALL NUMBER, BARCODE, CREATION DATE.
admin->Georgia PINES Templates->Fiscal Year End	FY COUNT OF ITEMS DELETED	COUNT OF ITEMS DELETED BY OWNING LIBRARY USING A DATE RANGE
admin->Georgia PINES Templates->Fiscal Year End	FY ITEMS COUNT	TOTAL ITEMS COUNTS USING A BEFORE CREATION DATE AND DISPLAYING LIBRARY AND CIRC MODIFIER
admin->Georgia PINES Templates->Fiscal Year End	FY LARGE PRINT CIRCULATION	FY CIRCULATION OF ITEMS WITH A SHELVING LOCATION OF LG-PRNT. YOU MUST ENTER LG-PRNT IN ALL CAPS FOR THE SHELVING LOCATION FILTER.
admin->Georgia PINES Templates->Fiscal Year End	FY TOTAL ITEMS BY LANGUAGE	THIS INFORMATION IS DISPLAYING OFF OF THE FIXED FIELD LANG 008/35-37 IN THE MARC
admin->Georgia PINES Templates->Items	ITEMS COUNT CREATED ON OR BEFORE A DATE	COUNT OF TOTAL ITEMS CREATED ON OR BEFORE A DATE BY LIBRARY AND ITEM STAT CAT FILTERS WITH A DISPLAY OF LIBRARY, CIRC MODIFIER, STAT CAT, AND SHELVING LOCATION.
admin->Georgia PINES Templates->Items	LIST OF ITEMS BY CREATION DATE RANGE	LIST OF ITEMS FILTERED BY OWNING LIBRARY, AND CREATION DATE RANGE WITH A DISPLAY OF OWNING LIB, CALL NUMBER, TITLE, BARCODE, SHELVING LOCATION, AGE PROTECTION RULE, AND CREATION DATE. REMEMBER AGE PROTECTION RULES ARE A SETTING THAT REMAINS ON THE ITEM RECORD ONCE SET AND THEN IT IS THE CREATION DATE THAT DETERMINES WHETHER THE RULE IS IN EFFECT.
admin->Georgia PINES Templates->Items	LIST OF ITEMS BY STATUS	LIST OF ITEMS BY STATUS, CALL NUMBER, TITLE, BARCODE, SHELVING LOCATION, COPY STATUS AND LAST EDIT DATE. NOTE: IF YOU RUN AN INTRANSIT STATUS FROM THIS TEMPLATE, THE DATE LAST EDITED IS NOT THE DATE THE ITEM WAS PUT IN TRANSIT. YOU MUST USE A DIFFERENT TEMPLATE TYPE FOR TRANSIT DATE INFORMATION.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->Georgia PINES Templates->Items	LIST OF ITEMS DELETED	LIST OF ITEMS BY DELETED USING A DATE RANGE. DISPLAY OF LIBRARY, DELETION DATE, TITLE, AUTHOR, AND CIRC MODIFIER
admin->Georgia PINES Templates->Items	LIST OF ITEMS WITH A TOTAL USE COUNT BY ITEM CREATION DATE RANGE	LIST ITEMS WITH TOTAL USE COUNT FILTERED BY LIBRARY, CREATION DATE RANGE, AND LESS THAN OR EQUAL TO USE COUNT. ** NOTE: DO NOT ENTER DATES BEFORE SEPTEMBER 5, 2006. THIS IS FOR USE COUNTS CIRCULATED FROM EVERGREEN ONLY.
admin->Georgia PINES Templates->Items	MONTHLY ITEMS ADDED BY LANGUAGE	COUNT OF ITEMS ADDED AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY LANGUAGE.
admin->Georgia PINES Templates->Items	MONTHLY ITEMS ADDED BY MARC TYPE	COUNT OF ITEMS ADDED AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY TYPE.
admin->Georgia PINES Templates->Items	MONTHLY ITEMS ADDED BY STAT CAT	COUNT OF ITEMS ADDED AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY STAT CATS.
admin->Georgia PINES Templates->Items	TOTAL ITEMS COUNT BY CIRC MODIFIER, STAT CAT, AND SHELVING LOCATION	COUNT OF TOTAL ITEMS AT SELECTED LIBRARIES BROKEN DOWN BY CIRC MODIFIER, ITEM STAT CATS, AND SHELVING LOCATION
admin->Georgia PINES Templates->Items	TOTAL ITEMS COUNT BY LIBRARY	COUNT OF TOTAL ITEMS AT SELECTED LIBRARIES.
admin->Georgia PINES Templates->ReportsFest	LIST OF ITEMS WITH COPY NOTES	LIST OF ITEMS THAT HAVE COPY NOTES
agoben->AGoben - Shared	NEW MATERIALS: ITEM LIST FOR MATERIALS ADDED SINCE A SELECTED DATE	USED TO DEVELOP "NEW MATERIALS" LISTS FOR MARKETING. DISPLAYS CALL NO., AUTHOR, TITLE, SHELVING LOCATION, BARCODE, TYPE (CIRC MOD), ISBN, AND COPY STATUS. FILTERS BY OWNING LIBRARY (IN LIST) AND ITEM CREATION DATE (ON/AFTER).
ampla-localadmin->General Collection Reports	DVD LIST	REPORT LISTING ALL DVDS AND WII GAMES.
ampla-localadmin->General Collection Reports	TOTAL ITEMS COUNT	COUNT OF TOTAL ITEMS IN COLLECTION BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATIONS
ampla-localadmin->Librarian Stat Report	ITEMS ADDED	REPORT OF ITEMS ADDED FOR SELECTED MONTH.
ampla-localadmin->Librarian Stat Report	ITEMS DELETED	REPORT OF ITEMS DELETED.
ampla-localadmin->Librarian Stat Report	ITEMS ADDED	LIST OF ITEMS ADDED
ampla-localadmin->Monthly Reports	CLAIMS RETURNED ITEMS	REPORT OF ITEMS MARKED CLAIMS RETURNED.
ampla-localadmin->Monthly Reports	DISCARD ITEMS	REPORT OF DISCARDED ITEMS
ampla-localadmin->Monthly Reports	IN PROCESS ITEMS	REPORT OF ITEMS MARKED IN PROCESS.
ampla-localadmin->Monthly Reports	LOST ITEMS	REPORT OF ITEMS MARKED LOST.
ampla-localadmin->Monthly Reports	MISSING ITEMS	REPORT OF ITEMS MARKED MISSING.
apl-localadmin->Norma2	CHILDREN'S AUDIO (CLONE)	LIST OF TITLES AND ITEMS BY SHELVING LOCATION, OWNING LIBRARY AND CALL NUMBER RANGE.
apl-localadmin->Norma2	COUNT OF ITEMS ADDED IN THE LAST X MONTHS (CLONE)	COUNT OF ITEMS BY ADDED IN THE LAST X MONTHS. DISPLAY OF LIBRARY, CIRC MODIFIER AND COUNT.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
apl-localadmin->Norma2	COUNT OF ITEMS CREATED BETWEEN DATES BY LOCATION #1	LIBRARY, SHELVING LOCATIONS, AND COUNT OF ITEMS ADDED FOR ITEMS CREATED MONTHLY BETWEEN DATES.
apl-localadmin->Norma2	ITEMS CREATED BETWEEN DATES BY LOCATION (CLONE)	LIBRARY, SHELVING LOCATIONS, AND COUNT OF ITEMS ADDED FOR ITEMS CREATED MONTHLY BETWEEN DATES.
apl-localadmin->Norma2	LIST TITLES BY CIRCULATION MODIFIER (CLONE)	FILTERED BY CIRC MODIFIER AND OWNING LIBRARY. DISPLAYS TITLE, CALL NUMBER AND CIRCULATION MODIFIER. SORTED BY CIRCULATION MODIFIER AND THEN CALL NUMBER.
apl-localadmin->Norma2	LISTING OF ITEMS ADDED BETWEEN CHOSEN DATE (CLONE)	LISTING OF ITEMS BY ADDED BETWEEN TWO CHOSEN DATES. DISPLAY OF LIBRARY, CIRC MODIFIER, AUTHOR, TITLE, CALL NUMBER, BARCODE, CREATION DATE.
apl-localadmin->Norma2	MAGAZINES (CLONE)	LIST OF TITLES AND ITEMS BY SHELVING LOCATION, OWNING LIBRARY AND CALL NUMBER RANGE.
buplb-cat1Wilson->templates to share	LIST ITEMS ADDED BY DATE RANGE (CLONE RJJ) (CLONE)WITH PRICE (CLONE) FROM CINDY	DISPLAYS OWNING LIBRARY AND THEN SORTS BY CALL NUMBER, TITLE AND BARCODE. AUTHOR AND PUBLICATION YEAR ARE ALSO DISPLAYED WHERE AVAILABLE. FILTERS INCLUDE CREATION DATE RANGE AND OWNING LIBRARY. FILTERS OUT ITEMS MARKED AS DELETED.
cdurbin->New Items	NEW BOOKS (CLONE)	PULLS NEW BOOKS
cdurbin->New Items	NEW ITEMS WITH ISBN & SHELVING LOCATION	
cdurbin->New Items	NEW ITEMS WITH ISBN AND SHELVING LOCATION	
esi-admin->ESI-Shared	ITEMS BY LEGACY ITEM TYPE	WHEN YOU RUN THE REPORT, ADD AUD AND JAUD AS VALUES IN THE LIST.
fcplr-localadmin->fcpl-shared->Item	LIST OF ITEMS	DISPLAYS OWNING LIBRARY, CIRC LIBRARY, CIRC MODIFIER, SHELVING LOCATION, CALL NUMBER, AUTHOR, TITLE, BARCODE, STATUS, TOTAL CIRCS, LAST EDIT DATE, CREATION DATE. (THIS REPORT PULLS ONLY THOSE ITEMS IN THIS BRANCHES SHELVING LOCATIONS.) AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
fcplr-localadmin->fcpl-shared->Item	LIST OF ITEMS BY SHELVING LOCATION	DISPLAYS OWNING LIBRARY, CIRC LIBRARY, CIRC MODIFIER, SHELVING LOCATION, CALL NUMBER, AUTHOR, TITLE, BARCODE, STATUS, TOTAL CIRCS, LAST EDIT DATE, CREATION DATE. (THIS REPORT PULLS ONLY THOSE ITEMS IN THIS BRANCHES SHELVING LOCATIONS.) AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
fcplr-localadmin->fcpl-shared->Item	TOTAL ITEMS COUNT BY LIBRARY	COUNT OF TOTAL ITEMS AT SELECTED LIBRARY BROKEN DOWN BY CIRC MOD AND SHELVING LOCATIONS
hbplh-localadmin->training	LIST OF ITEMS BY STATUS	LIST OF ITEMS BY STATUS, CALL NUMBER, TITLE, BARCODE, SHELVING LOCATION, COPY STATUS AND LAST EDIT DATE. NOTE: IF YOU RUN AN INTRANSIT STATUS FROM THIS TEMPLATE, THE DATE LAST EDITED IS NOT THE DATE THE ITEM WAS PUT IN TRANSIT. YOU MUST USE A DIFFERENT TEMPLATE TYPE FOR TRANSIT DATE INFORMATION.
hbplh-localadmin->training	TOTAL ITEMS COUNT BY LIBRARY (CLONE)	COUNT OF TOTAL ITEMS AT SELECTED LIBRARY BROKEN DOWN BY CIRC MOD AND SHELVING LOCATIONS
hjtplh-localadmin->HJTPLH_shared	COUNT OF ITEMS ADDED IN THE LAST X MONTHS	COUNT OF ITEMS BY ADDED IN THE LAST X MONTHS. DISPLAY OF LIBRARY, CIRC MODIFIER AND COUNT.
hjtplh-localadmin->HJTPLH_shared	LIST OF ITEMS BY STATUS AND LOCATION	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION, CIRC TOTALS, PUBLICATION YEAR, AND CREATION DATE; WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
hjtplh-localadmin->HJTPLH_shared	LIST OF ITEMS W CIRC EMPHASIS	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. INCLUDES CIRCULATIONS BETWEEN DATES. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
hjtplh-localadmin->HJTPLH_shared	NUMBER OF ITEMS (COUNT) BY SHELVING LOCATION	TOTAL ITEMS COUNTS USING A BEFORE CREATION DATE AND DISPLAYING LIBRARY AND SHELVING LOCATION.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
hm-globaladmin->Shared HMMPL	LIST ITEM WITH A TOTAL USE COUNT BY ITEM CREATION DATE BY ENTERING THE BARCODE OF THE ITEM HMMPL W/CIRC MODIFIER	LIST ITEMS WITH TOTAL USE COUNT FILTERED BY LIBRARY, CIRC MOD, CREATION DATE, SHELVING LOCATION, ON AND BEFORE A SELECTED DATE SELECTED BY BARCODE. THIS IS FOR USE COUNTS CIRCULATED FROM EVERGREEN AND SIRSI
hm-globaladmin->Shared HMMPL	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS AND SIRSI-EVERGREEN CIRC COUNT HMMPL, PUBDATE - KATHYM	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. DISPLAY IS STATUS,TITLE, AUTHOR, BARCODE, CALL NUMBER, CIRCULATION MOD, SHELF LOCATION, SIRSI-EVERGREEN TOTAL, CREATION DATE, CHECK IN DATE AND PUB DATE AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
hm-globaladmin->Shared HMMPL	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS AND SIRSI-EVERGREEN CIRC COUNT HMMPL, PUBDATE - KATHYM (ARRANGED)	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. DISPLAY IS STATUS,TITLE, AUTHOR, BARCODE, CALL NUMBER, CIRCULATION MOD, SHELF LOCATION, SIRSI-EVERGREEN TOTAL, CREATION DATE, CHECK IN DATE AND PUB DATE AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
isl-jasonb->Shared Templates->Bibliographic Records	LIST ITEMS WITH MATCHING SUBJECTS	LIBRARY, CALL NUMBER, LOCATION, TITLE, AUTHOR, AND BARCODE OF ITEMS WITH MATCHING INDEXED SUBJECT FIELDS. FINDING RECORDS REQUIRES THAT THE SPECIFIED LIBRARY HAS HOLDINGS ON THEM! ALSO NOTE THAT THE SUBJECTS ARE NOT DISPLAYED BECAUSE IF THERE IS MORE THAN ONE MATCHING SUBJECT IN A MARC RECORD, DUPLICATE RESULTS WOULD BE DISPLAYED FOR THOSE ITEMS.
isl-jasonb->Shared Templates->Collection	LIST TITLES WITH ITEMS CREATED BETWEEN DATES	LIBRARY, AUTHOR, TITLE, AND DATE OF MOST RECENTLY ADDED ITEM, FILTERED BY CIRC MODIFIER.
isl-jasonb->Shared Templates->Items	COUNT OF ITEMS BY CIRCULATION MODIFIER AND SHELVING LOCATION	COUNT OF ITEMS BY CIRC MOD AND SHELVING LOCATION, NOT INCLUDING DELETED ITEMS, OR ITEMS WITH BLANK ACTIVE DATES.
isl-jasonb->Shared Templates->Items	COUNT OF ITEMS CREATED BETWEEN SPECIFIED DATES	GIVEN 2 DATES AND A LIST OF LIBRARIES, COUNTS BY CIRC MODIFIER ARE RETURNED FOR ITEMS CREATED

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
isl-jasonb->Shared Templates->Items	COUNT OF ITEMS DELETED BETWEEN DATES BY CIRCULATION MODIFIER	COUNT OF ITEMS DELETED MONTHLY BETWEEN DATES. CAN BE USED FOR COUNT OF DISCARDS PER MONTH, ETC.
isl-jasonb->Shared Templates->Items	COUNT OF ITEMS DELETED FROM LOCATIONS BETWEEN DATES	COUNT OF ITEMS DELETED MONTHLY BETWEEN DATES. CAN BE USED FOR COUNT OF DISCARDS PER MONTH, ETC.
isl-jasonb->Shared Templates->Items	HOLDINGS BY CIRCULATION MODIFIER FOR LIBRARIES	COUNT OF ITEMS FOR CIRCULATION MODIFIER WITH SPECIFIED COPY STATUS ("GOOD" STATUSES REFLECT WHAT'S ON THE SHELF: AVAILABLE, CHECKED OUT, ETC.)
isl-jasonb->Shared Templates->Items	ITEM DETAILS, INCLUDING TOTAL CIRCS AND LAST CIRC DATE BY SHELVING LOCATION (REQUEST)	LISTS THE LIBRARY, TITLE, AUTHOR, BARCODE, SHELVING LOCATION, TOTAL CIRCS AND LAST CIRC OR CREATE DATE.
isl-jasonb->Shared Templates->Items	ITEMS CREATED BETWEEN DATES BY CIRCULATION MODIFIER	LIBRARY, CIRCULATION MODIFIERS, AND COUNT OF ITEMS ADDED FOR ITEMS CREATED MONTHLY BETWEEN DATES.
isl-jasonb->Shared Templates->Items	ITEMS CREATED BETWEEN DATES BY LOCATION	LIBRARY, SHELVING LOCATIONS, AND COUNT OF ITEMS ADDED FOR ITEMS CREATED MONTHLY BETWEEN DATES.
isl-jasonb->Shared Templates->Items	LIST ITEMS BY CIRCULATION MODIFIER (REQUEST)	LISTS THE TITLE, BARCODE, CALL NUMBER, CIRC MODIFIER, AND SHELVING LOCATION FOR ALL ITEMS WITH THE SPECIFIED CIRC MODIFIER.
isl-jasonb->Shared Templates->Items	LIST ITEMS BY CIRCULATION MODIFIER AND LOAN DURATION	ITEM TITLE, AUTHOR, CALL NUMBER, CIRC MOD, LOAN DURATION, AND BARCODE ARE DISPLAYED. LOAN DURATIONS ARE: 1 - SHORT, 2 - NORMAL, 3 - LONG.
isl-jasonb->Shared Templates->Items	LIST ITEMS BY SHELVING LOCATION	LISTS THE SHELVING LOCATION, TITLE, BARCODE, CALL NUMBER, AND CIRC MODIFIER FOR ALL ITEMS WITH THE SPECIFIED SHELVING LOCATION(S). GOOD FOR FINDING ITEMS IN THE STACKS LOCATION, FOR INSTANCE.
isl-jasonb->Shared Templates->Items	LIST ITEMS BY STATUS AND DATE MODIFIED	LOCATION, CALL NUMBER, STATUS, TITLE, AND BARCODE OF ALL ITEMS WITH SPECIFIED STATUS LAST MODIFIED IN SPECIFIED MONTHS
isl-jasonb->Shared Templates->Items	LIST ITEMS CREATED BETWEEN DATES (REQUEST)	LISTS LIBRARY, TITLE, AUTHOR, CALL NUMBER, CIRC MODIFIER, BARCODE AND DATE CREATED FOR ITEMS CREATED BETWEEN SPECIFIED DATES.
isl-jasonb->Shared Templates->Items	LIST ITEMS WITH ALERT NOTES	TITLE, AUTHOR, BARCODE, CIRC MODIFIER, AND ALERT NOTE OF ITEMS THAT HAVE ALERT NOTES DEFINED.
isl-jasonb->Shared Templates->Items	LIST ITEMS WITH MISSING CIRCULATION MODIFIER	TITLE AND BARCODE OF ALL ITEMS WITHOUT A CIRCULATION MODIFIER
isl-jasonb->Shared Templates->Items	LIST OF ITEMS BY LOCATION, CIRCULATE, AND HOLDABLE	LIBRARY, LOCATION, CALL NUMBER, TITLE, ISBN, CAN CIRCULATE, IS HOLDABLE, PRICE, AND BARCODE FOR ITEMS IN SPECIFIED LOCATIONS WITH HOLDABLE AND CIRCULATE SET.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
isl-jasonb->Shared Templates->Items	LIST OF ITEMS MISSING PRICE	TITLE, AUTHOR, CIRC MODIFIER AND BARCODE OF ITEMS MISSING PRICE INFORMATION.
isl-jasonb->Shared Templates->Items	LIST OF ITEMS WITH 0.00 PRICE	TITLE, AUTHOR, CIRC MODIFIER AND BARCODE OF ITEMS MISSING PRICE INFORMATION.
isl-jasonb->Shared Templates->Items	LIST SELECTION CRITERIA FOR ITEMS IN SELECTED STATUSES	LIBRARY, STATUS, LOCATION, CALL NUMBER, TITLE, PUBLICATION YEAR, TOTAL NUMBER OF CHECKOUTS, THE DATE THE STATUS WAS LAST CHANGED, AND BARCODE.
isl-jasonb->Shared Templates->Items	SELECTION CRITERIA FOR ITEMS NOT CIRCULATED SINCE DATE	A REPORT FOR SELECTORS TO DETERMINE WHETHER TO WEED ITEMS THAT HAVEN'T CIRCULATED SINCE THE SPECIFIED DATE. IF THE ITEM HAS NEVER CIRCULATED, THE LAST CIRC DATE IS THE DATE THE ITEM WAS CREATED.
isl-jasonb->Shared Templates->Items	SELECTION CRITERIA FOR ITEMS NOT EDITED SINCE DATE	A REPORT FOR SELECTORS TO DETERMINE WHETHER TO WEED ITEMS THAT HAVEN'T CIRCULATED (WHICH CHANGES THE DATE EDITED) SINCE THE SPECIFIED DATE.
jcpl-globaladmin->Shared Templates->Items	SELECTION CRITERIA FOR ITEMS NOT EDITED SINCE DATE	A REPORT FOR SELECTORS TO DETERMINE WHETHER TO WEED ITEMS THAT HAVEN'T CIRCULATED (WHICH CHANGES THE DATE EDITED) SINCE THE SPECIFIED DATE.
jjacko_ISL->Jessica	COLLECTION ANALYSIS BY DEWEY NUMBER AND SHELVING LOCATION	
jjacko_ISL->Jessica	COLLECTION ANALYSIS BY DEWEY NUMBER AND SHELVING LOCATION (CLONE) (CLONE)	
jjacko_ISL->Jessica	COUNT ITEMS BY SHELVING LOCATION (DISPLAYS COUNT OF ITEMS BY CIRC MODIFIER AND SHELVING LOCATION. FILTERS OUT DELETED ITEMS. OTHER FILTERS INCLUDE CIRCULATION MODIFIER, SHELVING LOCATION AND OWNING LIBRARY.
jmcqueen->Reports for Bookmobile	DVDS LIST	LISTING OF ALL DVDS WITH CALL NUMBER
jmcqueen->Reports for Bookmobile	ITEM LISTING (FOR DVDS)	LIST OF ITEMS BY LIBRARY, SHELVING LOCATION AND CIRC MODIFIER, FILTERING OUT SPECIFIC ITEM STATUSES.
jycplp-localadmin->Rosie	ITEMS BY COPY STATUS AND LOCATION	LISTING OF ALL ITEMS BY COPY STATUS WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
jycplp-localadmin->Rosie	ITEMS BY COPY STATUS AND LOCATION (CLONE)	LISTING OF ALL ITEMS BY COPY STATUS WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
jycplp-localadmin->Rosie	ITEMS, LOST W/BORROWER & DUE DATE (JASON'S REV.)	LIST OF "LOST" MATERIAL AT SELECTED LIBRARY WITH BORROWER INFORMATION; CAN BE FILTERED BY DUE DATE
jycplp-localadmin->Rosie	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
jycplp-localadmin->Rosie	STOCK REPORT	COUNT OF ITEMS AT SELECTED LIBRARY BY CIRC MOD
klplk-localadmin->training1	BOOKS BY AN AUTHOR AT A LIBRARY	INPUT AUTHOR NAME AND LIBRARY OUTPUT AUTHOR/LLIBRARY ORG UNIT
klplk-localadmin->training1	BOOKS BY AN AUTHOR AT A LIBRARY (V2)	INPUT AUTHOR NAME AND LIBRARY OUTPUT AUTHOR/LLIBRARY ORG UNIT
lipll-localadmin->Ligonier templates	KITTEN (CLONE)	FILTERED BY ITEM TYPE CODE, CIRC MODIFIER AND OWNING LIBRARY. DISPLAYS TITLE, CALL NUMBER, SHELVING LOCATION AND TYPE INFORMATION. SORTED BY ITEM TYPE CODE AND SUB-SORTED BY CALL NUMBER. ADDED BARCODE!!
lipll-localadmin->Ligonier templates	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER, LOCATIONS AND STAT CATEGORIES (CLONE)	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. DISPLAY IS STATUS,TITLE, AUTHOR, BARCODE, CALL NUMBER, CIRCULATION MOD, SHELF LOCATION, CREATION DATE, LAST EDITED DATE, PUBLISHER AND PUB DATE
lipll-localadmin->Ligonier templates	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS AND SIRSI-EVERGREEN CIRC COUNT HMMPL - LAURA G. (CLONE)	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. DISPLAY IS STATUS,TITLE, AUTHOR, BARCODE, CALL NUMBER, CIRCULATION MOD, SHELF LOCATION, SIRSI-EVERGREEN TOTAL, CREATION DATE AND LAST EDITED DATE AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
lipll-localadmin->Ligonier templates	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS WITH STATUS AS FIRST FIELD MARK II (CLONE)	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. DISPLAY IS STATUS, TITLE, AUTHOR, BARCODE, CALL NUMBER, CIRCULATION MOD, SHELF LOCATION AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
lipll-localadmin->Ligonier templates	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS WITH STATUS AS FIRST FIELD MARK II (CLONE) (CLONE)	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. DISPLAY IS STATUS, TITLE, AUTHOR, BARCODE, CALL NUMBER, CIRCULATION MOD, SHELF LOCATION AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
lipll-localadmin->Ligonier templates	LIST TITLES BY CIRCULATION MODIFIER (CLONE)	FILTERED BY CIRC MODIFIER AND OWNING LIBRARY. DISPLAYS TITLE, CALL NUMBER AND CIRCULATION MODIFIER. SORTED BY CIRCULATION MODIFIER AND THEN CALL NUMBER.
lipll-localadmin->Ligonier templates	SEARCH BY CALL NUMBER	
lipll-localadmin->Ligonier templates	SEARCH BY CALL NUMBER (CLONE)	PRINT/PICTURE
lipll-localadmin->Ligonier templates	TOTAL ITEMS COUNT BY LIBRARY (CLONE)	COUNT OF TOTAL ITEMS AT SELECTED LIBRARY BROKEN DOWN BY CIRC MOD AND SHELVING LOCATIONS
ltpll-localadmin->Derrick->Testing	LIST OF "CLAIMS RETURNED" ITEMS (CLONE) (CLONE)	LISTING OF ALL ITEMS MARKED "CLAIMS RETURNED"
ltpll-localadmin->Derrick->Testing	LIST OF "CLAIMS RETURNED" ITEMS (CLONE) (CLONE) (CLONE)	LISTING OF ALL ITEMS MARKED "CLAIMS RETURNED"
ltpll-localadmin->Items	DAMAGED ITEMS	DISPLAYED: BARCODE, CALL NUMBER, AUTHOR, TITLE, PUBLICATION YEAR, CIRCS, CIRC MODIFIER, CREATION DATE, STATUS, SHELVING LOCATION, AND LAST CHECKOUT TIMESTAMP
ltpll-localadmin->Items	ITEMS WITH DEPOSITS REQUIRED	DISPLAYED: BARCODE, CALL NUMBER, AUTHOR, TITLE, PUBLICATION YEAR, CIRCS, CIRC MODIFIER, CREATION DATE, STATUS, SHELVING LOCATION, AND LAST CHECKOUT TIMESTAMP, DEPOSIT REQUIRED, DEPOSIT AMOUNT
ltpll-localadmin->Items	LIST OF "CLAIMS RETURNED" ITEMS	LISTING OF ALL ITEMS MARKED "CLAIMS RETURNED"

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
memaurer_ISL->memaurer	MATERIAL LIST (REV3 5/12/09) (CLONE)	MATERIAL LIST WITH AUTHOR, TITLE, BARCODE, CREATION DATE, CALL NUMBER, STATUS, CIRC MOD, AND USAGE. CAN BE FILTERED BY LOCATION AND/OR STATUS.
mutplm-localadmin->PortiaTraining	COUNT OF ITEMS ADDED IN THE LAST X MONTHS (CLONE)	COUNT OF ITEMS BY ADDED IN THE LAST X MONTHS. DISPLAY OF LIBRARY, CIRC MODIFIER AND COUNT.
mutplm-localadmin->PortiaTraining	COUNT OF ITEMS CREATED BETWEEN SPECIFIED DATES (CLONE)	GIVEN 2 DATES AND A LIST OF LIBRARIES, COUNTS BY CIRC MODIFIER ARE RETURNED FOR ITEMS CREATED
mutplm-localadmin->PortiaTraining	COUNT OF ITEMS DELETED BETWEEN DATES BY CIRCULATION MODIFIER (CLONE)	COUNT OF ITEMS DELETED MONTHLY BETWEEN DATES. CAN BE USED FOR COUNT OF DISCARDS PER MONTH, ETC.
mutplm-localadmin->PortiaTraining	COUNT OF ITEMS DELETED FROM LOCATIONS BETWEEN DATES (CLONE)	COUNT OF ITEMS DELETED MONTHLY BETWEEN DATES. CAN BE USED FOR COUNT OF DISCARDS PER MONTH, ETC.
mutplm-localadmin->PortiaTraining	MATERIAL LIST (REV3 5/12/09) (CLONE)	MATERIAL LIST WITH AUTHOR, TITLE, BARCODE, CREATION DATE, CALL NUMBER, STATUS, CIRC MOD, AND USAGE. CAN BE FILTERED BY LOCATION AND/OR STATUS.
ncplc-localadmin->Training Jennifer	BOOKS BY AN AUTHOR AT LIBRARY	USER INPUT IS AUTHOR NAME AND LIBRARY OUTPUT IS AUTHOR, TITLE AND LIBRARY ORG_UNIT
ncplc-localadmin->Training Jennifer	BOOKS BY AN AUTHOR AT LIBRARY (VERSION 2)	USER INPUT IS AUTHOR NAME AND LIBRARY OUTPUT IS AUTHOR, TITLE AND LIBRARY ORG_UNIT
owplo-globaladmin->OdonShared->Items	HOLDINGS	COUNT OF ITEMS AT SELECTED LIBRARY BY CIRC MOD
owplo-globaladmin->OdonShared->Items	ITEM COUNT BY LIBRARY, CIRC MOD, AND LOCATION	COUNT OF TOTAL ITEMS (NOT DELETED) AT SELECTED LIBRARY BROKEN DOWN BY CIRC MOD AND SHELVING LOCATIONS
owplo-globaladmin->OdonShared->Items	ITEMS ADDED (1/9/09 REV)	LISTS ITEMS ADDED BETWEEN DATES SPECIFIED BY USER (YYYY-MM-DD FORMAT) WITH CALL NUMBER, TITLE, AUTHOR, BARCODE, AND CREATE DATE.
owplo-globaladmin->OdonShared->Items	LOST MATERIALS W/BORROWER & DUE DATE (4/21/10 REV2)	LIST OF "LOST" MATERIAL AT SELECTED LIBRARY WITH BORROWER INFORMATION; CAN BE FILTERED BY DUE DATE
owplo-globaladmin->OdonShared->Items	MATERIAL LIST (REV3 5/12/09)	MATERIAL LIST WITH AUTHOR, TITLE, BARCODE, CREATION DATE, CALL NUMBER, STATUS, CIRC MOD, AND USAGE. CAN BE FILTERED BY LOCATION AND/OR STATUS.
owplo-globaladmin->OdonShared->Items	MATERIAL LIST WITH CIRC COUNT AND TCN	MATERIAL LIST (NOT DELETED) WITH EXTRA BIB DATA. MAY BE FILTERED BY SHELF LOCATION
owplo-globaladmin->OdonShared->Items	NUMBER OF ITEMS (COUNT) BY SHELVING LOCATION	TOTAL ITEM COUNT BY SHELVING LOCATION.
owplo-globaladmin->OdonShared->Older (replaced) templates	MATERIAL LIST (3/20/09 REV1)	MATERIAL LIST WITH AUTHOR, TITLE, BARCODE, CREATION DATE, CALL NUMBER, STATUS, AND USAGE. CAN BE FILTERED BY LOCATION AND/OR STATUS.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
owplo-globaladmin->OdonShared->Older (replaced) templates	MATERIAL LIST (REV2 3/24/09)	MATERIAL LIST WITH AUTHOR, TITLE, BARCODE, CREATION DATE, CALL NUMBER, STATUS, CIRC MOD, AND USAGE. CAN BE FILTERED BY LOCATION AND/OR STATUS. "CIRCULATION MODIFIER" IS ADDED TO THIS REVISION.
plfd-admin->Useful Reports	HOLDINGS BY SHELVING LOCATION AND CIRC MODIFIER	COUNT OF ITEMS AT SELECTED LIBRARY BY CIRC MOD
ptplp-localadmin->Brenda	AUDIO ITEMS (CLONE)1	LIST OF TITLES AND ITEMS BY SHELVING LOCATION, OWNING LIBRARY AND CALL NUMBER RANGE.
ptplp-localadmin->Brenda	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS WITH STATUS AS FIRST FIELD MARK II (CLONE)ACD10A (CLONE)	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. DISPLAY IS STATUS,TITLE, AUTHOR, BARCODE, CALL NUMBER, CIRCULATION MOD, SHELF LOCATION AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
ptplp-localadmin->Brenda	YM ITEMS	LIST OF TITLES AND ITEMS BY SHELVING LOCATION, OWNING LIBRARY AND CALL NUMBER RANGE.
ptplp-localadmin->Brenda	YM LISTING	LIST OF TITLES AND ITEMS BY SHELVING LOCATION, OWNING LIBRARY AND CALL NUMBER RANGE.
ptplp-localadmin->Princeton Circ. Reports	AUDIO ITEMS	LIST OF TITLES AND ITEMS BY SHELVING LOCATION, OWNING LIBRARY AND CALL NUMBER RANGE.
ptplp-localadmin->Princeton Circ. Reports	TOTAL ITEMS COUNT BY LIBRARY (CLONE)A	COUNT OF TOTAL ITEMS AT SELECTED LIBRARY BROKEN DOWN BY CIRC MOD AND SHELVING LOCATIONS
pvplp-localadmin->Crystal	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS WITH STATUS AS FIRST FIELD MARK II (CLONE)	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. DISPLAY IS STATUS,TITLE, AUTHOR, BARCODE, CALL NUMBER, CIRCULATION MOD, SHELF LOCATION AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
reflibr->gwplg-reflib	USAGE REPORT FILTERED BY SHELVING LOCATION 7/20/10SJ (CLONE)	DISPLAYED FIELDS INCLUDE SHELVING LOCATION, CALL#, BARCODE, TITLE, AUTHOR, PUB YR, CREATION DATE, LAST CHECKOUT, TOTAL CIRC, AND COPY STATUS.
reflibr->gwplg-reflib	USAGE REPORT FILTERED BY SHELVING LOCATION AND CALL# 7/20/10SJ (CLONE)	DISPLAYED FIELDS INCLUDE SHELVING LOCATION, CALL#, BARCODE, TITLE, AUTHOR, PUB YR, CREATION DATE, LAST CHECKOUT, TOTAL CIRC, AND COPY STATUS.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
reflibr->Usage Reports	USAGE REPORT FILTERED BY SHELVING LOCATION 7/20/10SJ	DISPLAYED FIELDS INCLUDE SHELVING LOCATION, CALL#, BARCODE, TITLE, AUTHOR, PUB YR, CREATION DATE, LAST CHECKOUT, TOTAL CIRC, AND COPY STATUS.
reflibr->Usage Reports	USAGE REPORT FILTERED BY SHELVING LOCATION AND CALL# 7/20/10SJ	DISPLAYED FIELDS INCLUDE SHELVING LOCATION, CALL#, BARCODE, TITLE, AUTHOR, PUB YR, CREATION DATE, LAST CHECKOUT, TOTAL CIRC, AND COPY STATUS.
reflibr->Usage Reports	USAGE REPORT FILTERED BY SHELVING LOCATION, CALL# AND LAST CHECKOUT DATE WITHOUT DELETED ITEMS 5/2013	DISPLAYED FIELDS INCLUDE SHELVING LOCATION, CALL#, BARCODE, TITLE, AUTHOR, PUB YR, CREATION DATE, LAST CHECKOUT, TOTAL CIRC, AND COPY STATUS.
refrasur->UCPL_rfrasur	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER, LOCATIONS, CIRC TOTALS, AND PUBLICATION YEAR	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
refrasur->UCPL_rfrasur	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER, LOCATIONS, CIRC TOTALS, AND PUBLICATION YEAR - FIXED	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
refrasur->UCPL_rfrasur	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS 2/2011 (CLONE) WITH CIRCULATION TOTALS	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. INCLUDES LOAN DURATION. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
refrasur->UCPL_rfrasur	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS 3/18/2010	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
rftplr-localadmin->Circulation->Rachel-circ	LOST ITEMS	REPORT OF ITEMS MARKED LOST.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
rplr-localadmin->Rpl	AUDITS - LIST OF NEW ITEMS WITH PRICES, FILTERED BY OWNING LIBRARY AND CREATION DATE RANGE. (CLONE)	FILTERS: OWNING LIBRARY (IN LIST), CREATION DATE (BETWEEN). DISPLAY: OWNING LIBRARY, ITEM BARCODE, PRICE
rplr-localadmin->Rpl	LISTING OF ITEMS ADDED BETWEEN CHOSEN DATE (CLONE)	LISTING OF ITEMS BY ADDED BETWEEN TWO CHOSEN DATES. DISPLAY OF LIBRARY, CIRC MODIFIER, AUTHOR, TITLE, CALL NUMBER, BARCODE, CREATION DATE.
rplr-localadmin->rplr-localadmin	AUDITS - LIST OF NEW ITEMS WITH PRICES, FILTERED BY OWNING LIBRARY AND CREATION DATE RANGE. (CLONE) (CLONE)	FILTERS: OWNING LIBRARY (IN LIST), CREATION DATE (BETWEEN). DISPLAY: OWNING LIBRARY, ITEM BARCODE, PRICE
rplr-localadmin->rplr-localadmin	AUDITS - LIST OF NEW ITEMS WITH PRICES, FILTERED BY OWNING LIBRARY AND CREATION DATE RANGE. NEW	FILTERS: OWNING LIBRARY (IN LIST), CREATION DATE (BETWEEN). DISPLAY: OWNING LIBRARY, ITEM BARCODE, PRICE
rweiland->Rich APLS	ITEMS BY COPY STATUS AND LOCATION	LISTING OF ALL ITEMS BY COPY STATUS WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
rweiland->Rich APLS	LIST ITEMS BY CIRCULATION MODIFIER (REQUEST) (CLONE)	LISTS THE TITLE, BARCODE, CALL NUMBER, CIRC MODIFIER, AND SHELVING LOCATION FOR ALL ITEMS WITH THE SPECIFIED CIRC MODIFIER.
rweiland->Rich APLS	MATERIAL LIST (REV3 5/12/09) (CLONED FROM ROSE)	MATERIAL LIST WITH AUTHOR, TITLE, BARCODE, CREATION DATE, CALL NUMBER, STATUS, CIRC MOD, AND USAGE. CAN BE FILTERED BY LOCATION AND/OR STATUS.
sborger->Shauna templates	SIMPLE ESTIMATED COLLECTION VALUE BY LIBRARY WITH DATE	TOTAL OF THE ITEM PRICES FOR SPECIFIED LIBRARIES. STATUSES TO BE INCLUDED (CHECKED OUT, AVAILABLE, ETC.) ARE ADDED WHEN SCHEDULED. DELETED ITEMS ARE ALWAYS IGNORED.
ucpl-globaladmin->UCPL templates	ITEMS BY CIRC MODIFIER	ITEMS IN CATALOG WITH LIST TO FILTER BY CIRC MODIFIER
wgtplw-localadmin->Monthly reports-Jeanne	MATERIAL LIST (RUN MONTHLY FOR LOST ITEMS)	MATERIAL LIST WITH AUTHOR, TITLE, BARCODE, CREATION DATE, CALL NUMBER, STATUS, AND USAGE. CAN BE FILTERED BY LOCATION AND/OR STATUS.
wknapp->Wendy	ITEM USAGE COUNT BY BARCODE (CLONE)(CLONE)	COUNT OF CHECKOUTS FOR A USER SUPPLIED BARCODE.
wknapp->Wendy	ITEM USAGE COUNT BY BARCODE (CLONE)(CLONE) (CLONE)	COUNT OF CHECKOUTS FOR A USER SUPPLIED BARCODE.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
wknapp->Wendy	LIST ITEMS INCLUDING BARCODE, WITH NO CIRC MODIFIER SET, FILTERING BY OWNING LIBRARY AND SHELVING LOCATION	RUN ITEMS-->TOTAL ITEMS COUNT BY LIBRARY TO GET THE LOCATIONS AT A LIBRARY WITH EMPTY CIRC MODIFIERS, THEN RUN THIS.
wknapp->Wendy	LIST OF ITEMS BY CIRC MODIFIFER AND LOCATIONS MINIMAL INFORMATION	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION. ONLY LISTS BARCODE AND CALL NUMBER AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
wknapp->Wendy	LIST OF ITEMS BY COPY STATUS AND LOCATIONS	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
wknapp->Wendy	LIST OF ITEMS BY COPY STATUS AND LOCATIONS - FILTER DELETED BY DATE	LISTING OF ALL ITEMS BY COPY STATUS WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
wknapp->Wendy	LIST OF ITEMS BY COPY STATUS AND LOCATIONS - FILTER DELETED BY DATE (CLONE)	LISTING OF ALL ITEMS BY COPY STATUS WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
wknapp->Wendy	LIST OF ITEMS BY COPY STATUS AND LOCATIONS WHERE COPY STATUS WAS SET WITHIN A DATE RANGE	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER OWING LIBRARY, DATE RANGE AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
wknapp->Wendy	LIST OF ITEMS BY COPY STATUS AND LOCATIONS WITH A SPECIFIC STRING IN DATE 1 FIXED FIELD-FILTER DELETED BY DATE	LISTING OF ALL ITEMS BY COPY STATUS WITH FILTER ON COPY LOCATION AND STATUS - USE MATCHING SUBSTRING AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
wknapp->Wendy	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER, LOCATIONS	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND CIRC MODIFIER. DISPLAY IS STATUS,TITLE, AUTHOR, BARCODE, CALL NUMBER, CIRCULATION MOD, SHELF LOCATION
wknapp->Wendy	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER, LOCATIONS V2	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND CIRC MODIFIER. DISPLAY IS STATUS,TITLE, AUTHOR, BARCODE, CALL NUMBER, CIRCULATION MOD, SHELF LOCATION
wknapp->Wendy	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS NOT INCLUDING DELETED ITEMS	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. FILTER OUT DELETED ITEMS AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
wknapp->Wendy	LIST OF ITEMS BY COPY STATUS, CIRC MODIFIER AND LOCATIONS WITH STATUS AS FIRST FIELD MARK II (CLONE)	LISTING OF ALL ITEMS BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. DISPLAY IS STATUS,TITLE, AUTHOR, BARCODE, CALL NUMBER, CIRCULATION MOD, SHELF LOCATION AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
wknapp->Wendy	LIST OF ITEMS BY ISSN AND OWNING LIBRARY	LISTING OF ALL ITEMS WITH A GIVEN ISSN BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE

Path to Template	Name	Description
wknapp->Wendy	LIST OF ITEMS BY ISSN AND OWNING LIBRARY (CLONE)	LISTING OF ALL ITEMS WITH A GIVEN ISSN BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
wknapp->Wendy	LIST OF ITEMS BY TCN AND OWNING LIBRARY	LISTING OF ALL ITEMS WITH A GIVEN TCN BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
wknapp->Wendy	LIST OF ITEMS BY TCN AND OWNING LIBRARY GETTING RID OF DELETED ITEMS	LISTING OF ALL ITEMS WITH A GIVEN TCN BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
wknapp->Wendy	LIST OF ITEMS BY TCN AND OWNING LIBRARY ONLY DELETED ITEMS	LISTING OF ALL ITEMS WITH A GIVEN TCN BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
wknapp->Wendy	LIST OF ITEMS BY TCN AND OWNING LIBRARY ONLY DELETED ITEMS USING FALSE (CLONE)	LISTING OF ALL ITEMS WITH A GIVEN TCN BY COPY STATUS, CIRC MODIFIER AND COPY LOCATION; WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
wknapp->Wendy	LIST OF ITEMS LOANED BY RECEIVING LIBRARY & DATE RANGE	DISPLAYS SENDING LIBRARY, SEND MONTH AND YEAR AND TITLES OF ITEMS TRANSITED. FILTERED BY DESTINATION LIBRARY AND SEND DATE RANGE.
wknapp->Wendy	LIST TITLES BY PHYSICAL FORMAT/ITEM TYPE	FILTERED BY ITEM TYPE CODE, CIRC MODIFIER AND OWNING LIBRARY. DISPLAYS TITLE, CALL NUMBER, SHELVING LOCATION AND TYPE INFORMATION. SORTED BY ITEM TYPE CODE AND SUB-SORTED BY CALL NUMBER.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
wknapp->Wendy	PRICE OF ALL TITLES BY LIBRARY	BREAKS DOWN # OF BIBLIOGRAPHIC/TITLE RECORDS WITH HOLDINGS AT SPECIFIC LIBRARIES. FILTER BY OWNING LIBRARY. INCLUDES ONLY ACTIVE RECORDS THAT HAVE NOT BEEN MARKED AS DELETED.
wknapp->Wendy	TOTAL ITEMS COUNT BY CIRC MODIFIER AND SHELVING LOCATION	COUNT OF TOTAL ITEMS AT SELECTED LIBRARIES BROKEN DOWN BY CIRC MODIFIER AND SHELVING LOCATION
wknapp->Wendy Share	LIST OF ITEMS BY COPY STATUS AND LOCATIONS - FILTER DELETED (CLONE)	LISTING OF ALL ITEMS BY COPY STATUS WITH FILTER ON COPY LOCATION AND STATUS. AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
wknapp->wknapp-ISL Training	ITEMS ADDED BY DATE	LIST OF ITEMS BY ADDED IN THE LAST X DAYS, WEEKS, OR MONTHS. DISPLAY OF LIBRARY, CIRC MODIFIER, AUTHOR AND TITLE.
wknapp->wknapp-ISL Training	MATERIAL LIST (REV3 5/12/09) (CLONE)	MATERIAL LIST WITH AUTHOR, TITLE, BARCODE, CREATION DATE, CALL NUMBER, STATUS, CIRC MOD, AND USAGE. CAN BE FILTERED BY LOCATION AND/OR STATUS.
wknapp->wknapp-ISL Training	RETURNED ITEMS BETWEEN DATES	LISTING OF ITEM TITLES, BARCODES AND CALL NUMBERS ALONG WITH PATRON WHO CLAIMS ITEM WAS RETURNED BETWEEN A GIVEN DATE RANGE.
wknapp->wknapp-ISL Training	RETURNED ITEMS BETWEEN DATES (CLONE)	LISTING OF ITEM TITLES, BARCODES AND CALL NUMBERS ALONG WITH PATRON WHO CLAIMS ITEM WAS RETURNED BETWEEN A GIVEN DATE RANGE.
wwplw-localadmin->wwplw-sandy	AGED CLAIMS RETURNED W/STOP TIME	ALL ITEMS THAT ARE "CLAIMSRETURNED" AND A CHECK IN DATE, TIME OF NULL AND FINE STOP DATE. OUTPUT IS ORG NAME, CALL #, TITLE, BARCODE, SHELVING LOCATION, COPY STATUS, LAST EDITED TIMESTAMP, FIRST AND LAST NAME OF CUSTOMER LAST HOLDING ITEM AND ITEM BARCODE. DELETED IS USED.
wwplw-localadmin->wwplw-sandy	BOOKS BY AN AUTHOR OWNED BY A LIBRARY (V2)	SOURCE- BIBLIOGRAPHIC RECORD, DISPLAY BOOKS BY TITLE & AUTHORAND CALL NUMBER
wwplw-localadmin->wwplw-sandy	COUNT ITEMS BY SHELVING LOCATION 3	DISPLAYS COUNT OF ITEMS BY SHELVING LOCATION. FILTERS OUT DELETED ITEMS. OTHER FILTERS INCLUDE , SHELVING LOCATION AND OWNING LIBRARY.
wwplw-localadmin->wwplw-sandy	ITEMS BY LOCATION AND STATUS FILTERED BY CREATION DATE AND DELETIONS	LISTING OF ALL ITEMS BY STATUS AND LOCATION. USED FOR NEW BOOK LIST. FILTERS BY CREATION DATE AND DELETIONS .

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
wwplw-localadmin->wwplw-sandy	ITEMS BY LOCATION AND STATUS FILTERED BY CREATION DATE AND DELETIONS NEW BOOK REPORT 6	LISTING OF ALL ITEMS BY STATUS AND LOCATION. USED FOR NEW BOOK LIST. FILTERS BY CREATION DATE AND DELETIONS .
wwplw-localadmin->wwplw-sandy	ITEMS BY LOCATION AND STATUS FILTERED BY CREATION DATE AND DELETIONS TEST FOR ITEM STAT CAT	LISTING OF ALL ITEMS BY STATUS AND LOCATION. USED FOR NEW BOOK LIST. FILTERS BY CREATION DATE AND DELETIONS .
wwplw-localadmin->wwplw-sandy	ITEMS IN TRANSIT TO OTHER LIBRARIES BY YEAR WWPL	ITEMS SENT TO OTHER LIBRARIES
wwplw-localadmin->wwplw-sandy	ITEMS WITH A PRICE OF \$0.00 WWPL WITHOUT TITLE	THIS REPORT IS USED TO GENERATE A LISTING OF BARCODES WHICH HAVE A PRICE OF \$0.00. THIS WILL PREVENT THE CONSORTIUM DEFAULT PRICE FROM BEING BILLED FOR THESE ITEMS. AN EMPTY (NULL) VALUE SHOULD BE USED IN LIEU OF A PRICE OF \$0.00.
wwplw-localadmin->wwplw-sandy	LIST OF ITEMS BY COPY STATUS AND LOCATIONS - FILTER DELETED WWPL 2 LOAN DURATION	LISTING OF ALL ITEMS BY COPY STATUS WITH FILTER ON COPY LOCATION AND STATUS WITH DATE CREATED BETWEEN AVAILABLE, BINDERY, CATALOGING, CHECKED OUT, DAMAGED, DISCARD/WEED, ILL, IN PROCESS, IN TRANSIT, LOST, MISSING, ON HOLDS SHELF, ON ORDER, REFERENCE, RESERVES, RESHELVING, TEMPORARILY UNAVAILABLE
wwplw-localadmin->wwplw-sandy	LIST OF ITEMS BY COPY STATUS, LOCATIONS, W/ FILTER DELETED, W/CIRCS TITLE NORMALIZED	LISTING OF ALL ITEMS BY COPY STATUS WITH FILTER ON COPY LOCATION AND STATUS WITH DATE CREATED BETWEEN, WITH TOTAL CIRCULATIONS OF LIST WITH TITLE NORMALIZED. GOOD FOR INVENTORY. 6/2/13
wwplw-localadmin->wwplw-sandy	LIST OF ITEMS BY COPY STATUS, LOCATIONS, W/ FILTER YEAR AND MONTH AND W/CIRCS & SERIES	LISTING OF ALL ITEMS BY COPY STATUS WITH FILTER ON COPY LOCATION AND STATUS WITH LAST EDITED DATE, TOTAL CIRCS AND SERIES. GOOD FOR INVENTORY AND LOST.
wwplw-localadmin->wwplw-sandy	LIST OF ITEMS BY STATUS, LOCATIONS, W/ FILTER BETWEEN YEAR AND MONTH AND W/CIRCS, TILTES NORM 3	LISTING OF ALL ITEMS BY COPY STATUS WITH FILTER ON COPY LOCATION AND STATUS WITH LAST EDITED DATE, WITH TOTAL CIRCULATIONS. BETWEEN DATES. NORMALIZED TITLES. AUTHOR NORMALIZED.
wwplw-localadmin->wwplw-sandy	LOST MATERIALS W/BORROWER & DUE DATE (4/21/10 REV2) 7	LIST OF "LOST" MATERIAL AT SELECTED LIBRARY WITH BORROWER INFORMATION; CAN BE FILTERED BY DUE DATE ADDED OWNING LIBRARY POLICY NAME AND CIRC LIB.
wwplw-localadmin->wwplw-sandy	MATERIAL LIST WITH CIRC COUNT BY SHELVING LOCATION	MATERIAL LIST (NOT DELETED)

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
wwplw-localadmin->wwplw-sandy	MATERIALS USAGE REPORT (WWPL)	LIST ITEMS WITH TOTAL USE COUNT FILTERED BY LIBRARY, CREATION DATE, SHELVING LOCATION AND ON AND BEFORE A SELECTED DATE. THIS IS FOR USE COUNTS CIRCULATED FROM EVERGREEN AND SIRSI.
wwplw-localadmin->wwplw-sandy	TOTAL ITEMS COUNT BY SELECTED LIBRARY WWPL	COUNT OF TOTAL ITEMS AT SELECTED LIBRARY BROKEN DOWN BY CIRC MOD AND SHELVING LOCATIONS

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
Overdues		
adavidson->Alice	ITEMS OVERDUE ON A GIVEN DATE	USED FOR FINDING ITEMS A CERTAIN NUMBER OF DAYS OVERDUE.
admin->EI_Templates->Overdue Notice Templates	ITEMS OVERDUE SINCE BEFORE GIVEN DATE	USED FOR FINDING ITEMS "LONG" OVERDUE.
admin->EI_Templates->Overdue Notice Templates	LONG OVERDUES "BETWEEN" DATES AND CIRCULATING LIBRARY	USED FOR CREATING 28 AND 45 DAY OVERDUE MAIL MERGE
admin->EI_Templates->Overdue Notice Templates	LONG OVERDUES OLDER THAN A PARTICULAR DATE AND CIRCULATING LIBRARY	USED FOR LOOKING AT THE ITEMS THAT WERE DUE BEFORE A CERTAIN DATE. RUN THE FIRST TIME FOR ITEMS 40 DAYS OVERDUE (40 DAYS PRIOR TO TODAY'S DATE), AND RUN DAILY TO DO PREP WORK FOR 45 DAY NOTICES.
admin->EI_Templates->Overdue Notice Templates	RECURRING OVERDUE MANIFEST	A RECURRING REPORT (DAILY, WEEKLY, ETC. - YOU CHOOSE) LISTING ALL OVERDUE ITEMS AT A PARTICULAR LIBRARY WITH RELEVANT PATRON/ITEM INFORMATION.
admin->EI_Templates->Overdue Notice Templates	RECURRING OVERDUE MANIFEST (CLONE)	A RECURRING REPORT (DAILY, WEEKLY, ETC. - YOU CHOOSE) LISTING ALL OVERDUE ITEMS AT A PARTICULAR LIBRARY WITH RELEVANT PATRON/ITEM INFORMATION.
gdcplg-localadmin->gdcplg-localadmin	OVERDUE CALL LIST - PAPER REDUCTION (ONE DAY) (CLONE)	A RECURRING REPORT LISTING ALL OVERDUE ITEMS AT A PARTICULAR LIBRARY WITH RELEVANT PATRON/ITEM INFORMATION. (DAILY, WITH PATRON INFO FIRST)
jycplp-localadmin->Rosie	BOOKMOBILE OVERDUE LIST W/ADDRESS	
jycplp-localadmin->Rosie	BOOKMOBILE OVERDUES -- SPECIFIC TIME FRAME	
lipll-localadmin->Ligonier templates	LONG OVERDUES "BETWEEN" DATES AND CIRCULATING LIBRARY (CLONE)	USED FOR CREATING 28 AND 45 DAY OVERDUE MAIL MERGE
owplo-globaladmin->OdonShared->Circulation	OVERDUES (9/2010)	OVERDUE ITEMS -- FOR RECURRING REPORT USE RELATIVE DATES (E.G. BETWEEN 30 AND 1 DAY OVERDUE). FOR ALL OVERDUES USE EARLY REAL DATE FOR BEGINNING (E.G. BETWEEN 2008-12-31 AND 1 DAY OVERDUE).
owplo-globaladmin->OdonShared->Older (replaced) templates	OVERDUES (12/2/09 REV)	OVERDUE ITEMS -- FOR RECURRING REPORT USE RELATIVE DATES (E.G. BETWEEN 30 AND 1 DAY OVERDUE). FOR LIST OF ALL OVERDUES USE EARLY REAL DATE FOR BEGINNING (E.G. BETWEEN 2008-12-31 AND 1 DAY OVERDUE).
ptplp-localadmin->Brenda	OVERDUES (9/2010) (CLONE) NOV26	OVERDUE ITEMS -- FOR RECURRING REPORT USE RELATIVE DATES (E.G. BETWEEN 30 AND 1 DAY OVERDUE). FOR ALL OVERDUES USE EARLY REAL DATE FOR BEGINNING (E.G. BETWEEN 2008-12-31 AND 1 DAY OVERDUE).

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
rftplr-localadmin->Circulation	OVERDUE LOG (CLONE)-2012	REPORT LISTING ALL OVERDUE ITEMSWITH RELEVANT PATRON/ITEM INFORMATION.
rftplr-localadmin->Circulation	OVERDUE LOG (CLONE)-MARCH 2011	REPORT LISTING ALL OVERDUE ITEMSWITH RELEVANT PATRON/ITEM INFORMATION.
rftplr-localadmin->Circulation->Rachel-circ	OVERDUE LOG (CLONE)	REPORT LISTING ALL OVERDUE ITEMSWITH RELEVANT PATRON/ITEM INFORMATION.
rplr-localadmin->Rpl	ITEMS OVERDUE ON A GIVEN DATE (CAN BE SET UP TO RECUR) (CLONE)	USED FOR FINDING ITEMS OVERDUE ON A PARTICULAR DATE
rplr-localadmin->Rpl	OVERDUE FINES	OVERDUE FINES; AMOUNT, CIRCULATING ITEM, CIRCULATING LIBRARY, PATRON
shohs-localadmin->Shoals	LONG OVERDUES AND LOST ITEMS OLDER THAN A PARTICULAR DATE AND CIRCULATING LIBRARY WITH PRICE	USED FOR LOOKING AT THE ITEMS THAT WERE DUE BEFORE A CERTAIN DATE. RUN THE FIRST TIME FOR ITEMS 15 DAYS OVERDUE, USING THE STATUSES OF LONG OVERDUE, CHECKED OUT, AND LOST. RUN DAILY.
shohs-localadmin->Shoals	RECURRING OVERDUE MANIFEST WITH PRICE OF ITEM	A RECURRING REPORT (DAILY, WEEKLY, ETC. - YOU CHOOSE) LISTING ALL OVERDUE ITEMS AT A PARTICULAR LIBRARY WITH RELEVANT PATRON/ITEM INFORMATION.
ucpl-globaladmin->UCPL templates	ABBREVIATED OVERDUE LIST	USED FOR CREATING 28 AND 45 DAY OVERDUE MAIL MERGE
ucpl-globaladmin->UCPL templates	KAC OVERDUE LIST	LIST FOR LOOKING AT OD MATERIAL
ucpl-globaladmin->UCPL templates	OD LIST	OD LIST
ucpl-globaladmin->UCPL templates	OD LIST TO LOOK FOR MATERIAL ON THE SHELF	LIST FOR LOOKING AT OD MATERIAL
wgtplw-localadmin->Weekly overdues	WEEKLY OVERDUES TEST (CLONE) UPDATE	WEEKLY OVERDUES TEST
wknapp->Wendy	LONG OVERDUES OLDER THAN A PARTICULAR DATE AND CIRCULATING LIBRARY	USED FOR LOOKING AT THE ITEMS THAT WERE DUE BEFORE A CERTAIN DATE. RUN THE FIRST TIME FOR ITEMS 40 DAYS OVERDUE (40 DAYS PRIOR TO TODAY'S DATE), AND RUN DAILY TO DO PREP WORK FOR 45 DAY NOTICES.
wknapp->Wendy	OVERDUES AT ISL 3	
wwplw-localadmin->wwplw-sandy	40 OVERDUES AND CIRCULATING LIBRARY WWPL 3	USED FOR LOOKING AT THE ITEMS THAT WERE DUE 40 DAYS AGO. RUN THE FIRST TIME FOR ITEMS 40 DAYS OVERDUE (40 DAYS PRIOR TO TODAY'S DATE), AND RUN DAILY TO DO PREP WORK FOR 45 DAY NOTICES.
wwplw-localadmin->wwplw-sandy	OVERDUES AND CIRCULATING LIBRARY BETWEEN DATES WWPL 2	USED FOR LOOKING AT THE ITEMS THAT WERE DUE BETWEEN TWO DATES.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
wwplw-localadmin->wwplw-sandy	RECURRING OVERDUE MANIFEST 2	A RECURRING REPORT (DAILY, WEEKLY, ETC. - YOU CHOOSE) LISTING ALL OVERDUE ITEMS AT A PARTICULAR LIBRARY WITH RELEVANT PATRON/ITEM INFORMATION. USING FOR OUTSTANDING WWPL ITEMS CIRCD FROM OTHER LIBRARIES.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
Patrons		
admin->EI_Templates->Customer	AGED CLAIMS RETURNED USING CIRC SOURCE. CORRECTED TO WORK RIGHT HMMPL	THIS REPORT WILL SHOW ALL ITEMS THAT ARE CURRENTLY WITH A FINE STOP REASON OF "CLAIMSRETURNED" AND A CHECK IN DATE AND TIME OF NULL. THE OUTPUT IS ORG NAME, CALL NUMBER, TITLE OF ITEM, ITEM BARCODE, SHELVING LOCATION, COPY STATUS, LAST EDITED TIMESTAMP, FIRST AND LAST NAME OF CUSTOMER LAST HOLDING ITEM AND ITEM BARCODE.
admin->EI_Templates->Customer	COUNT OF NEW LIBRARY CARDS BY PROFILE.	LIST OF NEW CARD PER SPECIFIED DATE RANGE.
admin->EI_Templates->Customer	COUNT OF NEW USERS BY DATE, PERMISSION PROFILE	A COUNT OF NEW USERS REGISTERED WITHIN A GIVEN DATE RANGE. FILTER BY HOME LIBRARY, BETWEEN DATES.
admin->EI_Templates->Customer	COUNT OF PATRONS BY TOWNSHIP STAT CAT	FOR USE ONLY BY FRANKLIN COUNTY PUBLIC LIBRARY ON THE LEGACY USER CAT 2 STATISTICAL CATEGORY. MAY BE USED AS AN EXAMPLE FOR OTHER LIBRARIES WISHING TO REPORT ON STATISTICAL CATEGORIES.
admin->EI_Templates->Customer	EXPIRED PATRONS BY DATE RANGE	PATRON NAME, BARCODE LISTING FOR THOSE WITH EXPIRED DATES
admin->EI_Templates->Customer	INACTIVE PATRONS	PATRON NAME, BARCODE LISTING FOR THOSE WITH "INACTIVE" FLAG SET.
admin->EI_Templates->Customer	LIBRARY EMAIL DISTRIBUTION LIST	CSV FORMAT CAN BE USED FOR IMPORT INTO OUTLOOK, GMAIL, ETC.
admin->EI_Templates->Customer	LIST OF ITEMS CHOSEN BY OWNING LIBRARY, ITEM COPY STATUS, MULTIPLE FINE STOP REASONS	OUTPUT A LIST OF ITEMS CHOSEN BY OWNING LIBRARY, ITEM COPY STATUS, MULTIPLE FINE STOP REASONS. OUTPUT IS LIBRARY NAME, CALL NUMBER, TITLE, ITEM BARCODE, SHELVING LOCATION, STATUS, LAST EDITED DATE, CUSTOMER FIRST AND LAST NAME, CUSTOMER BARCODE. COMMONLY USED FOR CLAIMS RETURNED
admin->EI_Templates->Customer	LIST OF NEW USERS BY DATE, PERMISSION PROFILE	A LIST OF NEW USERS REGISTERED WITHIN A GIVEN DATE RANGE. FILTER BY HOME LIBRARY, BETWEEN DATES.
admin->EI_Templates->Customer	LIST OF USERS WITH INVALID ADDRESSES BY HOME LIBRARY	A LIST OF NAMES, ADDRESSES WHICH ARE MARKED "INVALID" IN THE DATABASE.
admin->EI_Templates->Customer	LIST USERS BY PROFILE GROUP	LIST OF USERS AT SELECTED LIBRARIES, BROKEN DOWN BY PROFILE GROUP, LIBRARY CARD, NAME, ADDRESS AND EXPIRATION DATE.
admin->EI_Templates->Customer	MONTHLY TOTAL CIRC BY PROFILE FOR PROFILE TYPES	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH BY PROFILE BY SHELVING LOCATION
admin->EI_Templates->Customer	MONTHLY TOTAL CIRC BY PROFILE FOR PROFILE TYPES	COUNT OF CIRCULATIONS AT SELECTED LIBRARIES BY MONTH BY PROFILE BY SHELVING LOCATION

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->EI_Templates->Customer	PATRON BARCODE RANGE	LISTING OF ALL BARCODES IN USE BY PATRONS, FILTERED BY LIBRARY
admin->EI_Templates->Customer	PATRON MAILING ADDRESSES	REPORT OF ALL PATRONS WITH NAMES AND MAILING ADDRESSES FOR MAILING LABEL CREATION. FILTER BY "HOME LIBRARY" ORGANIZATIONAL UNIT ID
admin->EI_Templates->Customer	PATRON REQUESTED CHECKOUT HISTORY	REPORT FOR PATRONS WHO REQUEST TO KNOW WHAT THEY HAVE RECENTLY CHECKED OUT FROM THE LIBRARY.
admin->EI_Templates->Customer	PATRON REQUESTED CHECKOUT HISTORY - NO DUPLICATE ROWS	REPORT FOR PATRONS WHO REQUEST TO KNOW WHAT THEY HAVE RECENTLY CHECKED OUT FROM THE LIBRARY. ADDED FIRST VALUE TRANSFORM ON TITLE AND AUTHRO FIELDS TO ENSURE DUPLICATES REMOVED
admin->EI_Templates->Customer	PATRONS WITH GREATER THAN 3 CLAIMS RETURNED ITEMS	A LISTING OF PATRON BARCODES WITH MORE THAN 3 CLAIMED RETURNED ITEMS. FILTER BY HOME LIBRARY.
admin->EI_Templates->Customer	TOTAL USERS BY LIBRARY	COUNT OF USERS AT SELECTED LIBRARIES.
admin->EI_Templates->Monthly Statistics	COUNT OF USERS BY PROFILE, FILTERED BY LIBRARY	COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY
admin->EI_Templates->Monthly Statistics	COUNT OF USERS BY PROFILE, FILTERED BY LIBRARY - FILTER BY AGE RANGE	COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY. FILTERED BY ONLY PATRONS AGED 18 AND OLDER.
admin->EI_Templates->Monthly Statistics	COUNT OF USERS BY PROFILE, FILTERED BY LIBRARY, "REGISTERED ON" DATE	COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY. FILTER OUT PATRONS REGISTERED AFTER A GIVEN DATE.
admin->EI_Templates->Monthly Statistics	COUNT OF USERS BY PROFILE, FILTERED BY LIBRARY, "REGISTERED ON" DATES	COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY. FILTER OUT PATRONS REGISTERED AFTER A GIVEN DATE.
admin->General Report Templates (from Equinox)->Library Patrons	COUNT INACTIVE PATRON ACCOUNTS BY LIBRARY	COUNTS ALL LIBRARY CARDS THAT HAVE BEEN MARKED INACTIVE BY HOME LIBRARY.
admin->General Report Templates (from Equinox)->Library Patrons	COUNT PATRONS ADDED BY DATE RANGE	COUNT BROKEN DOWN BY USERS HOME LIBRARY. FILTER IS BY CREATION DATE RANGE AND HOME LIBRARY.
admin->General Report Templates (from Equinox)->Library Patrons	COUNT PATRONS ADDED BY ZIP CODE & DATE	COUNT BROKEN DOWN BY USERS HOME LIBRARY AND ZIP CODE. FILTER IS BY CREATION DATE RANGE AND HOME LIBRARY.
admin->General Report Templates (from Equinox)->Library Patrons	COUNT PATRONS BY LIBRARY & STATISTICAL CATEGORY	COUNT OF PATRONS IN THE SYSTEM BASED ON A FILTER OF HOME LIBRARY AND STATISTICAL CATEGORY. DISPLAYS STAT CAT VALUES, HOME LIBRARY AND A COUNT OF PATRONS.
admin->General Report Templates (from Equinox)->Library Patrons	COUNT PATRONS BY PERMISSION GROUP	COUNTS BY LIBRARY AND PERMISSION GROUP. FILTERS INCLUDE HOME LIBRARY, PERMISSION GROUP AND RECORD CREATION DATE/TIME.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->General Report Templates (from Equinox)->Library Patrons	COUNT PATRONS BY PERMISSION GROUP (FILTERS DELETED/INACTIVE)	COUNTS BY LIBRARY AND PERMISSION GROUP. FILTERS INCLUDE HOME LIBRARY, PERMISSION GROUP AND RECORD CREATION DATE/TIME. THIS REPORT WILL FILTER OUT PATRONS MARKED INACTIVE OR DELETED.
admin->General Report Templates (from Equinox)->Library Patrons	LIST PATRONS WITH OPEN TRANSACTIONS	DISPLAYS PATRON AND ITEM INFORMATION WITH DUE DATE. FILTER ON PATRONS HOME LIBRARY AND DUE DATE OF ITEMS.
admin->General Report Templates (from Equinox)->Library Patrons	LIST PATRONS WITH OPEN TRANSACTIONS BY PERMISSION GROUP	DISPLAYS PATRON AND ITEM INFORMATION WITH DUE DATE. FILTER ON PATRONS HOME LIBRARY, ITEM DUE DATES AND PATRON PERMISSION GROUP.
admin->General Report Templates (from Equinox)->Library Patrons	LIST PATRONS WITH OUTSTANDING BALANCES	DISPLAYS PATRON INFORMATION WITH TOTAL OF BALANCE OWED. FILTERED BY PATRONS HOME LIBRARY.
admin->General Report Templates (from Equinox)->Library Patrons	LIST PATRONS WITH OUTSTANDING BALANCES BY PERMISSION GROUP	DISPLAYS PATRON INFORMATION WITH TOTAL OF BALANCE OWED. FILTERED BY PATRONS HOME LIBRARY AND PERMISSION GROUP.
admin->General Report Templates (from Equinox)->Library Patrons	PATRON MAILING LIST	DISPLAYS PATRON NAME AND MAILING INFORMATION. FILTERS BY HOME LIBRARY AND ONLY INCLUDES LIBRARY CARDS THAT ARE CURRENTLY ACTIVE IN THE SYSTEM.
admin->Georgia PINES Templates->Fiscal Year End	FY COUNT OF USERS BY LIBRARY	COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY
admin->Georgia PINES Templates->Patrons	COUNT OF USERS ON OR BEFORE CREATION DATE	COUNT OF USERS BY HOME LIBRARY CREATED ON OR BEFORE A GIVEN DATE, BROKEN DOWN BY DEMOGRAPHIC AGE, CITY, AND COUNTY. NOTE: THIS WILL EXCLUDE INACTIVE AND DELETED USERS BY FILTERING THESE AS DELETED = FALSE AND ACTIVE = TRUE.
admin->Georgia PINES Templates->Patrons	CURRENT TOTAL COUNT OF VOTER REG SURVEY RESPONSES	TOTAL COUNT OF VOTER REGISTRATION SURVEY BY RESPONSE. NOTE: USE 1 FOR THE FILTER OF SURVEY ID EQUALS.
admin->Georgia PINES Templates->Patrons	MONTHLY NEW USERS BY COUNTY	COUNT OF NEW USERS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY COUNTY.
admin->Georgia PINES Templates->Patrons	MONTHLY NEW USERS BY DEMOGRAPHIC	COUNT OF NEW USERS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY DEMOGRAPHIC.
admin->Georgia PINES Templates->Patrons	MONTHLY NEW USERS BY PROFILE GROUP	COUNT OF NEW USERS AT SELECTED LIBRARIES BY MONTH, BROKEN DOWN BY PROFILE GROUP.
admin->Georgia PINES Templates->Patrons	SURVEY RESPONSES COUNT BY MONTH	VOTER REGISTRATION SURVEY COUNT BY MONTH. NOTE: USE 1 FOR THE FILTER OF SURVEY ID EQUALS.
admin->Georgia PINES Templates->Patrons	TOTAL USERS BY COUNTY	COUNT OF USERS AT SELECTED LIBRARIES, BROKEN DOWN BY COUNTY.
admin->Georgia PINES Templates->Patrons	TOTAL USERS BY DEMOGRAPHIC	COUNT OF USERS AT SELECTED LIBRARIES, BROKEN DOWN BY DEMOGRAPHIC.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->Georgia PINES Templates->Patrons	TOTAL USERS BY LIBRARY	COUNT OF USERS AT SELECTED LIBRARIES.
admin->Georgia PINES Templates->Patrons	TOTAL USERS BY PROFILE GROUP	COUNT OF USERS AT SELECTED LIBRARIES, BROKEN DOWN BY PROFILE GROUP.
ampla-localadmin->Librarian Stat Report	NEW LIBRARY CARDS	REPORT OF NEW CARDS, BY PATRON PROFILE
ampla-localadmin->Patron Reports	BILLS CURRENTLY OWED BY PATRONS	REPORT OF PATRONS OWING MORE THAN X AMOUNT. DISPLAYS USER HOME LIBRARY, BARCODE, NAME, BALANCED OWED, AND ADDRESS. FILTERED ON USER HOME LIBRARY AND BALANCED OWED (GREATER THAN OR EQUAL TO).
ampla-localadmin->Patron Reports	INACTIVE PATRONS	REPORT LISTING NAMES AND BARCODE NUMBERS OF INACTIVE PATRONS.
ampla-localadmin->Patron Reports	LIST OF ITEMS BY FINES STOPPED REASON	REPORT OF ITEMS FILTERED BY A FINES STOPPED REASON AND DATE. NOTE: YOU MUST ENTER THE FINES STOPPED REASON WITH ALL CAPS AND EXACTLY LIKE THIS - CLAIMSRETURNED, LOST, AND MAXFINES
ampla-localadmin->Patron Reports	OVERDUE LOG	REPORT LISTING ALL OVERDUE ITEMSWITH RELEVANT PATRON/ITEM INFORMATION.
ampla-localadmin->Patron Reports	TOTAL PATRON COUNT	COUNT OF LIBRARY PATRONS.
apl-localadmin->Norma2	CHECKOUT HISTORY (CLONE)	REPORT FOR PATRONS WHO REQUEST TO KNOW WHAT THEY HAVE RECENTLY CHECKED OUT FROM THE LIBRARY.
apl-localadmin->Norma2	COUNT OF NEW LIBRARY CARDS BY PROFILE. (CLONE) (CLONE)	LIST OF NEW PATRONS PER SPECIFIED DATE RANGE.
apl-localadmin->Norma2	COUNT OF USERS BY PROFILE (CLONE) (CLONE)	COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY AND FILTERED BY LIBRARY AND PRIVILEGE EXPIRATION DATE.
apl-localadmin->Norma2	LIBRARY EMAIL DISTRIBUTION LIST (CLONE)	CSV FORMAT CAN BE USED FOR IMPORT INTO OUTLOOK, GMAIL, ETC.
apl-localadmin->Norma2	LIST OF NEW PATRONS BY PROFILE.#6	LIST OF NEW PATRONS PER SPECIFIED DATE RANGE BY HOME LIBRARY AND NAME
apl-localadmin->Norma2	REGISTERED PATRONS ADDED BY DATE RANGE (CLONE)	PATRON NAME, BARCODE LISTING FOR PATRONS BY MONTH
ccplc-localadmin->Circulation Report	TOTAL USERS BY LIBRARY	COUNT OF USERS AT SELECTED LIBRARIES.
esi-admin->ESI-Shared	PATRON OWING ABOVE SPECIFIED AMOUNT BY LIBRARY -- STEVES TESTING FOR MIKE	I'D BE ABLE TO SHOW USER INFORMATION AND THE SHORTNAME OF THEIR HOME LIBRARY
hbplh-localadmin->training	COUNT OF USERS BY PROFILE, FILTERED BY LIBRARY, "REGISTERED ON" DATE (CLONE) REGISTRATION NOV 12 (CLONE)	COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY. FILTER OUT PATRONS REGISTERED AFTER A GIVEN DATE.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
hbplh-localadmin->training	COUNT OF USERS BY PROFILE, FILTERED BY LIBRARY, "REGISTERED ON" DATE (CLONE) REGISTRATION NOV 12 (CLONE) (CLONE)	COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY. FILTER OUT PATRONS REGISTERED AFTER A GIVEN DATE.
hbplh-localadmin->training	COUNT OF USERS BY PROFILE, FILTERED BY LIBRARY, "REGISTERED ON" DATE (CLONE) REGISTRATION NOV 12 (CLONE) (CLONE) (CLONE)	COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY. FILTER OUT PATRONS REGISTERED AFTER A GIVEN DATE.
hbplh-localadmin->training	COUNT OF USERS BY PROFILE, FILTERED BY LIBRARY, "REGISTERED ON" DATE (CLONE) REGISTRATION NOV 12 (CLONE) (CLONE) (CLONE) (CLONE)	COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY. FILTER OUT PATRONS REGISTERED AFTER A GIVEN DATE.
hbplh-localadmin->training	COUNT OF USERS BY PROFILE, FILTERED BY LIBRARY, "REGISTERED ON" DATE (CLONE) REGISTRATION NOV 12 (CLONE) (CLONE) (CLONE) (CLONE) (CLONE)	COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY. FILTER OUT PATRONS REGISTERED AFTER A GIVEN DATE.
hbplh-localadmin->training	COUNT OF USERS BY PROFILE, FILTERED BY LIBRARY, "REGISTERED ON" DATE (CLONE) REGISTRATION NOV 12 (CLONE) (CLONE) (CLONE) (CLONE) (CLONE) (CLONE)	COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY. FILTER OUT PATRONS REGISTERED AFTER A GIVEN DATE.
hbplh-localadmin->training	LIST PATRONS WITH OUTSTANDING BALANCES (CLONE)	DISPLAYS PATRON INFORMATION WITH TOTAL OF BALANCE OWED. FILTERED BY PATRONS HOME LIBRARY.
hjtplh-localadmin->HJTPLH_shared	COUNT OF NEW LIBRARY CARDS BY PROFILE.	LIST OF NEW CARD PER SPECIFIED DATE RANGE.
hjtplh-localadmin->HJTPLH_shared	COUNT OF USERS BY PROFILE (CLONE)	COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY AND FILTERED BY LIBRARY AND PRIVILEGE EXPIRATION DATE.
hjtplh-localadmin->HJTPLH_shared	COUNT OF USERS BY PROFILE, FILTERED BY LIBRARY	COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY
hjtplh-localadmin->HJTPLH_shared	COUNT OF USERS BY PROFILE, FILTERED BY LIBRARY	COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY
hm-globaladmin->Shared HMMPL	MAILING LIST FOR PATRONS OWING BETWEEN TWO AMOUNTS BY PROFILE #2	NAMES, ADDRESSES, AND BARCODES FOR PATRONS OWING SOMETHING BETWEEN THE TWO SPECIFIED AMOUNTS. CAN BE USED TO CREATE A MAIL-MERGED LETTER IF DESIRED.
isl-jasonb->Shared Templates->Bills	PATRONS WITH NEGATIVE BALANCES	LAST NAME, FIRST NAME, BARCODE, AND BALANCE OF PATRONS WITH NEGATIVE BALANCES.
isl-jasonb->Shared Templates->Circulation	CHECKOUT HISTORY	REPORT FOR PATRONS WHO REQUEST TO KNOW WHAT THEY HAVE RECENTLY CHECKED OUT FROM THE LIBRARY.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
isl-jasonb->Shared Templates->Patrons	COUNT OF PATRONS BY BIRTH YEAR	LIBRARY NAME, AGE, AND COUNT FOR PATRONS IN SPECIFIED PROFILES.
isl-jasonb->Shared Templates->Patrons	COUNT OF PATRONS BY PROFILE	LIBRARY, PROFILE, AND PATRON COUNT. DOES NOT INCLUDE DELETED OR INACTIVE PATRONS.
isl-jasonb->Shared Templates->Patrons	COUNT OF PATRONS OPENING CIRCULATIONS BETWEEN DATES	LIBRARY AND COUNT OF PATRONS OPENING CIRCS BETWEEN SPECIFIED DATES.
isl-jasonb->Shared Templates->Patrons	COUNT OF PATRONS REGISTERED BETWEEN DATES	A SIMPLE COUNT OF PATRONS REGISTERED AT EACH LIBRARY BETWEEN THE SPECIFIED DATES GROUPED BY PROFILE.
isl-jasonb->Shared Templates->Patrons	COUNT OF PATRONS WITH SELECTED STATISTICAL CATEGORIES	A REALLY GENERIC REPORT. CHOOSE PATRON HOME LIBRARY, STATISTICAL CATEGORY, GET BACK CATEGORY NAME, ENTRY, AND PATRON COUNT.
isl-jasonb->Shared Templates->Patrons	LIST CONTACT DETAILS FOR PATRON OWING BETWEEN AMOUNTS	NAME, BARCODE, PHONE, EMAIL, AND ADDRESS OF PATRONS WHO OWE A TOTAL BETWEEN THE AMOUNTS SPECIFIED. CHOOSE TODAY'S DATE FOR EXPIRATION DATE TO ONLY INCLUDE CURRENT PATRONS. TO DISPLAY ALL PATRONS, SET EXPIRATION DATE TO SOMETHING ABSURD LIKE 1900-01-01, OR CLONE THE REPORT AND REMOVE THAT FILTER FIELD.
isl-jasonb->Shared Templates->Patrons	LIST PATRONS BORN BETWEEN YEARS	LIST OF PATRON NAMES, BARCODES, AND MAILING ADDRESSES FOR ACTIVE ACCOUNTS BORN BETWEEN SPECIFIED YEARS.
isl-jasonb->Shared Templates->Patrons	LIST PATRONS BORN BETWEEN YEARS OWING AT LEAST SPECIFIED AMOUNT	LIST OF PATRON NAMES, BARCODES, MAILING ADDRESSES, AND BALANCE OWED FOR ACTIVE PATRONS BORN BETWEEN SPECIFIED YEARS. NOTE: THE OLDEST YEAR HAS TO BE ENTERED FIRST, THEN THE MORE RECENT YEAR. IF THEY ARE REVERSED NO RESULTS COME BACK.
isl-jasonb->Shared Templates->Patrons	LIST PATRONS BY CITY	LISTS THE PHYSICAL ADDRESS, NAME, AND BARCODE OF LIBRARY PATRONS MATCHING THE SPECIFIED CITY. NOTE: THE CITY NAME MUST BE ENTERED IN ALL CAPS WHEN SCHEDULING THE REPORT, OR IT WILL NOT MATCH ANYTHING!
isl-jasonb->Shared Templates->Patrons	LIST PATRONS OWING OVER AMOUNT	LIBRARY, LAST NAME, FIRST NAME, BARCODE, AND BALANCED OWED.
isl-jasonb->Shared Templates->Patrons	LIST PATRONS WITH ALERT MESSAGES	LISTS THE LAST NAME, FIRST NAME, BARCODE AND ALERT FOR PATRONS WITH ALERT MESSAGES.
isl-jasonb->Shared Templates->Patrons	LIST PATRONS WITH NON-ZERO BALANCES AND MATCHING BILLING NOTES	LIBRARY, LAST AND FIRST NAMES, BARCODE, AND BALANCE OWED. FILTERED BY PATRON HOME LIBRARY AND MATCHING LAST BILLING NOTE.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
isl-jasonb->Shared Templates->Patrons	LIST PATRONS WITH NOTES	LISTS THE LAST NAME, FIRST NAME, BARCODE AND NOTES FOR PATRONS WITH NOTES. NOTE THAT MULTIPLE NOTES WILL RESULT IN MULTIPLE LINES FOR THE SAME PATRON.
isl-jasonb->Shared Templates->Patrons	MAILING LIST FOR PATRONS OWING BETWEEN TWO AMOUNTS BY PROFILE	NAMES, ADDRESSES, AND BARCODES FOR PATRONS OWING SOMETHING BETWEEN THE TWO SPECIFIED AMOUNTS. CAN BE USED TO CREATE A MAIL-MERGED LETTER IF DESIRED.
isl-jasonb->Shared Templates->Patrons	PATRON EMAIL LIST	LIST OF EMAILS FOR ALL PATRONS THAT ARE FROM THE SELECTED LIBRARY, ACTIVE, NOT EXPIRED, AND NOT DELETED. SET PRIVILEGE EXPIRATION DATE TO THE CURRENT DATE OR IN THE FUTURE TO SELECT ONLY PATRON WHO ARE NOT EXPIRED.
isl-jasonb->Shared Templates->Patrons	PATRON INFORMATION FOR STATISTICAL CATEGORY	PATRON BARCODE AND ADDRESS FOR MATCHING LIBRARIES AND STATISTICAL CATEGORIES.
isl-jasonb->Shared Templates->Patrons	PATRONS EXPIRED SINCE DATE BY LIBRARY	PATRONS WHO HAVE BEEN EXPIRED SINCE THE DATE SPECIFIED. LIBRARY NAME, DATE EXPIRED, LAST NAME, FIRST NAME, AND BARCODE ARE DISPLAYED.
isl-jasonb->Shared Templates->Patrons	PATRONS EXPIRED SINCE DATE BY LIBRARY WITH 0.00 OWED	PATRONS WHO HAVE BEEN EXPIRED SINCE THE DATE SPECIFIED, OWING NOTHING. THESE PATRONS MAY BE MARKED INACTIVE, AND EVENTUALLY PURGED FROM THE SYSTEM.
isl-jasonb->Shared Templates->Patrons	TOTAL AMOUNT OWED BY PROFILE	TOTAL AMOUNT OWED BY PATRONS (INCLUDING DELETED AND INACTIVE) BY LIBRARY AND PROFILE
jmcqueen->Monthly Reports	ADULTS W/ LIMITED ACCESS	PATRONS LISTED AS LIMITED ACCESS BY AGE.
jmcqueen->Monthly Reports	ADULTS W/ LIMITED ACCESS (ACTIVE ONLY)	PATRONS LISTED AS LIMITED ACCESS BY AGE.
jmcqueen->Monthly Reports	ADULTS W/ LIMITED ACCESS (ACTIVE ONLY) (NO NOTE)	PATRONS LISTED AS LIMITED ACCESS BY AGE.
jmcqueen->Monthly Reports	NEW PATRONS	COUNT OF NEW PATRONS PER BRANCH, PER MONTH. HOME LIBRARY SHORT POLICY NAMES ENTERED AS FILTER.
jmcqueen->Monthly Reports	PATRONS WITH GREATER THAN 3 CLAIMS RETURNED ITEMS	A LISTING OF PATRON BARCODES WITH MORE THAN 3 CLAIMED RETURNED ITEMS. FILTER BY HOME LIBRARY.
jmcqueen->Patron Reports	PATRON ACCOUNTS WITH ALERTS	
jmcqueen->Patron Reports	PATRON ACCOUNTS WITH NOTES	
jycplp-localadmin->Rosie	CUSTOMERS, BY PROFILE, FILTERED BY LIBRARY	TOTAL COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY
jycplp-localadmin->Rosie	PATRON LIST BY PROFILE	PATRON LIST WITH ADDRESSES (INCLUDING EMAIL), PHONE, EXPIRATION DATE, PROFILE, AND STATISTICAL CATEGORY. CAN BE LIMITED BY PROFILE GROUP.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
jycplp-localadmin->Rosie	PATRONS.EXPIRED REGISTRATIONS BY DATE RANGE	PATRON NAME, BARCODE LISTING FOR THOSE WITH EXPIRED DATES
jycplp-localadmin->Rosie	PATRONS.EXPIRED REGISTRATIONS BY DATE RANGE.BALANCE OWED	PATRON NAME, BARCODE LISTING FOR THOSE WITH EXPIRED DATES
jycplp-localadmin->Rosie	PATRONS.OUTSTANDING BALANCES	DISPLAYS PATRON INFORMATION WITH TOTAL OF BALANCE OWED. FILTERED BY PATRONS HOME LIBRARY.
jycplp-localadmin->Rosie	PATRONS.TOTAL COUNT BY PROFILE	TOTAL COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY
jycplp-localadmin->Rosie	PAYMENTS BY DATE, TYPE AND AMOUNT WITH PATRON'S BARCODE	LIST OF PAYMENTS BY TYPE AND AMOUNT. FILTERED BY LIBRARY WHO CREATED PAYMENT. PAYMENT TYPES ARE: CASH_PAYMENT, CHECK_PAYMENT, CREDIT_CARD_PAYMENT, FORGIVE_PAYMENT, GOODS_PAYMENT, WORK_PAYMENT
lipll-localadmin->Ligonier templates	COUNT OF PATRONS BY TOWNSHIP STAT CAT (CLONE)	FOR USE ONLY BY FRANKLIN COUNTY PUBLIC LIBRARY ON THE LEGACY USER CAT 2 STATISTICAL CATEGORY. MAY BE USED AS AN EXAMPLE FOR OTHER LIBRARIES WISHING TO REPORT ON STATISTICAL CATEGORIES.
lipll-localadmin->Ligonier templates	COUNT PATRONS BY PERMISSION GROUP (FILTERS DELETED/INACTIVE) (CLONE)	COUNTS BY LIBRARY AND PERMISSION GROUP. FILTERS INCLUDE HOME LIBRARY, PERMISSION GROUP AND RECORD CREATION DATE/TIME. THIS REPORT WILL FILTER OUT PATRONS MARKED INACTIVE OR DELETED.
lipll-localadmin->Ligonier templates	PATRONS BY TOWNSHIP STATISTICAL CATEGORY (CLONE)	CUSTOM REPORT FOR BUTLER PUBLIC LIBRARY. LISTS NAMES BY TOWNSHIP
lipll-localadmin->Ligonier templates	PATRONS BY TOWNSHIP STATISTICAL CATEGORY FOR WEST LEBANON (CLONE)	CUSTOM REPORT FOR WEST LEBANON PUBLIC LIBRARY. LISTS NAMES BY TOWNSHIP, LISTS RECORD CREATION DATE
lipll-localadmin->Ligonier templates	TOTAL COUNT OF USERS BY PROFILE, FILTERED BY LIBRARY (CLONE) (CLONE)	TOTAL COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY
ltpll-localadmin->Derrick	INACTIVE PATRONS (CLONE) (CLONE) (CLONE)	PATRON NAME, BARCODE LISTING FOR THOSE WITH "INACTIVE" FLAG SET.
ltpll-localadmin->Derrick	LIBRARY EMAIL DISTRIBUTION LIST, INCLUDING PATRON TYPE	CSV FORMAT CAN BE USED FOR IMPORT INTO OUTLOOK, GMAIL, ETC.
ltpll-localadmin->Derrick	LIST PATRONS GREATER THAN OR EQUAL TO A CERTAIN AGE	INCLUDES: LIBRARY, LAST NAME, FIRST NAME, BARCODE, GROUP NAME, STREET 1, STREET 2, CITY, STATE, ZIP, AND DOB. FILTERS ON: HOME LIBRARY (IN LIST), AGE (GREATER THAN OR EQUAL TO), IS ACTIVE, IS NOT DELETED, AND GROUP ID (IN LIST).
ltpll-localadmin->Derrick	PATRONS WITH ALERTS	PATRON NAME, BARCODE LISTING FOR THOSE WITH ALERT MESSAGES.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
ltpll-localadmin->Derrick->Testing	LIBRARY PURGING REPORT	DISPLAYS PATRON AND ITEM INFORMATION WITH DUE DATE. FILTER ON PATRONS HOME LIBRARY AND DUE DATE OF ITEMS.
memaurer_ISL->memaurer	INACTIVE PATRONS (CLONE)	PATRON NAME, BARCODE LISTING FOR THOSE WITH "INACTIVE" FLAG SET.
memaurer_ISL->memaurer	PATRON MAILING ADDRESSES (CLONE)	REPORT OF ALL PATRONS WITH NAMES AND MAILING ADDRESSES FOR MAILING LABEL CREATION. FILTER BY "HOME LIBRARY" ORGANIZATIONAL UNIT ID
owplo-globaladmin->OdonShared->Patrons	EMAIL ADDRESS LOOKUP (3/23/09 REV)	TRACES EMAIL ADDRESS BACK TO PATRON NAME/BARCODE. USEFUL WHEN BOUNCED EMAIL NOTICES GIVE ONLY FAULTY EMAIL ADDRESS. SHOWS BOTH ACTIVE (1) AND INACTIVE (0) PATRON ACCOUNTS.
owplo-globaladmin->OdonShared->Patrons	NEW PATRON COUNT (6/9/09)	COUNT OF NEWLY REGISTERED PATRONS BY GROUP PROFILE/STATISTICAL CATEGORY. USE MONTH FOR PIVOT COLUMN FOR TABLE OF MULTIPLE MONTHS. CAN BE FILTERED BY GROUP PROFILE.
owplo-globaladmin->OdonShared->Patrons	NEW PATRON LIST	LIST OF NEW PATRONS ADDED AFTER CHOSEN DATE WITH GROUP PROFILE.
owplo-globaladmin->OdonShared->Patrons	PATRON COUNT BY BIRTH YEAR	COUNT OF PATRONS BORN IN EACH OF A RANGE OF YEARS. USEFUL FOR COUNTING "SENIORS" OR TEENS
owplo-globaladmin->OdonShared->Patrons	PATRON COUNT BY STAT CATEGORY (5/15/09 REV2)	NUMBER OF ACTIVE PATRONS BY EACH LOCAL STAT CATEGORY. DOES NOT INCLUDE PATRONS FOR WHOM NO STAT CAT HAS BEEN ASSIGNED.
owplo-globaladmin->OdonShared->Patrons	PATRON COUNT BY TYPE	NUMBER OF ACTIVE PATRONS BY EACH LOCAL PERMISSION GROUP. CHOOSE APPLICABLE GROUPS FROM LIST.
owplo-globaladmin->OdonShared->Patrons	PATRON COUNT PER PROFILE (5/8/09 REV 1)	COUNT OF ACTIVE PATRONS FOR EACH PROFILE GROUP
owplo-globaladmin->OdonShared->Patrons	PATRON LIST (REV8 3/27/09)	ACTIVE PATRON LIST WITH ADDRESSES (INCLUDING EMAIL), PHONE, EXPIRATION DATE, PROFILE, AND STATISTICAL CATEGORY. CAN BE LIMITED BY PROFILE GROUP.
owplo-globaladmin->OdonShared->Patrons	PATRONS IN "ACTIVE" STATUS WITH EXPIRED CARDS	LIST OF PATRONS WITH EXPIRED CARDS WHO HAVE NOT BEEN MARKED INACTIVE -- INCLUDES ADDRESS, EMAIL, PHONE, EXPIRATION DATE, AND PROFILE.
plfd-admin->Useful Reports	REGISTERED PATRON COUNT-- ALL TYPES	COUNT OF REGISTERED PATRONS SELECT FROM LIST
ptplp-localadmin->Brenda	COUNT OF USERS BY PROFILE, FILTERED BY LIBRARY (CLONE) A	COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY
ptplp-localadmin->Brenda	EXPIRED PATRONS BY DATE RANGE (CLONE)	PATRON NAME, BARCODE LISTING FOR THOSE WITH EXPIRED DATES

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
ptplp-localadmin->Brenda	LIBRARY EMAIL DISTRIBUTION LIST (CLONE)C (CLONE)	CSV FORMAT CAN BE USED FOR IMPORT INTO OUTLOOK, GMAIL, ETC.
ptplp-localadmin->Brenda	TOTAL USERS (CLONE) G (CLONE)	COUNT OF USERS AT SELECTED LIBRARIES.
ptplp-localadmin->Brenda	TOTAL USERS BY STATISICAL CAT D	COUNT OF USERS AT SELECTED LIBRARIES.
rweiland->Rich APLS	EMAIL LISTING (CLONE)	PATRON EMAIL
rweiland->Rich APLS	PATRON LIST WITH NO BALANCE, EXPIRED BEFORE 12-31-2010	PATRON NAME, LIBRARY NAME CONTAINS APLS, BC, EXPIRATION DATE BEFORE 12-31-2010, TOTAL OWED = 0
rweiland->Rich APLS	PATRON LIST WITH NO BALANCE, EXPIRED BEFORE 6-1-09	PATRON NAME, LIBRARY NAME CONTAINS APLS, BC, EXPIRATION DATE BEFORE 06-01-2009, TOTAL OWED = 0
sborger->Shauna templates	LIST USERS BY PROFILE GROUP WITH PASSWORD	LIST OF USERS AT SELECTED LIBRARIES, BROKEN DOWN BY PROFILE GROUP, LIBRARY CARD, PASSWORD, NAME, ADDRESS AND EXPIRATION DATE.
sborger->Shauna templates	LIST USERS BY PROFILE GROUP WITH PASSWORD 2	LIST OF USERS AT SELECTED LIBRARIES, BROKEN DOWN BY PROFILE GROUP, LIBRARY CARD, PASSWORD, NAME, ADDRESS AND EXPIRATION DATE.
sborger->Shauna templates	PATRONS BY TOWNSHIP STATISTICAL CATEGORY (UNION CITY PL)	CUSTOM REPORT FOR BUTLER PUBLIC LIBRARY. LISTS NAMES BY TOWNSHIP
wgtplw-localadmin->Monthly reports-Jeanne	COUNT OF NEW LIBRARY CARDS BY PROFILE. (CLONE)	LIST OF NEW PATRONS PER SPECIFIED DATE RANGE.
wgtplw-localadmin->Monthly reports-Jeanne	INACTIVE PATRONS (CLONE)	PATRON NAME, BARCODE LISTING FOR THOSE WITH "INACTIVE" FLAG SET.
wgtplw-localadmin->Monthly reports-Jeanne	PATRON LIST	ACTIVE PATRON LIST WITH ADDRESSES (INCLUDING EMAIL), PHONE, EXPIRATION DATE, PROFILE, AND STATISTICAL CATEGORY. CAN BE LIMITED BY PROFILE GROUP.
wgtplw-localadmin->Monthly reports-Jeanne	PATRONS IN "ACTIVE" STATUS WITH EXPIRED CARDS (CLONE)	LIST OF PATRONS WITH EXPIRED CARDS WHO HAVE NOT BEEN MARKED INACTIVE -- INCLUDES ADDRESS, EMAIL, PHONE, EXPIRATION DATE, AND PROFILE.
wgtplw-localadmin->Monthly reports-Jeanne	TOTAL COUNT OF USERS BY PROFILE, FILTERED BY LIBRARY (CLONE)	TOTAL COUNT OF PATRONS REGISTERED BY USER HOME LIBRARY
wknapp->Wendy	LIST OF PATRONS WITH NO EMAIL ADDRESS	CSV FORMAT CAN BE USED TO DETERMINE WHO HASN'T REGISTERED AN EMAIL ADDRESS WITH THE LIBRARY
wknapp->Wendy	LIST PATRONS WHO HAVE CHECKED OUT IN A DATE RANGE	COUNT BROKEN DOWN BY USERS HOME LIBRARY. FILTER IS BY CHECK OUT DATE RANGE AND HOME LIBRARY.
wknapp->Wendy	LIST PATRONS WHO HAVE CHECKED OUT IN A DATE RANGE BY PERMISSION GROUP	DISPLAYS PATRON AND ITEM INFORMATION WITH DUE DATE. FILTER ON PATRONS HOME LIBRARY, ITEM DUE DATES AND PATRON PERMISSION GROUP.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
wknapp->Wendy	LIST PATRONS WHO HAVE CHECKED OUT IN A DATE RANGE BY PERMISSION GROUP (CLONE)	DISPLAYS PATRON AND ITEM INFORMATION WITH DUE DATE. FILTER ON PATRONS HOME LIBRARY, ITEM DUE DATES AND PATRON PERMISSION GROUP.
wknapp->Wendy	LISTS PLAC PATRONS	REGISTERED PATRONS -- PLAC
wknapp->Wendy	LISTT PATRONS USING LIBRARY BY TRANSACTION DATE RANGE	LISTT BROKEN DOWN BY USERS HOME LIBRARY. FILTER IS BY TRANSACTION DATE RANGE AND HOME LIBRARY.
wknapp->Wendy	PATRON MAILING ADDRESSES IS KENDALLVILLE BUT HOME LIBRARY IS NOT KLPLK OR KLPLL 2	REPORT OF ALL PATRONS WITH BARCODES, NAMES AND MAILING ADDRESSES, PATRON TYPE, AND HOME LIBRARY. FILTER BY NOT "HOME LIBRARY" KLPLK OR KLPLL AND CITY IS LIGONIER - GIVES ADDITIONAL PATRONS. SAVE SPREADSHEET. SORT BY CITY COLUMN. (EXPAND THE SELECTION). DELETE ALL PATRONS WHERE CITY IS NOT LIGONIER.
wknapp->Wendy	PATRONS BY TOWNSHIP STATISTICAL CATEGORY	CUSTOM REPORT FOR FLORA MONROE PUBLIC LIBRARY. LISTS NAMES BY TOWNSHIP INCLUDES RECORD CREATION DATE. EXAMPLE FOR OTHER LIBRARIES
wknapp->Wendy	PATRONS BY TOWNSHIP STATISTICAL CATEGORY FILTER BY CREATION DATE	CUSTOM REPORT FOR FLORA MONROE TOWNSHIP PUBLIC LIBRARY. LISTS NAMES BY TOWNSHIP AND CREATION DATE
wknapp->Wendy	PATRONS BY TOWNSHIP STATISTICAL CATEGORY WITH DATE	CUSTOM REPORT FOR FLORA MONROE TOWNSHIP PUBLIC LIBRARY. LISTS NAMES BY TOWNSHIP AND CREATION DATE
wknapp->Wendy	PATRONS WITH LONG OVERDUE ITEMS, INCLUDES DOB AND TOTAL AMOUNT OWED	USED FOR PATRONS THAT MAY BE GOING TO COLLECTIONS. REPORT INCLUDES PATRON DOB, AND AMOUNT OWED. USE WITH LONG OVERDUES OLDER THAN A PARTICULAR DATE AND CIRCULATING LIBRARY FOR ITEM INFORMATION LOOK UP PATRON PHONE NUMBER(S) USING BARCODE.
wknapp->Wendy Share	PATRON MAILING ADDRESSES IS LIGONIER BUT HOME LIBRARY IS NOT LIPLL	REPORT OF ALL PATRONS WITH BARCODES, NAMES AND MAILING ADDRESSES, PATRON TYPE, AND HOME LIBRARY. FILTER BY NOT "HOME LIBRARY" LIPLL AND CITY IS LIGONIER - GIVES ADDITIONAL PATRONS. SAVE SPREADSHEET. SORT BY CITY COLUMN. (EXPAND THE SELECTION). DELETE ALL PATRONS WHERE CITY IS NOT LIGONIER.
wknapp->wknapp-ISL Training	LIST PATRONS WHO ARE ACTIVE BY PERMISSION GROUP	DISPLAYS PATRON AND ITEM INFORMATION WITH. FILTER ON PATRONS HOME LIBRARY, AND PATRON PERMISSION GROUP.
wknapp->wknapp-ISL Training	PATRONS WHO HAVE CHECKED OUT THE MOST	BARCODES OF PATRON WHO HAVE CHECKED OUT AT LEAST A CERTAIN NUMBER OF ITEMS BETWEEN TWO DATES

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
wwplw-localadmin->wwplw-sandy	COUNT OF NEW LIBRARY CARDS BY PROFILE BY DAY 11	LIST OF NEW CARD PER SPECIFIED DATE RANGE.
wwplw-localadmin->wwplw-sandy	LIBRARY EMAIL DISTRIBUTION LIST W/EXPIRATION DATE (CLONE)AND CREATION DATE	CSV FORMAT CAN BE USED FOR IMPORT INTO OUTLOOK, GMAIL, ETC.
wwplw-localadmin->wwplw-sandy	LIBRARY EMAIL DISTRIBUTION LIST W/EXPIRATION DATE AND CREATION DATE ADDRESS AND PROFILE	CSV FORMAT CAN BE USED FOR IMPORT INTO OUTLOOK, GMAIL, ETC.
wwplw-localadmin->wwplw-sandy	LIST USERS BY PROFILE GROUP W/ EXPIRATION AND BIRTH DATE	LIST OF USERS AT SELECTED WWPL WITH EXPIRATION DATE. USED TO DETERMINE RB ACTIVITY

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
	Telephone	
admin->EI_Templates->Telephone Reports	COUNT OF OUTBOUND CALLS MONTHLY STATS (REVISED)	A COUNT OF OUTBOUND CALLS FOR A GIVEN DATE RANGE, AT A PARTICULAR LIBRARY
admin->EI_Templates->Telephone Reports	COUNT OF OUTBOUND CALLS (REVISED)	A COUNT OF OUTBOUND CALLS FOR A GIVEN DATE RANGE, AT A PARTICULAR LIBRARY
admin->EI_Templates->Telephone Reports	FAILED CALLS (REVISED V3)	A LISTING OF FAILED CALLS, ALONG WITH PATRON INFORMATION, FOR A PARTICULAR LIBRARY ON A GIVEN DATE
admin->EI_Templates->Telephone Reports	LIST OF CALLS (REVISED)	A LIST OF CALLS FOR A PARTICULAR DAY AND LIBRARY, WITH PATRON INFORMATION
hbplh-localadmin->training	FAILED CALLS (REVISED V3) (CLONE) (CLONE)	A LISTING OF FAILED CALLS, ALONG WITH PATRON INFORMATION, FOR A PARTICULAR LIBRARY ON A GIVEN DATE
hbplh-localadmin->training	LIST OF CALLS (REVISED) (CLONE) (CLONE)	A LIST OF CALLS FOR A PARTICULAR DAY AND LIBRARY, WITH PATRON INFORMATION
hm-globaladmin->HMMPL	COUNT OF OUTBOUND CALLS MONTHLY STATS (REVISED)	A COUNT OF OUTBOUND CALLS FOR A GIVEN DATE RANGE, AT A PARTICULAR LIBRARY
jycplp-localadmin->Rosie	OUTGOING TELEPHONY.LIST ALL CALLS	A LIST OF CALLS FOR A PARTICULAR DAY AND LIBRARY, WITH PATRON INFORMATION
jycplp-localadmin->Rosie	OUTGOING TELEPHONY.LIST FAILED CALLS	A LISTING OF FAILED CALLS, ALONG WITH PATRON INFORMATION, FOR A PARTICULAR LIBRARY ON A GIVEN DATE
rweiland->Rich APLS	FAILED CALLS (REVISED V3) (CLONE)	A LISTING OF FAILED CALLS, ALONG WITH PATRON INFORMATION, FOR A PARTICULAR LIBRARY ON A GIVEN DATE

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
Transits		
admin->EI_Templates->Transits	COUNT OF ITEMS TRANSITED BETWEEN DATES FROM SPECIFIED LIBRARIES, BY DESTINATION	NUMBER OF TRANSITS LEAVING SOURCE LIBRARIES, GROUPED BY DESTINATION. FOR LIBRARIES WITH BRANCHES, THE DESTINATION NOT IN LIST ORGANIZATION UNIT LIST SHOULD INCLUDE THE MAIN LIBRARY AND ALL BRANCHES.
admin->EI_Templates->Transits	COUNT OF ITEMS TRANSITED BETWEEN DATES TO SPECIFIED LIBRARIES, BY SOURCE	NUMBER OF TRANSITS SENT TO SPECIFIED LIBRARIES, GROUPED BY SOURCE. FOR LIBRARIES WITH BRANCHES, THE SOURCE NOT IN LIST ORGANIZATION UNIT LIST SHOULD INCLUDE THE MAIN LIBRARY AND ALL BRANCHES.
admin->EI_Templates->Transits	TRANSIT COUNT (INBOUND)	A COUNT OF TRANSITS TO A PARTICULAR LIBRARY DURING A GIVEN DATE PERIOD
admin->EI_Templates->Transits	TRANSIT COUNT (OUTBOUND)	A COUNT OF TRANSITS FROM A PARTICULAR LIBRARY DURING A GIVEN DATE PERIOD
admin->EI_Templates->Transits	WHERE ARE MY ITEMS? (REVISION 4)	A REPORT TO LOCATE ITEMS THAT ARE CURRENTLY IN TRANSIT, WHERE THEY ARE AT THE TIME OF REPORTING, AND AN ANTICIPATED DUE DATE ON THE CURRENT OPEN CIRCULATION. FILTERS ITEMS WITH "AVAILABLE" STATUS.
admin->General Report Templates (from Equinox)->Library Services	ITEMS LOANED BY RECEIVING LIBRARY & DATE RANGE	DISPLAYS SENDING LIBRARY, SEND DATE AND COUNT OF ITEMS TRANSITED. FILTERED BY DESTINATION LIBRARY AND SEND DATE RANGE.
admin->General Report Templates (from Equinox)->Library Services	ITEMS LOANED BY SENDING LIBRARY & DATE RANGE	DISPLAYS DESTINATION LIBRARY, SEND DATE AND COUNT OF ITEMS TRANSITED. FILTERED BY SENDING LIBRARY AND SEND DATE RANGE.
admin->Georgia PINES Templates->Fiscal Year End	FY COUNT OF INTRAPINES LOANS: FROM	COUNT IF ITEMS BY SENDING LIBRARY FOR HOLDS
admin->Georgia PINES Templates->Fiscal Year End	FY INTRA-PINES LOANS	COUNT OF INTRA-PINES LOANS. EXCLUDE INTER REGIONAL LIBRARY LOANS BY SELECTING YOUR LIBRARIES AS THE SENDING LIBRARY AND EXCLUDING YOUR LIBRARIES AS THE RECEIVING LIBRARY
admin->Georgia PINES Templates->Fiscal Year End	FY INTRAPINES LOANS: TO COUNT	COUNT OF ITEMS SENT TO THE DESTINATION LIBRARY FOR A HOLD REQUEST.
admin->Georgia PINES Templates->Holds	INTRAPINES LOANS: TO AND FROM COUNT	COUNT OF INTRAPINES LOANS: TO AND FROM
admin->Georgia PINES Templates->Holds	ITEMS RECIEVED FOR HOLD BY DATE	COUNT OF ITEMS RECEIVED FROM OTHER LIBRARIES TO FULFILL A HOLD BY DATE.
admin->Georgia PINES Templates->Holds	ITEMS SENT FOR HOLD BY DATE	COUNT OF ITEMS TRANSITED TO OTHER LIBRARIES TO FULFILL A HOLD BY DATE.
admin->Georgia PINES Templates->Items	ITEMS RECIEVED FOR HOLD BY DATE	COUNT OF ITEMS RECEIVED FROM OTHER LIBRARIES TO FULFILL A HOLD BY DATE.

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
admin->Georgia PINES Templates->Items	ITEMS SENT FOR HOLD BY DATE	COUNT OF ITEMS TRANSITED TO OTHER LIBRARIES TO FULFILL A HOLD BY DATE.
admin->Georgia PINES Templates->Transits	ITEMS IN TRANSIT FROM SENDING LIBRARY	LIST OF ITEMS INTRANSIT BY SENDING LIBRARY AND SENDING DATE WITH AN OUTPUT OF SENDING LIBRARY, RECEIVING LIBRARY, DATE SENT, CALL NUMBER, TITLE, BARCODE, SHELVING LOCATION, AND HOLD ID.
admin->Georgia PINES Templates->Transits	ITEMS IN TRANSIT TO DESTINATION LIBRARY	LIST OF ITEMS IN TRANSIT TO DESTINATION LIBRARY VIA SEND DATE AND AN OUTPUT OF DESTINATION LIBRARY, SENDING LIBRARY, DATE SENT, CALL NUMBER, TITLE, BARCODE, SHELVING LOCATION, AND HOLD TRANSIT ID.
ampla-localadmin->Librarian Stat Report	TRANSITS FROM OTHER LIBRARIES	REPORT OF OTHER LIBRARY'S ITEMS CIRCULATING AT AMPLA. CHOOSE AMPLA BOTH FOR "NOT IN LIST" AS CIRCULATING LIBRARY AND "IN LIST" AS OWNING LIBRARY. CHOOSE "CHECK OUT DATE/TIME" FOR "PIVOT LABEL COLUMN" FOR MONTHLY COLUMNS
ampla-localadmin->Librarian Stat Report	TRANSITS TO OTHER LIBRARIES	REPORT OF AMPLA ITEMS CIRCULATING AT OTHER LIBRARIES. CHOOSE AMPLA BOTH FOR "NOT IN LIST" AS CIRCULATING LIBRARY AND "IN LIST" AS OWNING LIBRARY. CHOOSE "CHECK OUT DATE/TIME" FOR "PIVOT LABEL COLUMN" FOR MONTHLY COLUMNS
apl-localadmin->Norma2	TRANSIT COUNT (INBOUND) (CLONE)	A COUNT OF TRANSITS TO A PARTICULAR LIBRARY DURING A GIVEN DATE PERIOD
apl-localadmin->Norma2	TRANSIT COUNT (OUTBOUND) (CLONE)	A COUNT OF TRANSITS FROM A PARTICULAR LIBRARY DURING A GIVEN DATE PERIOD
buplb-cat1Wilson->templates to share	TOTAL LOANS FROM OTHER LIBRARIES BY MONTH (4/7/09 REV) (CLONE) (CLONE)	TOTAL COUNT BY MONTH FOR OTHER LIBRARY'S ITEMS CIRCULATING AT YOUR LIBRARY. CHOOSE YOUR LIBRARY BOTH FOR "NOT IN LIST" AS CIRCULATING LIBRARY AND "IN LIST" AS OWNING LIBRARY. CHOOSE "CHECK OUT DATE/TIME" FOR "PIVOT LABEL COLUMN" FOR MONTHLY COLUMNS
buplb-cat1Wilson->templates to share	TOTAL LOANS TO OTHER LIBRARIES BY MONTH (4/7/09 REV) (CLONE) (CLONE)	TOTAL COUNT BY MONTH FOR YOUR LIBRARY'S ITEMS CIRCULATING AT OTHER LIBRARIES. CHOOSE YOUR LIBRARY BOTH FOR "NOT IN LIST" AS CIRCULATING LIBRARY AND "IN LIST" AS OWNING LIBRARY. CHOOSE "CHECK OUT DATE/TIME" FOR "PIVOT LABEL COLUMN" FOR MONTHLY COLUMNS

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
hjtplh-localadmin->HJTPLH_shared	INTRAFROMBYMO	TOTAL COUNT BY MONTH FOR OTHER LIBRARY'S ITEMS CIRCULATING AT YOUR LIBRARY. CHOOSE YOUR LIBRARY BOTH FOR "NOT IN LIST" AS CIRCULATING LIBRARY AND "IN LIST" AS OWNING LIBRARY. CHOOSE "CHECK OUT DATE/TIME" FOR "PIVOT LABEL COLUMN" FOR MONTHLY COLUMNS
hjtplh-localadmin->HJTPLH_shared	INTRATOBYMO	TOTAL COUNT BY MONTH FOR YOUR LIBRARY'S ITEMS CIRCULATING AT OTHER LIBRARIES. CHOOSE YOUR LIBRARY BOTH FOR "NOT IN LIST" AS CIRCULATING LIBRARY AND "IN LIST" AS OWNING LIBRARY. CHOOSE "CHECK OUT DATE/TIME" FOR "PIVOT LABEL COLUMN" FOR MONTHLY COLUMNS
isl-jasonb->Shared Templates->Transits	COUNT OF ITEMS TRANSITED BETWEEN DATES FROM SPECIFIED LIBRARIES, BY DESTINATION	NUMBER OF TRANSITS LEAVING SOURCE LIBRARIES, GROUPED BY DESTINATION. FOR LIBRARIES WITH BRANCHES, THE DESTINATION NOT IN LIST ORGANIZATION UNIT LIST SHOULD INCLUDE THE MAIN LIBRARY AND ALL BRANCHES.
isl-jasonb->Shared Templates->Transits	COUNT OF ITEMS TRANSITED BETWEEN DATES TO SPECIFIED LIBRARIES, BY SOURCE	NUMBER OF TRANSITS SENT TO SPECIFIED LIBRARIES, GROUPED BY SOURCE. FOR LIBRARIES WITH BRANCHES, THE SOURCE NOT IN LIST ORGANIZATION UNIT LIST SHOULD INCLUDE THE MAIN LIBRARY AND ALL BRANCHES.
owplo-globaladmin->OdonShared->Circ Stats	COUNT OF LOCAL ITEMS CIRCULATING ELSEWHERE BY CIRCULATING LIBRARY (4/7/09 REV)	GENERATES A TABLE OF MONTHLY CIRCULATION FOR LOCAL ITEMS AT OTHER LIBRARIES. WHEN CREATING A REPORT, CHOOSE YOUR LIBRARY FOR BOTH "NOT IN LIST" AS CIRCULATING LIBRARY AND "IN LIST" AS OWNING LIBRARY. CHOOSE "CHECK OUT DATE/TIME" FOR "PIVOT LABEL COLUMN" TO PUT MONTHS IN COLUMNS. REMOVE "SHORT (POLICY) NAME (CIRC LIB)" FROM DISPLAYED FIELDS TO GET TOTAL COUNT WITHOUT BREAKDOWN BY CIRCULATING LIBRARY.
owplo-globaladmin->OdonShared->Circ Stats	ITEMS CIRCULATING ELSEWHERE BY SHELVING LOCATION (4/7/09 REV)	GENERATES A TABLE OF MONTHLY CIRCULATION FOR LOCAL ITEMS AT OTHER LIBRARIES. SETTING "PIVOT LABEL COLUMN" TO "CHECK OUT DATE/TIME" GIVES ONE COLUMN PER MONTH. CHOOSE YOUR LIBRARY FOR BOTH "NOT IN LIST" AS CIRCULATING LIBRARY AND "IN LIST" AS OWNING LIBRARY. REMOVING "NAME (OF SHELVING LOCATION)" FROM "DISPLAYED FIELDS" GIVES TOTAL COUNT ONLY

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
owplo-globaladmin->OdonShared->Circ Stats	TOTAL LOANS FROM OTHER LIBRARIES BY MONTH (4/7/09 REV)	TOTAL COUNT BY MONTH FOR OTHER LIBRARY'S ITEMS CIRCULATING AT YOUR LIBRARY. CHOOSE YOUR LIBRARY BOTH FOR "NOT IN LIST" AS CIRCULATING LIBRARY AND "IN LIST" AS OWNING LIBRARY. CHOOSE "CHECK OUT DATE/TIME" FOR "PIVOT LABEL COLUMN" FOR MONTHLY COLUMNS
owplo-globaladmin->OdonShared->Circ Stats	TOTAL LOANS TO OTHER LIBRARIES BY MONTH.	TOTAL COUNT BY MONTH FOR YOUR LIBRARY'S ITEMS CIRCULATING AT OTHER LIBRARIES. CHOOSE YOUR LIBRARY BOTH FOR "NOT IN LIST" AS CIRCULATING LIBRARY AND "IN LIST" AS OWNING LIBRARY. CHOOSE "CHECK OUT DATE/TIME" FOR "PIVOT LABEL COLUMN" FOR MONTHLY COLUMNS
owplo-globaladmin->OdonShared->Circulation	MATERIAL CHECKED OUT ELSEWHERE (REV. 3/15/2012)	LIST OF MATERIAL CIRCULATING OUTSIDE SELECTED LIBRARY WITH BORROWER INFORMATION AND CURRENT STATUS; CAN BE FILTERED BY CHECKOUT DATE. CHOOSE HOME LIBRARY FOR OWNING LIBRARY AND NOT CIRCULATING. FOR RECURRING REPORT OF ALL ITEMS CIRCULATING ELSEWHERE CHOOSE EARLY "REAL DATE" FOR FIRST DATE (I.E., 1/1/2009) AND 1 DAY AGO FOR SECOND DATE
owplo-globaladmin->OdonShared->Older (replaced) templates	TOTAL LOANS TO OTHER LIBRARIES BY MONTH (4/7/09 REV)	TOTAL COUNT BY MONTH FOR YOUR LIBRARY'S ITEMS CIRCULATING AT OTHER LIBRARIES. CHOOSE YOUR LIBRARY BOTH FOR "NOT IN LIST" AS CIRCULATING LIBRARY AND "IN LIST" AS OWNING LIBRARY. CHOOSE "CHECK OUT DATE/TIME" FOR "PIVOT LABEL COLUMN" FOR MONTHLY COLUMNS
rftplr-localadmin->Circulation	TRANSITS (IN)	
rftplr-localadmin->Circulation	TRANSITS (OUT)	
rplr-localadmin->Rpl	TRANSIT COUNT (INBOUND) (CLONE)	A COUNT OF TRANSITS TO A PARTICULAR LIBRARY DURING A GIVEN DATE PERIOD
rplr-localadmin->Rpl	TRANSIT COUNT (OUTBOUND) (CLONE)	A COUNT OF TRANSITS FROM A PARTICULAR LIBRARY DURING A GIVEN DATE PERIOD
SLIS-Intern->SLIS_Grant	INTRAFROMBYMO	TOTAL COUNT BY MONTH FOR OTHER LIBRARY'S ITEMS CIRCULATING AT YOUR LIBRARY. CHOOSE YOUR LIBRARY BOTH FOR "NOT IN LIST" AS CIRCULATING LIBRARY AND "IN LIST" AS OWNING LIBRARY. CHOOSE "CHECK OUT DATE/TIME" FOR "PIVOT LABEL COLUMN" FOR MONTHLY COLUMNS

<u>Path to Template</u>	<u>Name</u>	<u>Description</u>
SLIS-Intern->SLIS_Grant	INTRATOBYMO	TOTAL COUNT BY MONTH FOR YOUR LIBRARY'S ITEMS CIRCULATING AT OTHER LIBRARIES. CHOOSE YOUR LIBRARY BOTH FOR "NOT IN LIST" AS CIRCULATING LIBRARY AND "IN LIST" AS OWNING LIBRARY. CHOOSE "CHECK OUT DATE/TIME" FOR "PIVOT LABEL COLUMN" FOR MONTHLY COLUMNS
wgtplw-localadmin->Monthly reports-Jeanne	TOTAL LOANS TO OTHER LIBRARIES BY MONTH. (CLONE)	TOTAL COUNT BY MONTH FOR YOUR LIBRARY'S ITEMS CIRCULATING AT OTHER LIBRARIES. CHOOSE YOUR LIBRARY BOTH FOR "NOT IN LIST" AS CIRCULATING LIBRARY AND "IN LIST" AS OWNING LIBRARY. CHOOSE "CHECK OUT DATE/TIME" FOR "PIVOT LABEL COLUMN" FOR MONTHLY COLUMNS
wknapp->Wendy	WHERE ARE MY ITEMS? (REVISION 5)	A REPORT TO LOCATE ITEMS THAT ARE CURRENTLY IN TRANSIT, WHERE THEY ARE AT THE TIME OF REPORTING, AND AN ANTICIPATED DUE DATE ON THE CURRENT OPEN CIRCULATION. FILTERS ITEMS WITH "AVAILABLE" STATUS. FILTERS BY OWNING LIBRARY AND SENDING LIBRARY.
wwplw-localadmin->wwplw-sandy	TRANSIT COUNT (INBOUND) WWPL MONTHLY W/ AUTHOR	A COUNT OF TRANSITS TO A PARTICULAR LIBRARY DURING A GIVEN DATE PERIOD