

WHAT'S
NEW


Atrium®
v 14 - 14.2


What's New in Atrium 14 - 14.2

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Librista 2.0

The updated version of our patron-centric mobile app has been re-imagined to complement the **Gallery** interface with improvements throughout the design. From **Librista**, patrons can search for and reserve items, create lists of items to check out later, edit their account information, and more.

The settings and patron permissions you have set up for your **OPAC** carry over to Librista.

The screenshot displays the Librista mobile app interface with three overlapping panels:

- Library Locator Panel:** A blue header with "Library Locator" and a close icon. Below, it shows a "main" section with "Public" and "School" filters. A list of libraries is visible, including:
 - Main Street Public Li (4901 University Squa, Huntsville, AL)
 - Cullman Public Libra (Cullman, Alabama)
 - Dunklin County Publi (Kennett, Missouri)
 - Eufaula Carnegie Lib (Eufaula, Alabama)
 - Bastrop (Main Branc (Bastrop, Louisiana)
 - Cedar County Library (Stockton, Missouri)
- Search results Panel:** A blue header with "Search results", a search icon, and a menu icon. It shows "15 results for Agatha Christie". Three book results are visible:
 - Crooked house:** Christie, Agatha, Book. 1 Available at West Branch. Buttons: RESERVE, SAVE.
 - Death in the clo Agatha Christie:** Christie, Agatha, Book. 1 Available at East Branch. Buttons: RESERVE, SAVE.
 - They came to B by Agatha Chris:** Christie, Agatha, Book.
- Account Panel:** A blue header with "Account", a search icon, and a profile icon. It shows "Hello, Virginia" and a chat icon. Below are tabs for "Dashboard", "Fines", "My Lists", "Watching", and "Acco". The "Items Out" section shows a checkmark icon, "Items Out", and a "Renew All" button. A due date "Due On August 3, 2021" is displayed. The "Ready for Pickup" section shows a walking person icon, "Ready for Pickup", and a "Cancel All" button. The location "At Main Library" is shown. A book cover for "I SHALL BE NEAR TO YOU" by ERIN LINDSAY McCABE is visible.



What's New in Atrium 14 - 14.2 Gallery/Canvas Shared Features

Accessibility

To make your **OPAC** more accessible to all your patrons, we have added supportive features to **Canvas**, **Gallery**, and **KidZviz**.

Screen-reader Support

ARIA (Accessible Rich Internet Applications) semantic tags have been assigned to the elements on the page so that users can aurally navigate **OPAC** with assistive technology that reads aloud the navigational elements of the page like links, tabs, and menus.

Keyboard Accessibility

OPAC can be navigated solely using the keyboard by those patrons with limited manual dexterity. Using Tab, Shift, Enter, Spacebar, Esc, and the arrow keys, patrons can move through **OPAC**, search, and perform a variety of actions. Once you begin tabbing, a focus box indicates your current position on the page.

If your patrons are comfortable with this method, they will probably be familiar with the following standard commands:

Tab	Move forward to the next element
Tab + Shift	Move backward to the previous element
Enter	Activate a link or button
Spacebar	Select a check box or radio button
Esc	Exit a pop-up or dialog box
Arrow Keys	Move up or down within an open menu
Spacebar/Shift + Spacebar	Scroll down and up on the page

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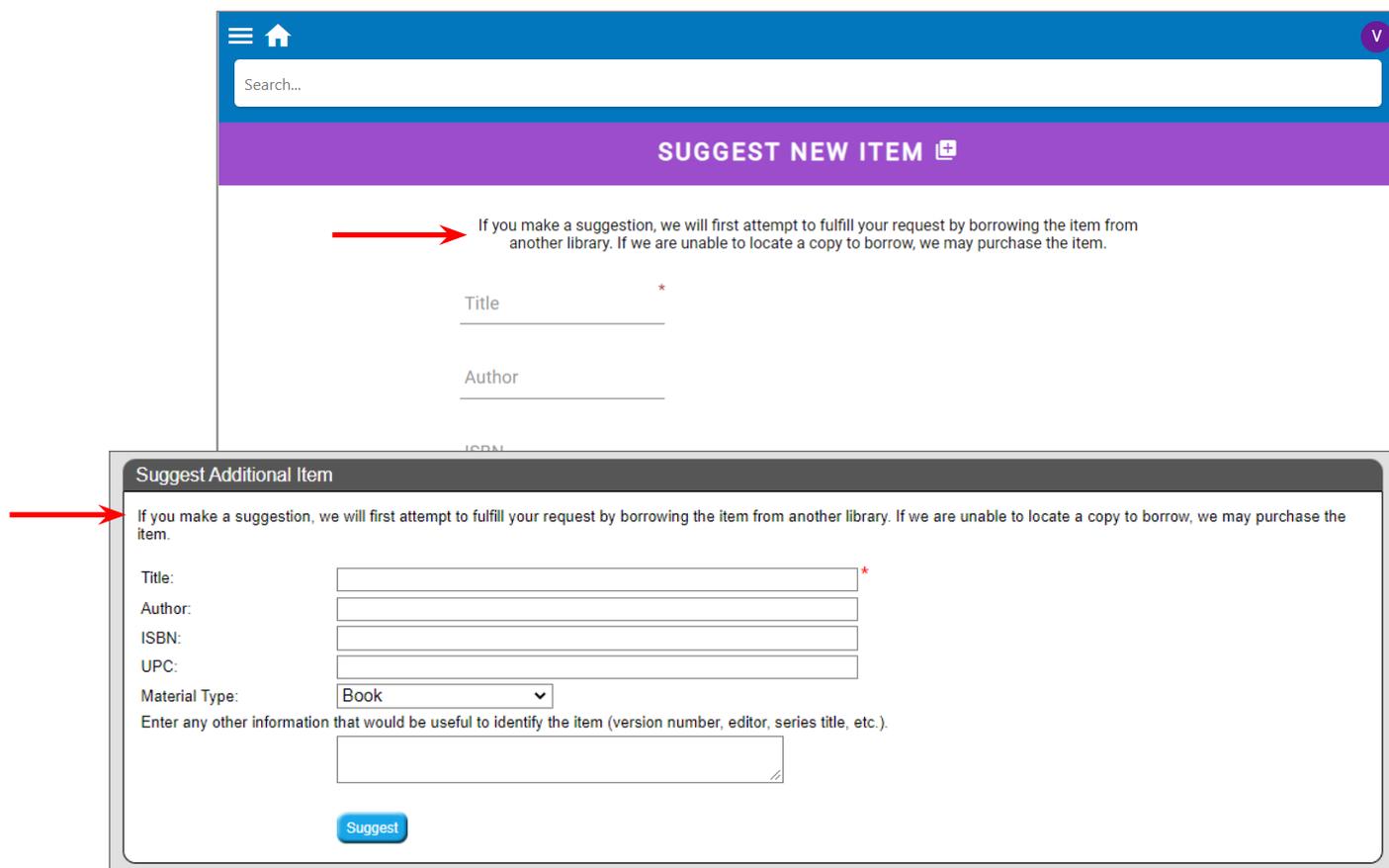
Customize Suggest Item Text

If you allow patrons to make purchase suggestions or inter-library loan requests through **OPAC**, you can customize the instructions to make your policies clear. Customized text displays in whichever **OPAC** interface you have enabled for your library.

To create a custom message

1. Go to **Administration/OPAC/Messages And Information/Edit Suggest Item Message**.
2. Use the text editor to change the message. At any time, you can click **Restore Default** to revert to the delivered message.
3. When you are satisfied with your message, click **Save**.

The message displays when patrons click **Suggest Item** in the **Gallery** menu or **Suggest** in the **Canvas** Account widget. Examples are shown below.



The image shows two screenshots of the Atrium OPAC interface. The top screenshot displays the 'SUGGEST NEW ITEM' form with a red arrow pointing to the instruction text: 'If you make a suggestion, we will first attempt to fulfill your request by borrowing the item from another library. If we are unable to locate a copy to borrow, we may purchase the item.' Below this are input fields for Title, Author, and ISBN. The bottom screenshot shows a modal window titled 'Suggest Additional Item' with a red arrow pointing to the same instruction text. This modal includes additional input fields for Title, Author, ISBN, and UPC, a dropdown menu for Material Type (set to 'Book'), and a text area for 'Enter any other information that would be useful to identify the item (version number, editor, series title, etc.)'. A 'Suggest' button is located at the bottom of the modal.

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Physical Location Filtering

If patrons need to locate items in a specific part of the library, they can filter in either **OPAC** interface by your defined physical locations. In order for this option to display, you must enable the **Display Physical Location Where Applicable** library setting.

To enable the setting

1. Click **Administration/Library/Library Settings**.
2. Next to **Display Physical Location Where Applicable**, click **Yes**.
3. Click **Save**.

Physical Locations in Canvas

Physical Locations in Gallery

The genome odyssey : medical mysteries and the incredible quest to solve them / Euan Angus Ashley, M.D., Ph.D.
Ashley, Euan A.

Book

"In The Genome Odyssey, Dr. Euan Ashley, Stanford professor of medicine and genetics, brings the breakthroughs of precision medicine to vivid life through the real diagnostic journeys of his patients and the tireless efforts of his fellow doctors and scientists as they hunt to prevent, predict, and beat disease. Since the Human Genome Project was completed in 2003, the price of genome sequencing has dropped at a staggering rate. It's as if the price of a Ferrari went from \$350,000 to a...

1 copy available in Adult Non-Fiction

572.86 Ash

RESERVE SAVE FOR LATER NOTIFY

If you have a **Distributed** library, physical locations also display on search results cards.

What's New in Atrium 14 - 14.2

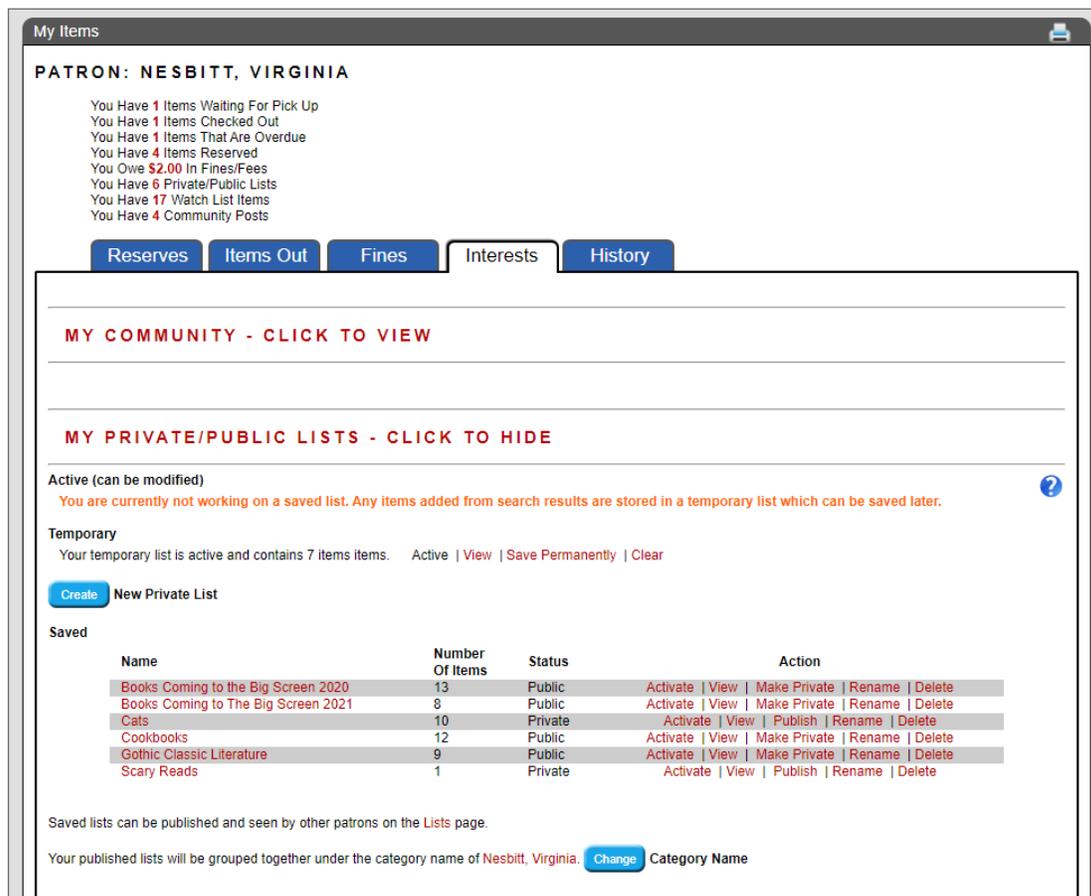
Canvas

Bookbags are now Lists

To standardize terminology across Atrium and the two **OPAC** interfaces, we have made “List” the standard term for a collection of items created by a patron or staff member.

With the appropriate permissions, patrons can add items to private lists, reserve items, or publish their selections to share them with others (**Lists** tab in **Canvas** or **Lists** in the **Gallery** menu.) Staff members can also create lists on the administrative side of Atrium.

For complete information about creating and managing lists, see the online Help files.



My Items

PATRON: NESBITT, VIRGINIA

- You Have 1 Items Waiting For Pick Up
- You Have 1 Items Checked Out
- You Have 1 Items That Are Overdue
- You Have 4 Items Reserved
- You Owe \$2.00 In Fines/Fees
- You Have 6 Private/Public Lists
- You Have 17 Watch List Items
- You Have 4 Community Posts

Reserves | Items Out | Fines | Interests | History

MY COMMUNITY - CLICK TO VIEW

MY PRIVATE/PUBLIC LISTS - CLICK TO HIDE

Active (can be modified)
 You are currently not working on a saved list. Any items added from search results are stored in a temporary list which can be saved later.

Temporary
 Your temporary list is active and contains 7 items items. [Active](#) | [View](#) | [Save Permanently](#) | [Clear](#)

[Create](#) New Private List

Saved

Name	Number Of Items	Status	Action
Books Coming to the Big Screen 2020	13	Public	Activate View Make Private Rename Delete
Books Coming to The Big Screen 2021	8	Public	Activate View Make Private Rename Delete
Cats	10	Private	Activate View Publish Rename Delete
Cookbooks	12	Public	Activate View Make Private Rename Delete
Gothic Classic Literature	9	Public	Activate View Make Private Rename Delete
Scary Reads	1	Private	Activate View Publish Rename Delete

Saved lists can be published and seen by other patrons on the [Lists](#) page.

Your published lists will be grouped together under the category name of [Nesbitt, Virginia](#). [Change](#)

Cataloging

Print Individual Barcodes/Labels

If you use a roll-based label printer such as the Dymo® LabelWriter™, you can print labels for an individual holding during the cataloging process.

After editing the holding fields and saving, simply use the drop-down list to select the kind of label to print: barcode, spine & pocket, or study program. The related printing form opens with the item in the queue.

The screenshot displays the 'Holding Record' interface with a modal window open for printing barcodes. In the 'Holding Record' window, the 'Print Labels' dropdown is highlighted with a red arrow. The modal window, titled 'Print Item Barcodes', contains the following fields and controls:

- Barcode:** 0
- Label To Print:** Barcodes (1 up) (55-392-001)
- Print Configuration:** Holdings Barcode Default
- Starting Row:** 1
- Starting Column:** 1
- Copies Per Barcode:** 1
- Print Test Border:**
- Add Type And Library Code:** Default
- Check Digit Type:** None
- Queue By:** (dropdown menu)
- Buttons:** Add, Lookup, Filter, Print Labels In Queue, Clear Queue, Clear Queue After Print (checked)

Below the modal, the 'Print Queue' section shows a table with the following data:

Record	Holdings Barcode	Title
1	18932455	Winter counts : a novel

A 'Remove Selected From Queue' button is located at the bottom right of the queue section.

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Bulk Add Subject Headings

You can now add subject headings in bulk to bibliographic records. This allows you to improve your item records with more robust subject headings to aid in patron and staff searches or to keep track of additional information such as literary awards or other special designations.

To add subject headings in bulk

1. Go to **Catalog/Bulk/Add Subjects**.
2. If you have physical items in front of you, scan the barcodes and click **Add**.
3. To search for a group of items based on common criteria, use the **Filter** option.
4. Once your items are in the queue, enter your subjects in the fields. If you have the **Authority** module (requires license) you can click **Browse** to navigate your existing subject headings.
5. You can click **Add More Subject Headings** to create additional fields; create and enter as many as you need.
6. When you are satisfied with your entries, click **Add Subject Headings** to populate all the bibliographic records in the queue with these subject headings.

Bulk Add Subject Headings

Items: 0

Topical Term	<input type="text" value="American Literature"/>	<input type="button" value="Browse"/>
Geographic	<input type="text" value="West (U.S.)"/>	<input type="button" value="Browse"/>
Chronological	<input type="text"/>	<input type="button" value="Browse"/>
Geographic	<input type="text"/>	<input type="button" value="Browse"/>
Topical Term	<input type="text" value="Western stories"/>	<input type="button" value="Browse"/>
General	<input type="text"/>	<input type="button" value="Browse"/>
Chronological	<input type="text"/>	<input type="button" value="Browse"/>
Geographic	<input type="text"/>	<input type="button" value="Browse"/>

Bulk Add Subject Headings Queue

Record	Holdings Barcode	Title	
1	00000326	Riders of the purple sage : a novel	<input type="checkbox"/>
2	00000330	The Lawless West	<input type="checkbox"/>
3	00000334	The great trek	<input type="checkbox"/>
4	00000369	Shadow on the mesa	<input type="checkbox"/>
5	00001300	Love comes softly	<input type="checkbox"/>
6	00001301	Love's enduring promise	<input type="checkbox"/>
7	00001302	Love's long journey	<input type="checkbox"/>
8	00001304	Love comes softly	<input type="checkbox"/>
9	00003486	Wanderer of the wasteland	<input type="checkbox"/>
10	00004091	Lonesome dove	<input type="checkbox"/>
11	00004205	The way west : a novel	<input type="checkbox"/>
12	00004347	The guns of August	<input type="checkbox"/>
13	00005043	Far away home	<input type="checkbox"/>
14	00006082	The Sisters brothers	<input type="checkbox"/>
15	00006125	The best of the American West II : frontier adventure	<input type="checkbox"/>
16	00006165	Three-ten to Yuma : and other stories	<input type="checkbox"/>
17	00006549	The revenant : a novel of revenge	<input type="checkbox"/>
18	00007776	Outlawed : a novel	<input type="checkbox"/>
19	00007777	The ballad of Hattie Taylor	<input type="checkbox"/>
20	00804915	The good life of Western man	<input type="checkbox"/>



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Publisher/Distributor Number

You can use vendor-assigned identification codes to keep track of items without ISBNs or UPCs, such as binge boxes, pre-order DVDs, and more. This new field displays on the **Add/Edit Bibliographic** and **Review Bibliographic** forms and when reviewing and editing requests (requires **Acquisitions** license).

Edit Item : Bibliographic Record

Save Delete Make Copy History Review Add Holdings View: Full View

Study Programs Add New Item

This bibliographic record has no active holdings.

Extended Title: Every Last Secret [videorecording]

Title: Every Last Secret [videorecording]

This Is A Brief Record: Remove Record After Check In:

Ordered Holdings (1)

Barcode	Call Number	Branch	Action
00008120		Main Library	Edit

Core

Target audience: Adult RDA Content:
Material Type: DVD RDA Media:
Author Type: Corporate Name RDA Carrier:
Author's Name:
Author Dates:
Source:
Publisher: Vertical Entertainment
Place of Publication:
Edition:
Copyright Date: 2022
Publication Date: 2022
Publisher/Distributor Number: 14974911
LCCN:
ISBN:
UPC:

Review Bibliographic

Title: Every Last Secret [videorecording] 0 Patron Reviews/Ratings

Copy Status: 0 of 1 copies currently available Create Reserve

Usage: Last Year's Circulation: 0 Total Circulation: 0

Notes: View History For This Bibliographic Record | View Invoice Numbers For This Bibliographic Record

Holdings Information (1)

Barcode	Status	Last Checked Out To	Reservations	Current Location	Physical Location	Action
00008120	On Order		0	Main Library	Main Stacks	Review Item

Details

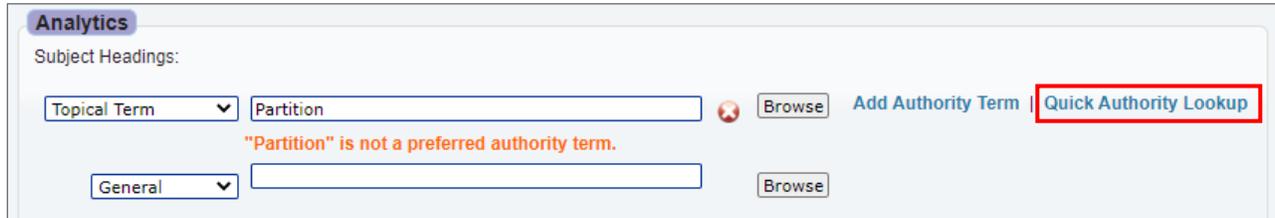
Title: Every Last Secret [videorecording]

Author: ISBN:
Series Title: Material Type: DVD
Publisher: Vertical Entertainment Copyright Date: 2022
Place of Publication: Publication Date: 2022
Statement Of Responsibility: Publisher/Distributor Number: 14974911
Physical Description:
Artist:
Target Audience:
Lexile: F&P Reading Level:

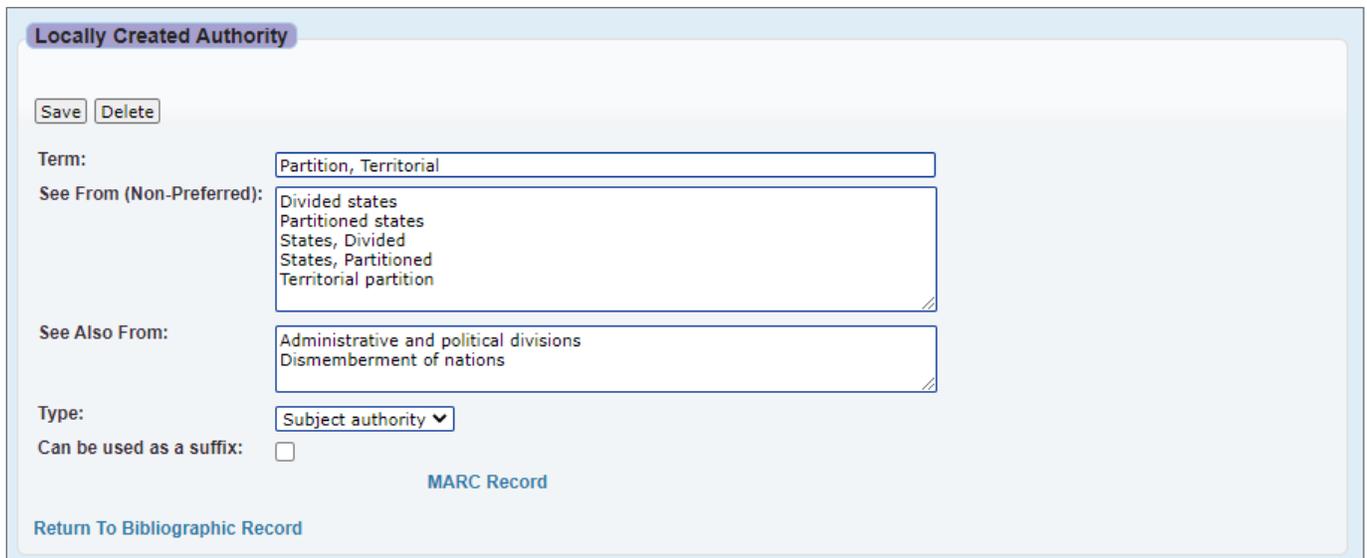
Authority (requires license)

Quick Authority Lookup

You can quickly look up a MARC authority record from the Library of Congress and apply the term to your record to standardize your authors and subject headings.



Click **Quick Authority Lookup** to search the Library of Congress authority records for a matching term; a report displays. You can hover over an entry to view the raw data from the MARC record to ensure this is the correct term. Click to select this term and save it to your bibliographic record. The **Locally Created Authority** form displays the **Preferred**, **See From**, and **See Also From** terms. A [link](#) allows you to view the full authority MARC record data.



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Reserves

Reserve Activation Date

Reserves now have a **Begin Date** and **End Date** so titles can be reserved for when the patron needs them. For example, a patron might need to reserve a book to take with them on a planned vacation or want to reserve items in a series at intervals rather than all at once. Reserve activation dates can be set on the administrative side of Atrium; you can also allow patrons to use this option when making reserves through **OPAC**.

To allow patrons to set reserve activation dates

1. Go to **Administration/OPAC/Patron Accounts**.
2. In the **Reserve Settings** section, next to **Allow Patrons To Delay Reserves**, click **Yes**.
3. Click **Save**.

Canvas

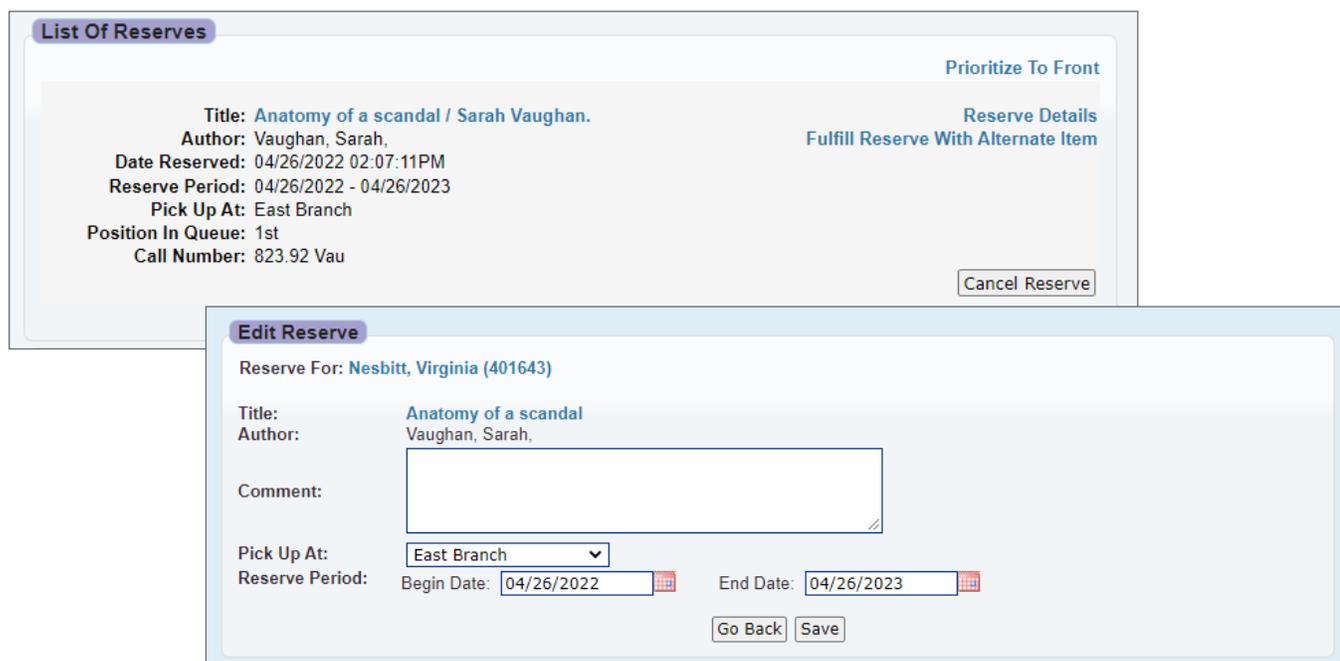
Gallery

What's New in Atrium 14 - 14.2

Edit Reserve

If a patron needs to change an existing reserve, staff can modify the details so that the patron does not lose their place in line.

1. Go to **Patrons/Review** and search for the patron who has the reserve.
2. In the **List Of Reserves**, click **Reserve Details**, and then click **Edit Reserve**.
3. Modify the comment, pickup location (Centralized only), and active dates as needed. Then, click **Save**.



The screenshot displays two overlapping windows from the Atrium system. The background window is titled "List Of Reserves" and shows details for a reserve: Title: Anatomy of a scandal / Sarah Vaughan, Author: Vaughan, Sarah, Date Reserved: 04/26/2022 02:07:11PM, Reserve Period: 04/26/2022 - 04/26/2023, Pick Up At: East Branch, Position In Queue: 1st, Call Number: 823.92 Vau. It includes links for "Prioritize To Front", "Reserve Details", and "Fulfill Reserve With Alternate Item", and a "Cancel Reserve" button.

The foreground window is titled "Edit Reserve" and is for "Reserve For: Nesbitt, Virginia (401643)". It contains the following fields:

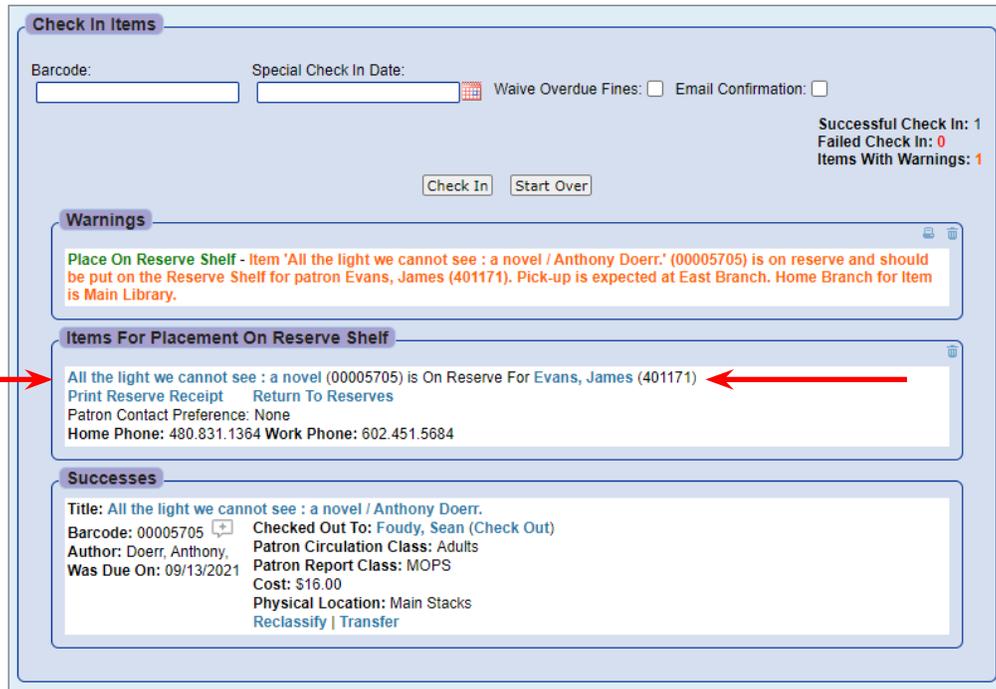
- Title: Anatomy of a scandal
- Author: Vaughan, Sarah
- Comment: (empty text area)
- Pick Up At: East Branch (dropdown menu)
- Reserve Period: Begin Date: 04/26/2022, End Date: 04/26/2023 (calendar icons)

Buttons for "Go Back" and "Save" are at the bottom.

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New Links for Placement on Reserve Shelf

When an item is checked in that needs to be put on the Reserve Shelf for another patron, new [links](#) allow you to quickly navigate to the patron or item record so you can view more information or take any necessary action. You can also click [Return To Reserves](#) to cancel placement on the Reserve Shelf at this time (the patron remains in the reserve queue).



Check In Items

Barcode: Special Check In Date: Waive Overdue Fines: Email Confirmation:

Successful Check In: 1
Failed Check In: 0
Items With Warnings: 1

[Check In](#) [Start Over](#)

Warnings

Place On Reserve Shelf - Item 'All the light we cannot see : a novel / Anthony Doerr.' (00005705) is on reserve and should be put on the Reserve Shelf for patron Evans, James (401171). Pick-up is expected at East Branch. Home Branch for Item is Main Library.

Items For Placement On Reserve Shelf

All the light we cannot see : a novel (00005705) is On Reserve For Evans, James (401171)

[Print Reserve Receipt](#) [Return To Reserves](#)

Patron Contact Preference: None
Home Phone: 480.831.1364 Work Phone: 602.451.5684

Successes

Title: All the light we cannot see : a novel / Anthony Doerr.
Barcode: 00005705 Checked Out To: Foudy, Sean (Check Out)
Author: Doerr, Anthony, Patron Circulation Class: Adults
Was Due On: 09/13/2021 Patron Report Class: MOPS
Cost: \$16.00
Physical Location: Main Stacks
[Reclassify](#) | [Transfer](#)

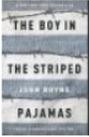
Reserve Shelf Information

Two additions to the **Reserve Shelf** details for each item allow you to make decisions about what to do with expired reserves.

Expired reserves now display in red so you can easily single them out for action. Additionally, the **Active Reserves** count tells you how many other patrons have this item on hold; use this information to decide whether to allow this patron extra time to pick up the reserve or to move it to the next patron in line.



Patron: [Valaski, Peggy \(400260\)](#) Delete:

Title: [The boy in the striped pajamas : a fable](#) Re-Print Reserve Receipt 

Author: Boyne, John, Email/Text Patron That Items Are Available

Barcode: 00005163 Return To Reserves

Contact Preference: Placed On Shelf: **03/16/2022 02:08:26AM** Change Pickup Location

Pick Up At: East Branch

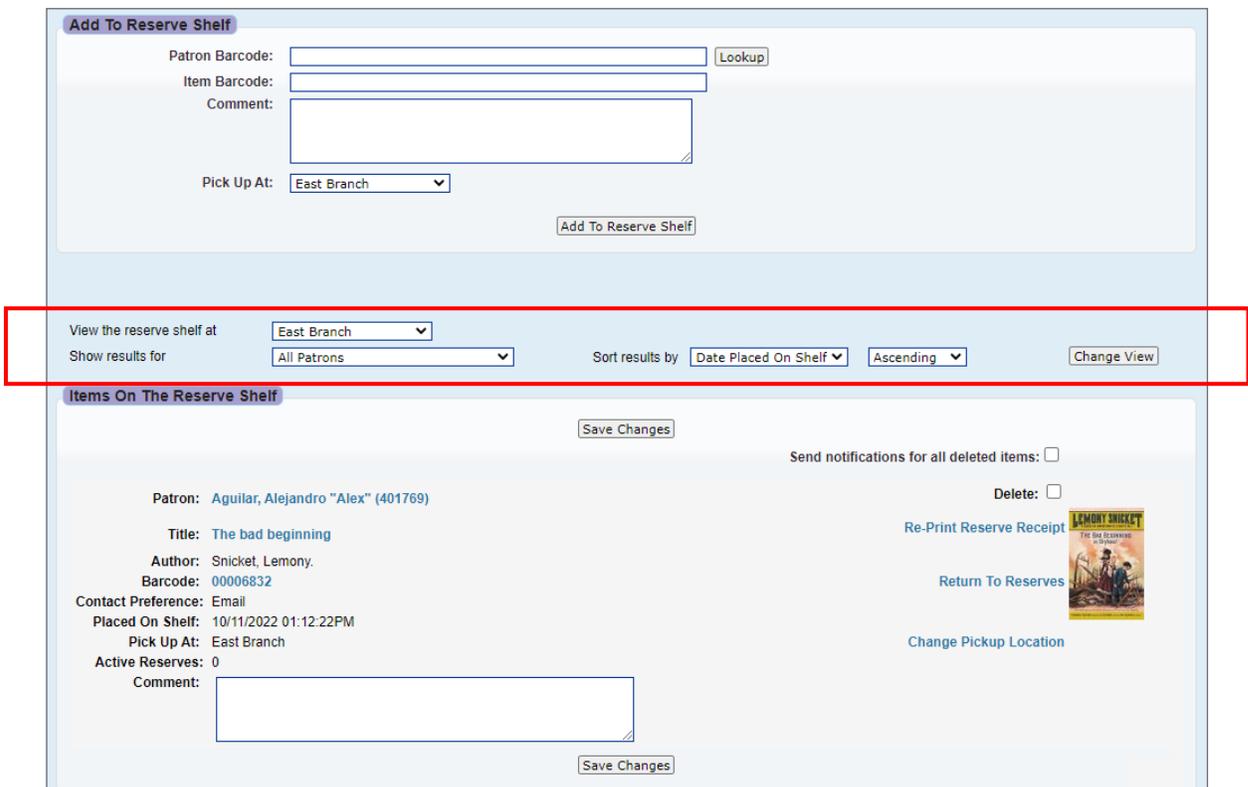
Active Reserves: 1

Comment:

Reserve Shelf Sorting and Filtering

If you have a large number of items on the Reserve Shelf, you can use new options to limit the entries to a single patron or rearrange the order of entries for easier viewing.

- Filtering - Use the left-hand drop-down list to limit the displayed entries to those of a single patron (only patrons with items on the shelf display). Click **Change View**.
- Sorting - Use the two right-hand drop down lists to rearrange the entries by **Date Placed On Shelf**, **Date Reserved**, **Patron**, or **Title** and to indicate an **Ascending** or **Descending** sort. Click **Change View**.



The screenshot displays the 'Add To Reserve Shelf' and 'Items On The Reserve Shelf' sections. A red box highlights the filtering and sorting controls. The 'Add To Reserve Shelf' section includes fields for Patron Barcode, Item Barcode, Comment, and a Pick Up At dropdown menu. The 'Items On The Reserve Shelf' section shows details for a patron named Aguilar, Alejandro 'Alex' (401769) with a reserve for 'The bad beginning' by Snicket, Lemony. The highlighted area contains the following controls:

- View the reserve shelf at: **East Branch** (dropdown)
- Show results for: **All Patrons** (dropdown)
- Sort results by: **Date Placed On Shelf** (dropdown)
- Sort order: **Ascending** (dropdown)
- Change View** button

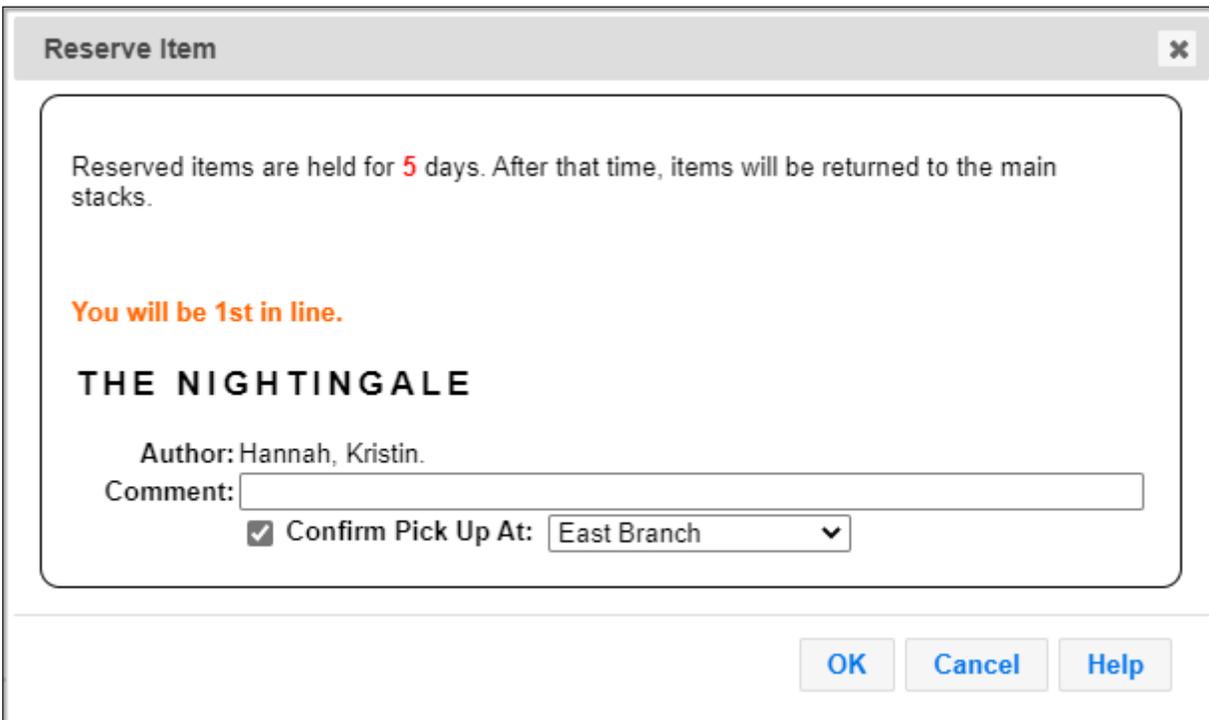
Additional controls in the 'Items On The Reserve Shelf' section include 'Save Changes', 'Send notifications for all deleted items' checkbox, 'Delete' checkbox, 'Re-Print Reserve Receipt', 'Return To Reserves', and 'Change Pickup Location'.

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Pickup Location Confirmation

To ensure your patrons are aware of the pickup location they are designating, a new confirmation check box requires them to confirm the location of their choice.

This option does not apply if you are using **Quick Reserve**. Text and messages on this form vary depending on your settings. No additional setup is required for this confirmation check box.



Reserve Item ✕

Reserved items are held for **5** days. After that time, items will be returned to the main stacks.

You will be 1st in line.

THE NIGHTINGALE

Author: Hannah, Kristin.

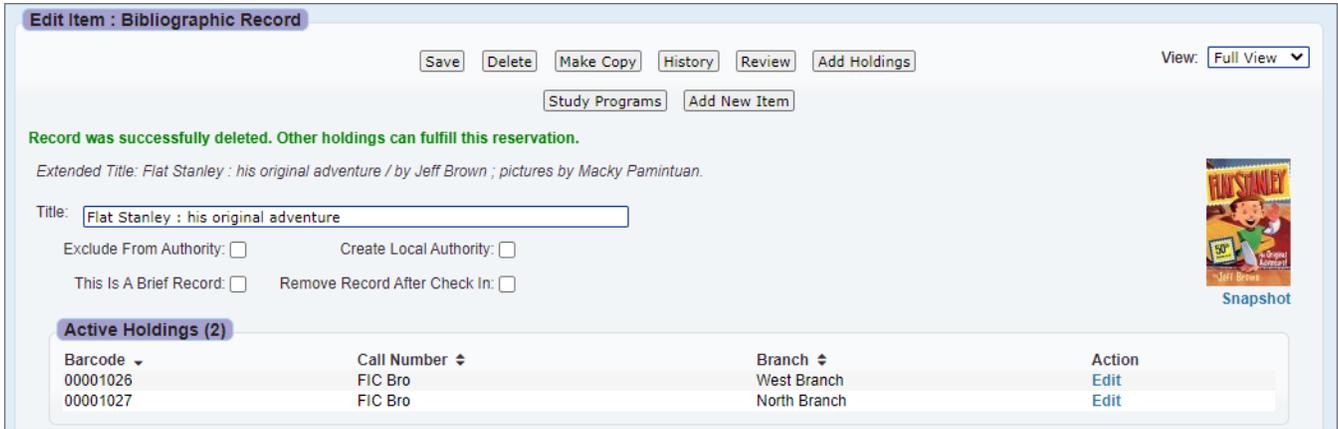
Comment:

Confirm Pick Up At:

Reserves

Delete Holdings with Reserves

If your library has other copies attached to an outstanding reserve that can fulfill the reservation, you can delete damaged or lost copies without having to remove the offending copy from the reservation. This requires no additional setup.



Edit Item : Bibliographic Record

Save Delete Make Copy History Review Add Holdings View: Full View

Study Programs Add New Item

Record was successfully deleted. Other holdings can fulfill this reservation.

Extended Title: Flat Stanley : his original adventure / by Jeff Brown ; pictures by Macky Pamintuan.

Title: Flat Stanley : his original adventure

Exclude From Authority: Create Local Authority:

This Is A Brief Record: Remove Record After Check In:

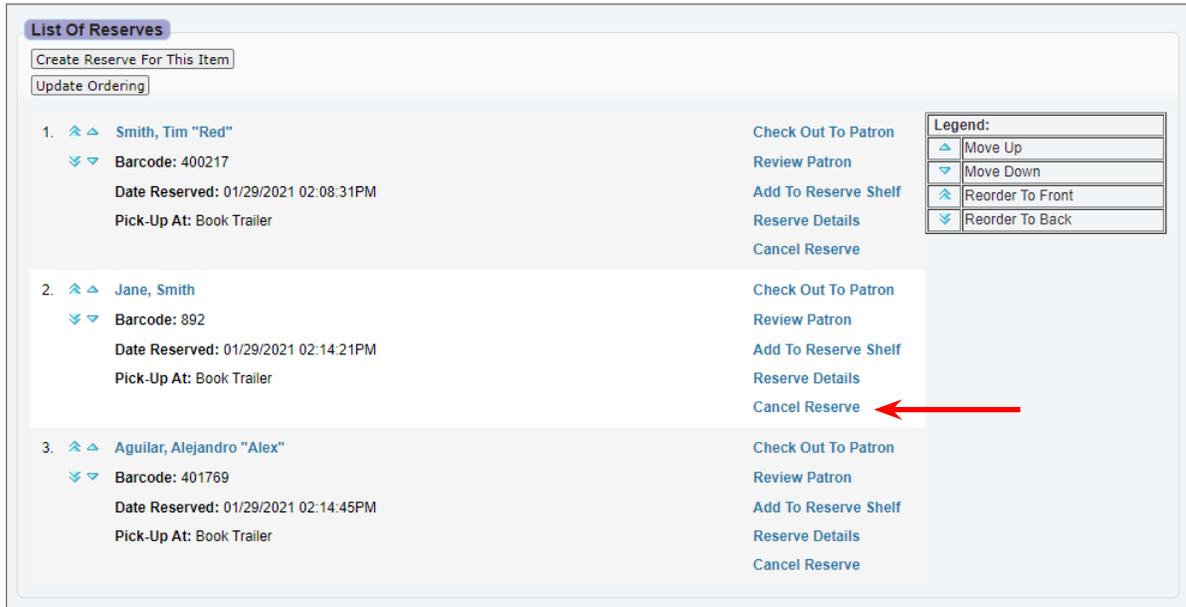
Active Holdings (2)

Barcode	Call Number	Branch	Action
00001026	FIC Bro	West Branch	Edit
00001027	FIC Bro	North Branch	Edit

Snapshot

Remove Reserve From Holding

If a reservation needs to be cancelled, there is a new way to quickly remove a reserve via a link on the Review Item form. This requires no additional setup. Simply click **Cancel Reserve** in the List of Reserves form.



List Of Reserves

Create Reserve For This Item Update Ordering

- Smith, Tim "Red"

Barcode: 400217

Date Reserved: 01/29/2021 02:08:31PM

Pick-Up At: Book Trailer

Check Out To Patron Review Patron Add To Reserve Shelf Reserve Details Cancel Reserve
- Jane, Smith

Barcode: 892

Date Reserved: 01/29/2021 02:14:21PM

Pick-Up At: Book Trailer

Check Out To Patron Review Patron Add To Reserve Shelf Reserve Details **Cancel Reserve**
- Aguilar, Alejandro "Alex"

Barcode: 401769

Date Reserved: 01/29/2021 02:14:45PM

Pick-Up At: Book Trailer

Check Out To Patron Review Patron Add To Reserve Shelf Reserve Details Cancel Reserve

Legend:

- Move Up
- Move Down
- Reorder To Front
- Reorder To Back

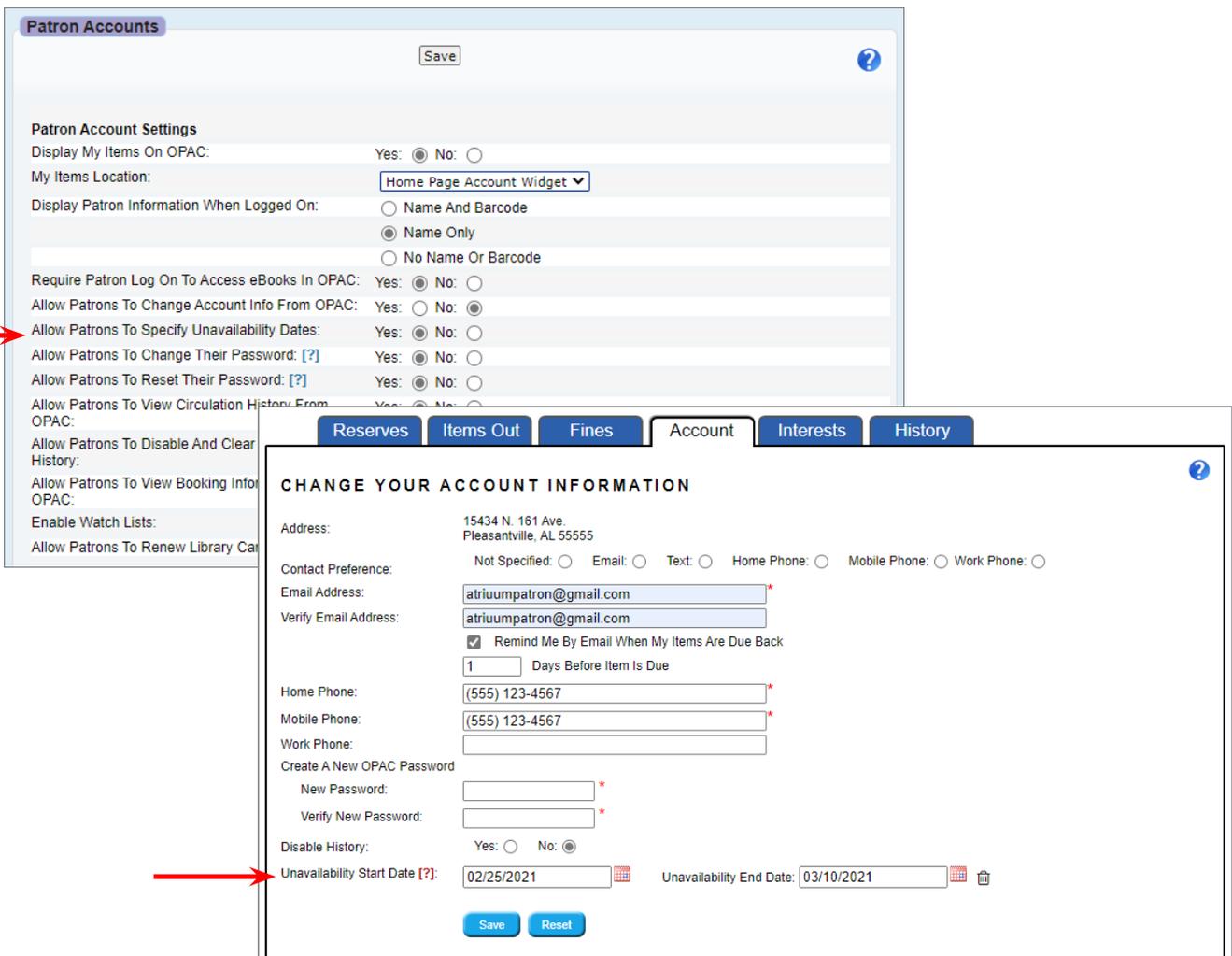
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Patron Unavailability Dates

If you want to allow patrons to indicate a time frame they will be unable to claim reserves, you can enable or disable this option to allow them to edit this information from **OPAC** (currently only in **Canvas** interface).

To change the setting

1. Click **Administration** from Atrium's **Menu Bar**, and then click **OPAC**.
2. Click **Patron Accounts**.
3. Next to **Allow Patrons To Specify Unavailability Dates**:, click **Yes** to show the option in **My Items**, or click **No** to hide it.
4. Click **Save**.



The image shows two screenshots. The top screenshot is the 'Patron Accounts' settings page. It has a 'Save' button at the top right. Under 'Patron Account Settings', there are several options with radio buttons for 'Yes' and 'No'. The option 'Allow Patrons To Specify Unavailability Dates:' is highlighted with a red arrow pointing to the 'Yes' radio button. Other options include 'Display My Items On OPAC:', 'My Items Location:', 'Display Patron Information When Logged On:', 'Require Patron Log On To Access eBooks In OPAC:', 'Allow Patrons To Change Account Info From OPAC:', 'Allow Patrons To Change Their Password:', 'Allow Patrons To Reset Their Password:', 'Allow Patrons To View Circulation History From OPAC:', 'Allow Patrons To Disable And Clear History:', 'Allow Patrons To View Booking Info OPAC:', 'Enable Watch Lists:', and 'Allow Patrons To Renew Library Car...'. The bottom screenshot is the 'CHANGE YOUR ACCOUNT INFORMATION' page in the OPAC interface. It has tabs for 'Reserves', 'Items Out', 'Fines', 'Account', 'Interests', and 'History'. The 'Account' tab is selected. The page contains fields for 'Address', 'Contact Preference', 'Email Address', 'Verify Email Address', 'Home Phone', 'Mobile Phone', 'Work Phone', 'Create A New OPAC Password', 'Disable History', and 'Unavailability Start Date' and 'Unavailability End Date'. A red arrow points to the 'Unavailability Start Date' field, which is set to 02/25/2021, and the 'Unavailability End Date' field, which is set to 03/10/2021. There are 'Save' and 'Reset' buttons at the bottom.

Options display on the **Account** tab of **My Items**. This feature will be available in the new **Gallery OPAC** interface next cycle.

What's New in Atrium 14 - 14.2

List of High Demand Items

If your library processes a lot of reserves, it may be helpful to know which items are most frequently requested. A new report allows you to see the most in demand items so you can determine if you need to purchase more copies.

To view the List Of High Demand Items report

1. Click **Reports** from Atrium's **Menu Bar**; under **Administration**, click **Standard/Saved**.
2. Click **List Of High Demand Items**.
3. The report opens in a new window, displaying reserved items in descending order based on the **Reserves Ratio**.

The **Reserves Ratio** is calculated by comparing the number of reserves to the number of active holdings in the database. The higher the number, the longer the predicted wait will be for this item. By default, the report shows any items with ratios of **2** or higher; to narrow your results, edit the report to increase this number.

List Of High Demand Items

Report Results For: Reserves Ratio is greater than or equal to "2"
 10 Result(s) Found.
 Displaying Results 1 - 10

[Edit This Report](#)
[Email Report](#)
[Printable Version](#)
[Export MARC Records](#)
[Export Report As CSV](#)
[Export Report As Text](#)
[Export Options](#)

Action	Line #	Title	Author's Name	ISBN	Material Type	Reserves Ratio
Review 1		Devoted	Koontz, Dean R.	9781542019507 1542019508 9781542019514 1542019516	Book	10
Review 2		Finding ashley : a novel	Steel, Danielle	9781984821461 9780764235672 0764235672	Book	8
Review 3		Unyielding hope	Oke, Janette,	9780764235108 0764235109	Book	4
Review 4		Later	King, Stephen	9781789096491 1789096499	Book	4
Review 5		The drowning kind	McMahon, Jennifer,	9781982153922 9781982153939	Book	4
Review 6		Sooley : a novel	Grisham, John	9780385547680	Book	3
Review 7		Tenet	Christopher Nolan, director		Blu-ray	2
Review 8		The beautiful mystery	Penny, Louise.	9780312655464 0312655460	Book	2
Review 9		Vertigo 42 : a Richard Jury mystery	Grimes, Martha.	9781476724027	Book	2
Review 10		Flat Stanley : his original adventure	Brown, Jeff,	9780060097912 (pbk.) 0060097914 (pbk.)	Book	2

[Edit This Report](#)
[Email Report](#)
[Printable Version](#)
[Export MARC Records](#)
[Export Report As CSV](#)
[Export Report As Text](#)
[Export Options](#)

Save Report Template For Quick Generation

Template Name:
 Replace Existing Template:

Library

Additional Custom Item Status Options

You can use custom item status to indicate whether an item is available for reserves and for circulation. For example, you might want items ***In Repair*** to be reservable because you expect the item to return, but you might not want to allow reserves for ***Claims Returned*** items since it is unlikely the copy will be available any time soon.

Similarly, you may want to block items from circulation if they are unavailable for check out but the records cannot be deleted for administrative reasons; for example ***Damaged*** items might have outstanding fines that need to be resolved before the record can be deleted.

1. Go to **Administration/Circulation/Custom Item Status**.
2. Click **Edit** next to the status you need to modify.
3. Next to **Allow Reserve**, click **Yes** or **No** to allow or block reserves for items with this status.
4. Next to **Block From Circulation**, click **Yes** or **No** to block or allow circulation for items with this status; an error during check out can be overridden with the correct supervisor permission.
5. Click **Save**.

Edit Custom Item Status ?

Name:

Description:

Include In OPAC: Yes No

Allow Reserve: Yes No

Block From Circulation: Yes No

What's New in Atrium 14 - 14.2

Action Items Options

Changes have been made to the **Action Items** (Clipboard) form for greater efficiency; workers can also choose which messages they need to receive.

Action Items can be sorted by **Date** or **Type** by clicking on the column headers. You can click the **Print** icon in the upper right to generate a hard copy of the messages.

Action Items		
Date	Type	Message
<input type="checkbox"/> ! Apr 8, 2022 9:29 AM	Shelf Removal	Remove item 00003324 from Reserve Shelf for Patron Aguilar, Alejandro "Alex" (...
<input type="checkbox"/> ! Apr 8, 2022 9:28 AM	Temporary Patron	A new patron has been automatically approved. Click here to review the Patron ...
<input type="checkbox"/> ! Apr 8, 2022 9:27 AM	Reserve Shelf	Place on Reserve Shelf: Title: The Truth Commission : a novel Call Number: FIC ...
<input type="checkbox"/> ! Apr 8, 2022 9:26 AM	Reserve Shelf	Place on Reserve Shelf: Title: Tell the wolves I'm home : a novel Call Number: FI...
<input type="checkbox"/> ! Apr 8, 2022 9:24 AM	Reserve Shelf	Place on Reserve Shelf: Title: When I found you Call Number: FIC Hyd Physical ...

To establish worker settings

1. Click **Administration/Library/Worker Settings**.
2. Next to each message type, select **Yes** or **No** to show or hide these messages.
3. Click **Save**.

Message Settings For Action Items		
Show New Reserve:	Yes: <input checked="" type="radio"/>	No: <input type="radio"/>
Show Reserve Shelf:	Yes: <input checked="" type="radio"/>	No: <input type="radio"/>
Show Reserve Shelf Removal:	Yes: <input checked="" type="radio"/>	No: <input type="radio"/>
Show Temporary Patrons:	Yes: <input checked="" type="radio"/>	No: <input type="radio"/>

What's New in Atrium 14 - 14.2

Default Number of Days for Patron Emails

When you add a new patron record, you can select their preferences for receiving notices for items due soon. To speed up new patron entry, you can establish a default number of days in advance to send reminder emails; this value will be applied to all new patron records, saving you time.

To edit the setting

1. Click **Administration/Patrons/Patron Settings**.
2. In the **Automatic Patron Notifications** section, next to **Email Patron Before Item Is Due**, enter a default number of days in advance to send reminders.
3. Click **Save**.

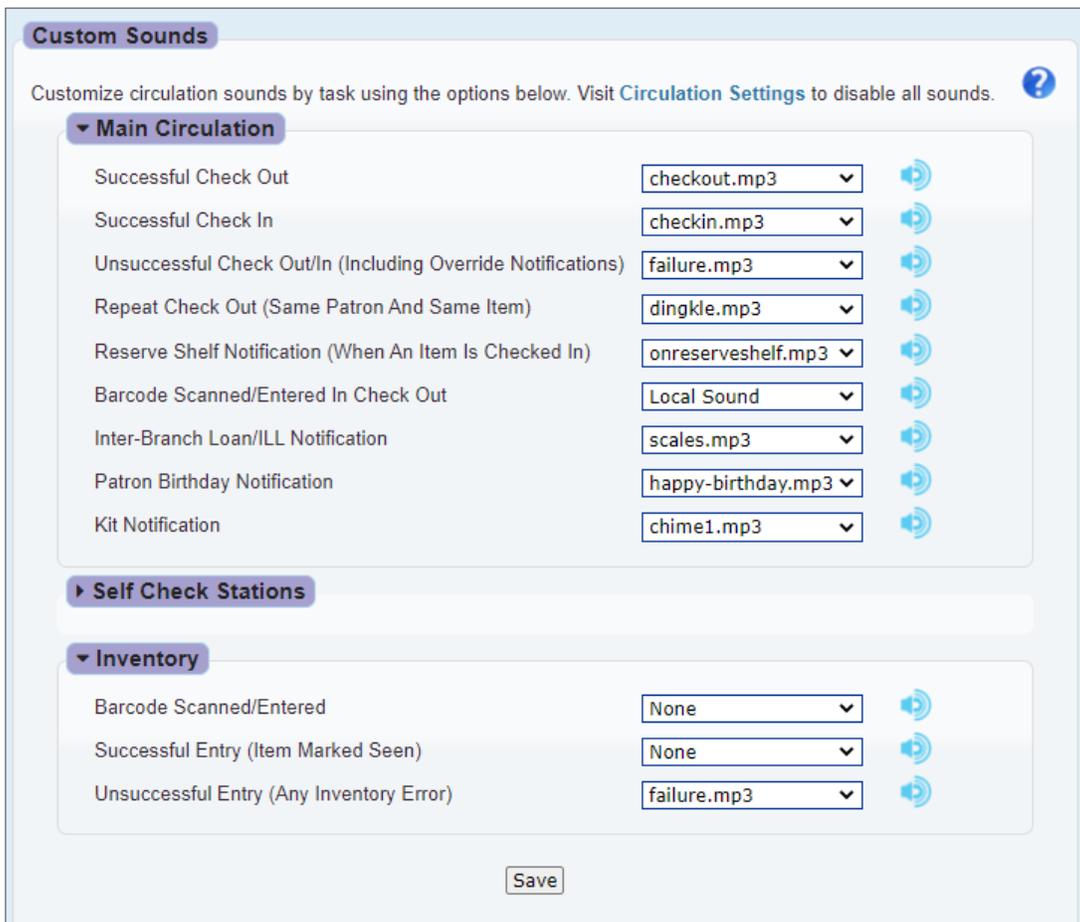
Automatic Patron Notifications	
Enable Mobile Phone Text Messaging To Patrons:	Yes: <input checked="" type="radio"/> No: <input type="radio"/>
Send Patron Emails Using Custom Delivery Time (Server Setting):	Yes: <input type="radio"/> No: <input checked="" type="radio"/>
Email Patron Before Item Is Due:	<input type="text" value="3"/> Default Number Of Days
Email Patron As Soon As Item Is Overdue:	Yes: <input checked="" type="radio"/> No: <input type="radio"/>
Resend Overdue Warning To Patron In:	<input type="text" value="3"/> Days
Perpetually Send Overdue Emails:	Yes: <input checked="" type="radio"/> No: <input type="radio"/>
Email Patron When Item Is Marked Lost:	Yes: <input checked="" type="radio"/> No: <input type="radio"/>
Email Patron When Card Expires Within:	<input type="text" value="7"/> Days

Inventory Custom Sounds

During inventory, staff can be audibly alerted of transaction statuses. By default, a sound will play when errors occur. You can also enable sounds for successful barcode entries and scans (items marked seen).

To enable custom sounds

1. Go to **Administration/Library/Custom Sounds**.
2. Click the purple header to expand the **Inventory** section.
3. Click each drop-down button, and click again to select a file from the list, or select **Upload Local Sound** to upload an .mp3 or .wav file from your computer.
4. When you are satisfied with your selections, click **Save**.



Custom Sounds ?

Customize circulation sounds by task using the options below. Visit [Circulation Settings](#) to disable all sounds.

▼ Main Circulation

Successful Check Out	checkout.mp3	🔊
Successful Check In	checkin.mp3	🔊
Unsuccessful Check Out/In (Including Override Notifications)	failure.mp3	🔊
Repeat Check Out (Same Patron And Same Item)	dinkle.mp3	🔊
Reserve Shelf Notification (When An Item Is Checked In)	onreserveshelf.mp3	🔊
Barcode Scanned/Entered In Check Out	Local Sound	🔊
Inter-Branch Loan/ILL Notification	scales.mp3	🔊
Patron Birthday Notification	happy-birthday.mp3	🔊
Kit Notification	chime1.mp3	🔊

▶ Self Check Stations

▼ Inventory

Barcode Scanned/Entered	None	🔊
Successful Entry (Item Marked Seen)	None	🔊
Unsuccessful Entry (Any Inventory Error)	failure.mp3	🔊

Save

What's New in Atrium 14 - 14.2

Finalize Inventory Worker Permission

Staff may assist with scanning items to mark them seen during inventory if they have the **Perform Inventory** permission. A new permission, **Finalize Inventory**, allows select workers to complete the inventory, marking outstanding unseen items as lost and triggering fines.

To enable the worker permission

1. Click **Administration/Library/Worker Records**, and click **Edit** for the worker or worker group you need to modify.
2. In the **Material Related Permissions** section, next to **Finalize Inventory**, click the empty check box to enable the permission.
3. Click **Save**.



	Enabled
Add New Bibliographic Records	<input checked="" type="checkbox"/>
Add New Brief Records	<input checked="" type="checkbox"/>
Add New Holdings Records	<input checked="" type="checkbox"/>
Change Custom Item Status	<input checked="" type="checkbox"/>
Delete Bibliographic Records	<input checked="" type="checkbox"/>
Delete Holdings Records	<input checked="" type="checkbox"/>
Edit Bibliographic Records	<input checked="" type="checkbox"/>
Edit Holdings Records	<input checked="" type="checkbox"/>
Finalize Inventory	<input type="checkbox"/>
Import Authority Records	<input checked="" type="checkbox"/>
Mark Items Lost/Found	<input checked="" type="checkbox"/>
Perform Inventory	<input checked="" type="checkbox"/>

Select All Deselect All

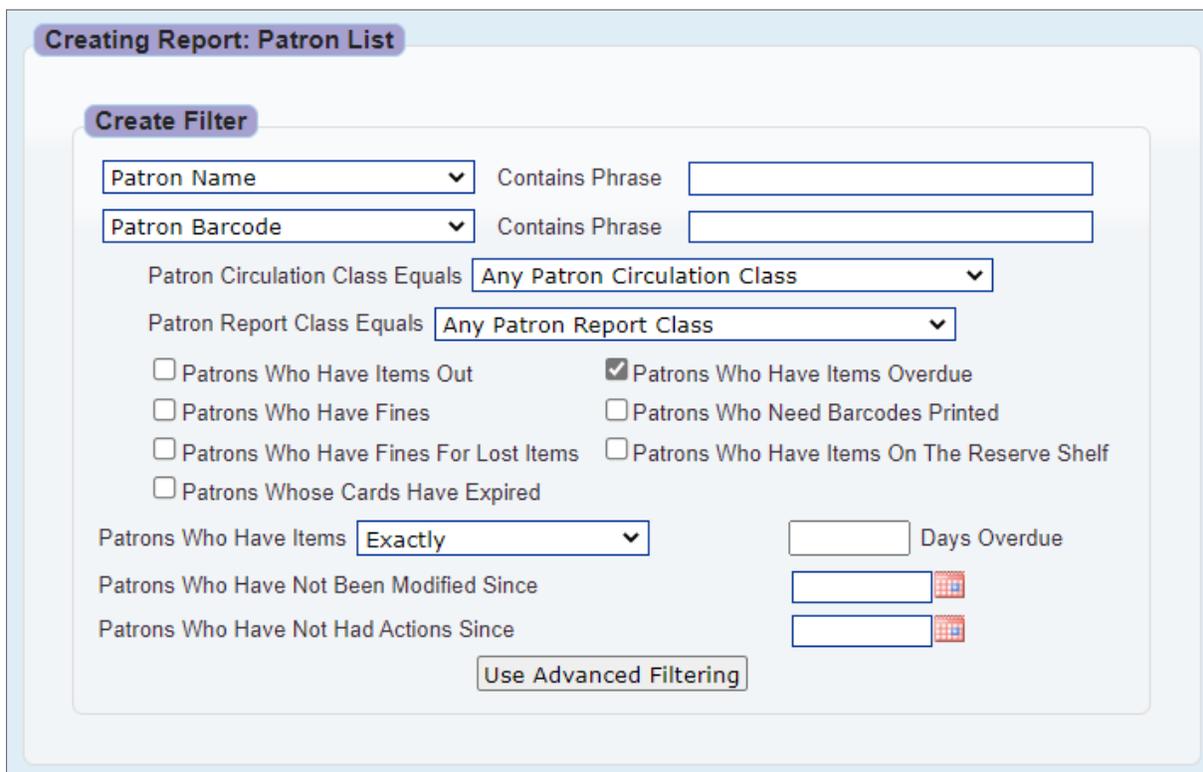
Reports

Days Exactly Overdue Filter

If you send out overdue form letters to your patrons when items are a specific number of days overdue, we have created a qualifier in our reports to make that easier to do.

To create a filter

1. Go to **Reports/Patrons/Patron List**.
2. Click to select the check box for **Patrons Who Have Items Overdue**.
3. Next to **Patrons Who Have Items X Days Overdue**, click the drop-down list, and click again to select **Exactly**. Enter a number of days that items are past due.
4. Click **Generate Report** to view the filtered results.



Creating Report: Patron List

Create Filter

Patron Name Contains Phrase

Patron Barcode Contains Phrase

Patron Circulation Class Equals

Patron Report Class Equals

Patrons Who Have Items Out Patrons Who Have Items Overdue

Patrons Who Have Fines Patrons Who Need Barcodes Printed

Patrons Who Have Fines For Lost Items Patrons Who Have Items On The Reserve Shelf

Patrons Whose Cards Have Expired

Patrons Who Have Items Days Overdue

Patrons Who Have Not Been Modified Since

Patrons Who Have Not Had Actions Since

Covid-19 and your Library

Libraries are adapting to these uncertain times to continue serving their patrons and communities. We appreciate what you do!

Our new **Quarantine** feature (described on the next page) allows you to automatically delay pickup notifications if you are isolating items temporarily before returning them to circulation.

Other features that can assist your library at this time in Atrium include the following settings/options:

- **Temporary Approval of Library Cards** - You can allow patrons to register online and begin using the library and digital resources immediately without requiring an in-person application. To set this up, go to **Administration/OPAC/Library Registration Settings**.
- **Auto-renewal for Checked Out Items** - You can set up automatic renewals based on circulation rules to allow patrons to keep items longer, reducing physical trips to the library. Auto-renewals are automatic unless another patron has reserved the item and is waiting on it. To set this up, go to **Administration/Circulation/Circulation Rules**.
- **Additional Reserve Message For Auto Reserve Shelf Notifications** - You can add extra instructions for pickup notifications, such as a call-ahead number for curbside service. To set this up, go to **Administration/Circulation/Circulation Settings** and enter information in the message field.

What's New in Atrium 14 - 14.2

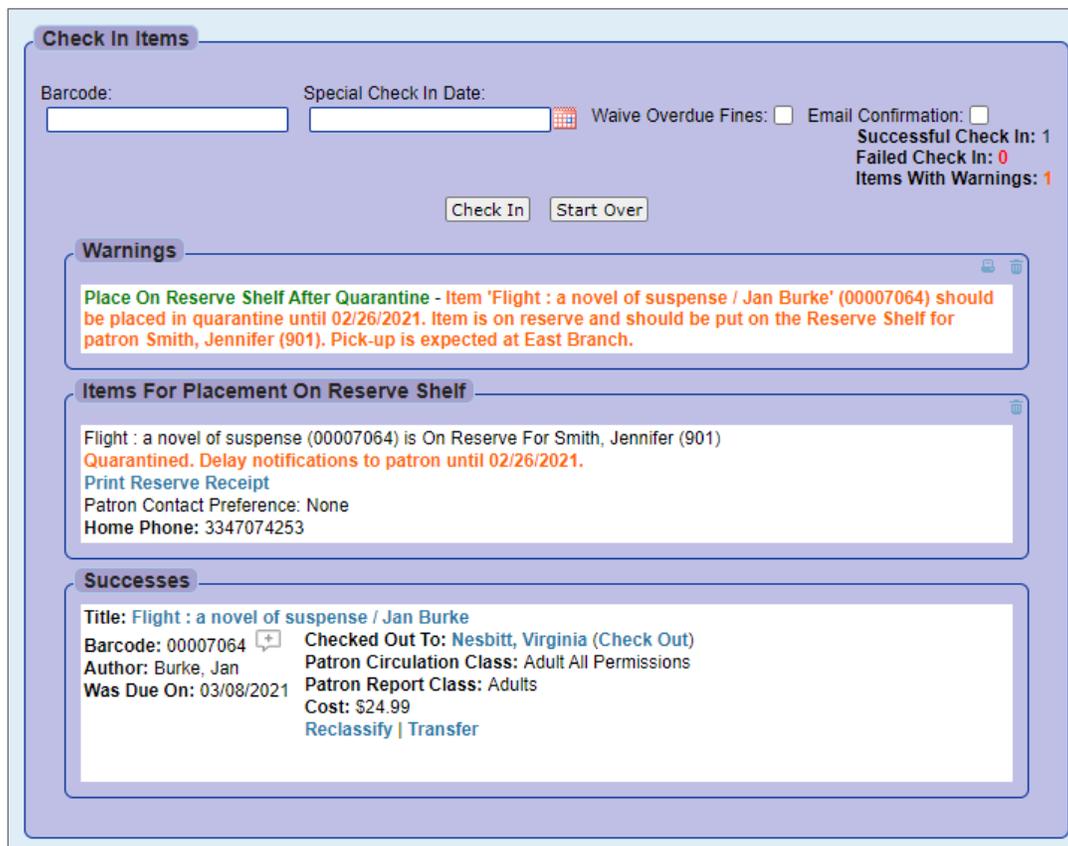
Item Quarantine Settings

If your library is quarantining items when they are returned as a public health precaution, you can use the Quarantine feature in Atrium to flag items that are in quarantine and delay pickup notifications. Once the quarantine period is expired, the notifications are sent out according to your preexisting settings.

To establish Item Quarantine Settings

1. Click **Administration** from Atrium's **Menu Bar**, and then click **Circulation**.
2. Click **Item Quarantine Settings**.
3. Click **Yes** next to **Enable Item Quarantine**.
4. Enter a number of days to quarantine items.
5. By default, **In Quarantine** is the delivered custom item status used to indicate quarantined items; if needed, click the drop-down button, and click again to make a different selection.
6. Click **Save Changes**.

When items are checked in, their status is updated, and messages alert you to quarantine the item.



Check In Items

Barcode: Special Check In Date:  Waive Overdue Fines: Email Confirmation:

Successful Check In: 1
Failed Check In: 0
Items With Warnings: 1

Warnings

Place On Reserve Shelf After Quarantine - Item 'Flight : a novel of suspense / Jan Burke' (00007064) should be placed in quarantine until 02/26/2021. Item is on reserve and should be put on the Reserve Shelf for patron Smith, Jennifer (901). Pick-up is expected at East Branch.

Items For Placement On Reserve Shelf

Flight : a novel of suspense (00007064) is On Reserve For Smith, Jennifer (901)
Quarantined. Delay notifications to patron until 02/26/2021.
[Print Reserve Receipt](#)
Patron Contact Preference: None
Home Phone: 3347074253

Successes

Title: Flight : a novel of suspense / Jan Burke
Barcode: 00007064  Checked Out To: Nesbitt, Virginia (Check Out)
Author: Burke, Jan Patron Circulation Class: Adult All Permissions
Was Due On: 03/08/2021 Patron Report Class: Adults
Cost: \$24.99
[Reclassify](#) | [Transfer](#)

What's New in Atrium 14 - 14.2

Quarantine in Atrium

This special status displays in Atrium and **OPAC** to keep staff and patrons apprised of items' current condition. You can also generate a report of quarantined items for maintaining your **Reserve Shelf**.

Use the **List Of Items In Quarantine** report (Standard/Saved Reports) to see what items are currently isolated.

List Of Items In Quarantine

Report Results For: Custom Item Status equals "In Quarantine"
63 Result(s) Found.
Displaying Results 1 - 12

[Edit This Report](#) [Email Report](#) [Printable Version](#) [Export MARC Records](#) [Export Report As CSV](#) [Export Report As Text](#) [Export Options](#)

1 [2] [3] [4] [5] [6] Next > (Total Pages: 6) [Jump To](#)

Action	Line #	Call Number	Holdings Barcode	Title	Current Location	Quarantine End Date	On Reserve Shelf
Review 1	FIC Bur	00007064		Flight : a novel of suspense	East Branch	02/26/2021	true
Review 2	FIC Chr	00000032		The Body in the Library : A Miss Marple Mystery	East Branch	02/28/2021	true
Review 3	FIC Ham	00000752		Return of the thin man	East Branch	02/28/2021	true
Review 4	FIC Kru	00001036		Ordinary grace : a novel	East Branch	02/28/2021	true
Review 5	FIC Pat	00003659		Unlucky 13	East Branch	02/28/2021	true
Review 6	FIC Ste	00002911		The Cairo affair	East Branch	02/28/2021	true
Review 7	FIC Lan	00000582		Defending Jacob : a novel	East Branch	02/28/2021	false
Review 8	FIC Lac	00002921		The ice princess : a novel	East Branch	02/28/2021	false
Review 9	FIC Bol	00003186		Sacrifice	East Branch	02/28/2021	false
Review 10	FIC Bol	00003821		Awakening	East Branch	02/28/2021	false
Review 11	FIC Ull	00003830		The cold song	East Branch	02/28/2021	false
Review 12	823.92 Mor	00005049		Big little lies	East Branch	02/28/2021	true

[2] [3] [4] [5] [6] Next > (Total Pages: 6) [Jump To](#)

[Printable Version](#) [Export MARC Records](#) [Export Report As CSV](#) [Export Report As Text](#)

For Quick Generation

Replace Existing Template: [Save Template](#)

Reclassify Items

Items:

Change Item Circulation Class

Change Item Report Class

Change Branch

Change Physical Location

Change Age Group

Change Material Type

Change Condition

Change Custom Item Status

Hide Items From OPAC

Do Not Transfer

Circulation

Fiction

Main Library

Main Stacks

Adult

Book

New

In Quarantine

No, Display In OPAC

No, Allow Transfers

[Add](#) [Lookup](#) [Filter](#)

Use the **Reclassify Items** form to update item status in bulk.

Use the **Reserve Shelf** to manage quarantined items on reserve for the next patron.

Patron: Nesbitt, Virginia (401643) Delete:

Title: **Unlucky 13** [Re-Print Reserve Receipt](#)

Author: Patterson, James, [Email/Text Patron That Items Are Available](#)

Barcode: 00003659 [Return To Reserves](#)

Contact Preference: Text

Placed On Shelf: 02/25/2021 01:01:31PM

Quarantined. Delay notifications to patron until 02/28/2021.

Pick Up At: East Branch [Change Pickup Location](#)

Comment: Reserved from OPAC by patron Nesbitt, Virginia (401643) [Remove From Quarantine](#)

[Save Changes](#)

My Items

PATRON: NESBITT, VIRGINIA

You Have 1 Items Waiting In Quarantine
You Have 5 Items Reserved
You Owe \$4.00 In Fines/Fees
You Have 5 Bookbags
You Have 15 Watch List Items
You Have 4 Community Posts

Reserves **Items Out** Fines Account Interests History

YOU HAVE NO ITEMS WAITING FOR PICK UP

YOUR ITEMS WILL BE READY SOON (CURRENTLY QUARANTINED)

Unlucky 13
Author: Patterson, James,
Barcode: 00003659
Quarantined Until: 02/28/2021
Call Number: FIC Pat

In Quarantine item in Canvas My Items

Catalog **OverDrive** Hoopla Community

1. Call Numbers: FIC Pat
Unlucky 13
by Patterson, James, - 2014. - Copies: 0 of 1 available

The women's murder club.

The Women's Murder Club is stalked by a killer with nothing to lose. San Francisco Detective Lindsay Boxer is loving her life as a new mother. With an attentive husband, a job she loves, plus best friends who can talk about anything from sex to murder, things couldn't be better. Then the FBI sends Lindsay a photo of a killer from her past, and her happy world is shattered. The picture captures a beautiful woman at a stoplight. But all Lindsay sees is the psychopath behind those seductive eyes: Mackie Morales, the most deranged and dangerous mind the Women's Murder Club has ever encountered. In this pulse-racing, emotionally charged novel by James Patterson, the Women's Murder Club must find a killer--before she finds them first.

In Quarantine (at East Branch)

In Quarantine item in Canvas OPAC