

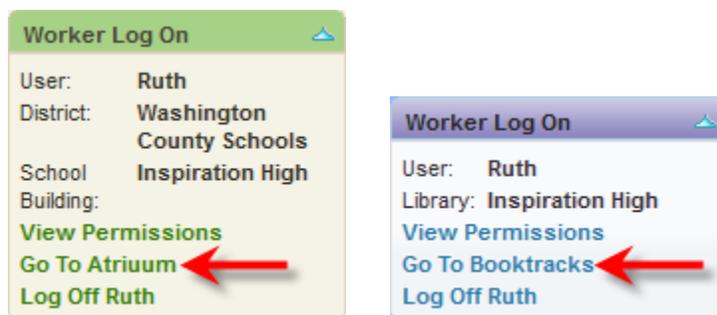
Atrium and Booktracks Asset Management Integration

Schools can benefit by using both Atrium and Booktracks since the two products offer similar interfaces and integrated features. Users can easily work in both and cross-reference important data. Specifically, you can do any of the following:

- Switch between the two products
- Provide a single file with student data to populate both databases
- View students' circulation information from either product
- Allow students to see both library items and assets/equipment they have checked out when they log on to Atrium's **OPAC**.

Switching between Products

Atrium and Booktracks offer a **Common Log On** feature, allowing you to open and work in both products simultaneously without having to log on/off. Settings must be configured, and workers must have accounts in both. Then you can log on and use links (pictured below) to open the other database.



Uploading Patron Data

Both Atrium and Booktracks offer **Automatic Patron Imports**, meaning you can provide a single file of data from your student database that can be imported into both. Once this is set up, it will automatically update as needed.

The image shown here is for reference only; with automatic importing set up, you do not have to manually upload files or set up rules.

Patron Import

Below is a preview of the first line of the import file based on the delimiters entered, followed by the rules that have been set up to import into Booktracks.

Preview Of Record 1

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8
4250259	Adams, Jenny S	Elementary School Students	Inspiration Elementary	8684 Meadow Circle	Jefferson	AL	55555

Patron Import Rules

#	Rule For Field	Preview	Column	Operations
1	Patron Barcode	4250259	1	[Edit] [Delete]
2	Patron Name	Adams, Jenny S	2	[Edit] [Delete]
3	Loan Permission	Elementary School Students	3	[Edit] [Delete]
4	Teacher-Student Report Class	Inspiration Elementary	4	[Edit] [Delete]
5	Address	8684 Meadow Circle	5	[Edit] [Delete]
6	City	Jefferson	6	[Edit] [Delete]
7	State	AL	7	[Edit] [Delete]
8	ZIP Code	55555	8	[Edit] [Delete]
9	Email Address	jsadams@mail.com	9	[Edit] [Delete]
10	Home Phone	(555) 555-8686	10	[Edit] [Delete]
11	Homeroom	Ms. Walker	11	[Edit] [Delete]

Viewing Outstanding Items and Fines/Fees

Customers can retrieve students' circulation information from Booktracks when they are working in Atrium and vice versa if the **Common Log On** feature is set up and each student has a matching **Patron Link Identifier** (Atrium) and **Student Link** (Booktracks). The **Patron Information** form includes a link allowing you to open a pop-up listing of all outstanding items checked out and any fines/fees the student currently owes in each database.

Patron Information	Patron Information
<p>Name: Anderson, Becky </p> <p>Barcode: 1625381</p> <p>Teacher-Student Report Class: Inspiration High</p> <p>Loan Permission: High School Students</p> <p>Grade Level: 09</p> <p>Total Items Out: 4</p> <p>Total Amount Due: \$0.00</p> <p>Projected Late Fine: \$0.00</p> <p>Credit: \$0.00 Modify Credit</p> <p>Edit This Patron</p> <p>Check Out Items To This Patron</p> <p>Assess Fines For This Patron</p> <p>Assess Fees For This Patron</p> <p>Print Patron's Circulation Receipt</p> <p>Email Patron's Circulation Receipt</p> <p>Pay Fines For This Patron</p> <p>History For This Patron</p> <p>Display Atrium Circulation Information</p> <p>Print Patron's Fines Paid Today</p> <p>Email Patron's Fines Paid Today</p>	<p>Name: Anderson, Becky </p> <p>Barcode: 00000033</p> <p>Patron Report Class: Students</p> <p>Patron Circulation Class: Student</p> <p>Total Items Out: 3</p> <p>Total Amount Due: \$2.50</p> <p>Projected Late Fine: \$0.00</p> <p>Credit: \$0.00 Modify Credit</p> <p>Card Expires: 05/31/2016</p> <p>Edit This Patron</p> <p>Check Out Items To This Patron</p> <p>Assess Fines For This Patron</p> <p>Assess Fees For This Patron</p> <p>Reserve Items For This Patron</p> <p>Print Patron's Circulation Receipt</p> <p>Pay Fines For This Patron</p> <p>History For This Patron</p> <p>Display Booktracks Circulation Information</p> <p>Patron Reviews/Ratings</p> <p>Print Patron's Fines Paid Today</p> <p>Watch List Terms For This Patron</p>

Circulation Information - Google Chrome

Circulation Information

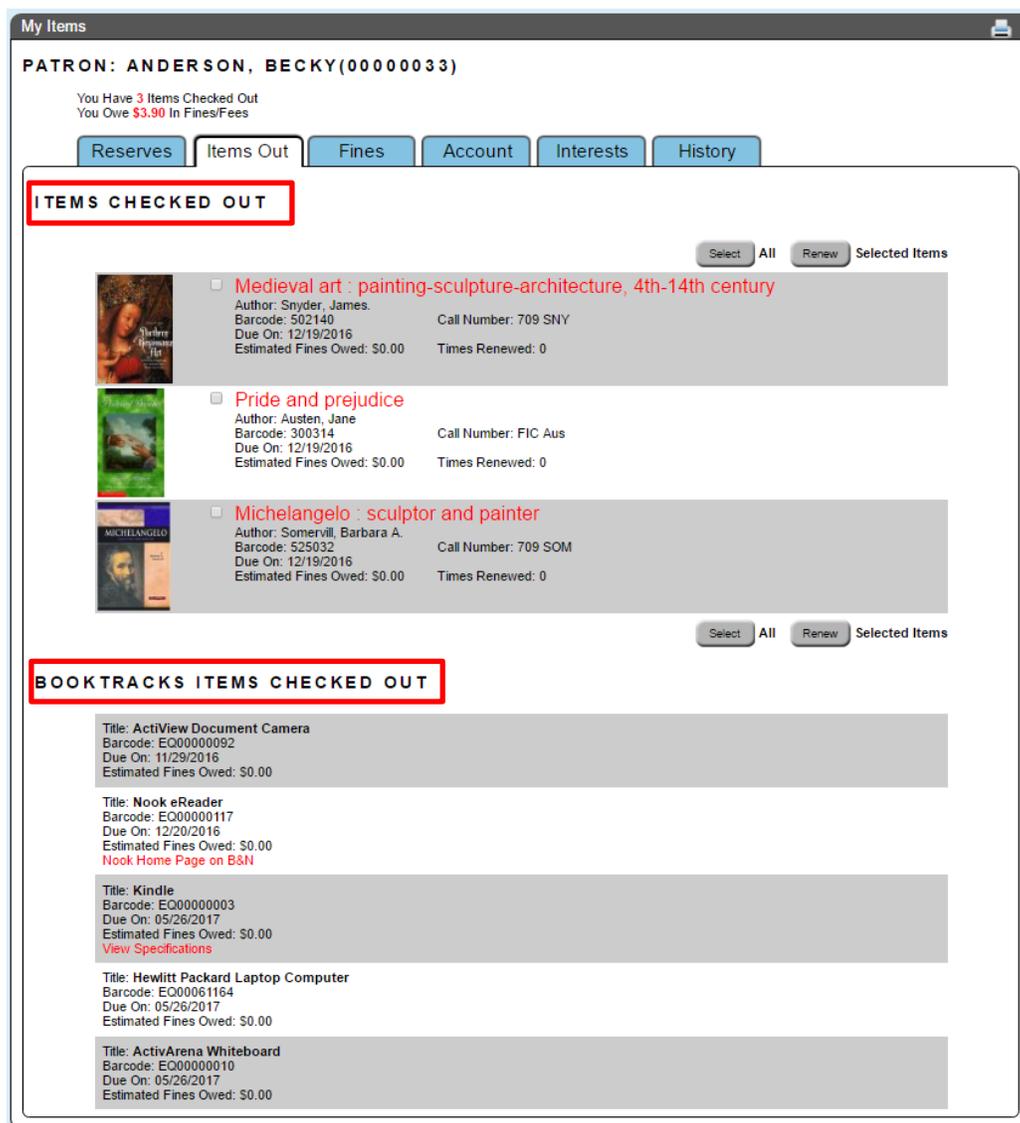
Booktracks : Washington County Schools
 Anderson, Becky (1625381)
 Items checked out:
 Nook eReader (EQ00000117)
 Kindle (EQ00000003)
 Hewlett Packard Laptop Computer (EQ00061164)
 ActivArena Whiteboard (EQ00000010)
 ActiView Document Camera (EQ00000092)

Atrium : Main Street High School
 Anderson, Becky (00000033)
 Total fines: \$3.90
 0.70 Medieval art : painting-sculpture-architecture, 4th-14th century (502140)
 3.20 Michelangelo : sculptor and painter (525032)
 No items checked out.

Allowing Students to see All Items in Atrium OPAC

When students log on to their **My Items** account in Atrium's **OPAC**, they can see both the items that they checked out from the library *and* any assets/equipment they have checked out in Booktracks. When **Common Log On** is set up and the student record is in both databases, all you need to do is enable a related setting to see Booktracks circulation.

On the **Items Out** tab in **My Items**, there is an **ITEMS CHECKED OUT** section for library resources and a **BOOKTRACKS ITEMS CHECKED OUT** section for assets/equipment.



My Items

PATRON: ANDERSON, BECKY(00000033)

You Have 3 Items Checked Out
You Owe \$3.90 In Fines/Fees

Reserves | **Items Out** | Fines | Account | Interests | History

ITEMS CHECKED OUT

Select All Renew Selected Items

- Medieval art : painting-sculpture-architecture, 4th-14th century**
 Author: Snyder, James.
 Barcode: 502140 Call Number: 709 SNY
 Due On: 12/19/2016
 Estimated Fines Owed: \$0.00 Times Renewed: 0
- Pride and prejudice**
 Author: Austen, Jane
 Barcode: 300314 Call Number: FIC Aus
 Due On: 12/19/2016
 Estimated Fines Owed: \$0.00 Times Renewed: 0
- Michelangelo : sculptor and painter**
 Author: Somerville, Barbara A.
 Barcode: 525032 Call Number: 709 SOM
 Due On: 12/19/2016
 Estimated Fines Owed: \$0.00 Times Renewed: 0

Select All Renew Selected Items

BOOKTRACKS ITEMS CHECKED OUT

- Title: ActiView Document Camera
 Barcode: EQ00000092
 Due On: 11/29/2016
 Estimated Fines Owed: \$0.00
- Title: Nook eReader
 Barcode: EQ00000117
 Due On: 12/20/2016
 Estimated Fines Owed: \$0.00
[Nook Home Page on B&N](#)
- Title: Kindle
 Barcode: EQ00000003
 Due On: 05/26/2017
 Estimated Fines Owed: \$0.00
[View Specifications](#)
- Title: Hewlett Packard Laptop Computer
 Barcode: EQ00061164
 Due On: 05/26/2017
 Estimated Fines Owed: \$0.00
- Title: ActivArena Whiteboard
 Barcode: EQ00000010
 Due On: 05/26/2017
 Estimated Fines Owed: \$0.00