

Atrium[®]

Atrium Inventory Resource

Introduction

Book Systems, Inc. provides the **Atrium Inventory Resource™ (AIR)** application for Android™ devices so that librarians can quickly and easily perform inventory from anywhere in the library without cumbersome cords or the need to be near outlets.

The app allows you to open any active inventory that you have already created on the administrative side of Atrium and mark those items seen.

This document lists the requirements for your mobile device(s) to work correctly with **AIR** and provides steps for installing and using the app.

AIR for Android

Review the following requirements to see if your device is compatible:

- Android version 4.0.3 or higher
- Most current version of Atrium
- Internet connection
- Built-in camera or scanner with auto-focus

Open the **Google Play™** store app. Search for **Atrium Inventory Resource**, and then tap the app from the results to view a page with images from the app, install options, overview information, requirements, etc.



Tap **INSTALL**. You may be prompted to give the app permission to access certain areas of your device; tap **ACCEPT**. You will see a **Downloading...** and **Installing...** message; when the process is finished, tap **OPEN**.



Configuration

To use **AIR**, you need to configure settings for the app to communicate with your Atrium database. If you plan to use a Bluetooth® scanner to capture item barcodes, you also need to be sure it is set up to work with your device. Both tasks are covered in the next sections.

AIR Settings

When you initially open the app using any device, a message displays letting you know you cannot log on until you configure settings. Tap the **SERVER SETTINGS** button, and then configure your options.



Atrium Inventory Resource

Some of the information you need displays in your Atrium URL (pictured below).

<http://samplelibrary.booksys.net/libs/SampleLibrary/LibrarianLogOn>

- **Server:** – Enter the main DNS or IP address for your Atrium. This is the first part of the address between the double slashes and the first single slash (highlighted in yellow in the image above).
- **Port:** – Enter or change the number as needed; depending on your connection type, you may see 80 or 443 (SSL).
- **Library:** – Enter the prefix for your library URL. This is the part of the address after “/libs/” (highlighted in blue in the image above).
- **SSL** – This setting is disabled by default. If your server is set up to use a secure connection, you must enable this by tapping the option or selecting it in the left pane and then tapping the check box (depending on your device).
- **Bluetooth** – This setting is disabled by default. If you will use a Bluetooth scanner, enable this by tapping the option or selecting it in the left pane and then tapping the check box (depending on your device). When enabled, **AIR** will automatically focus on each field, allowing you to quickly scan barcodes without additional steps.
- **Play Sounds** – By default, this setting is enabled so you can hear sounds for successful/unsuccessful transactions or warnings (depending on your version). If you prefer to disable this setting, either tap the option or select it in the left pane and then tap the check box (depending on your device).

When you are finished, tap your device’s back button, and do the following to log on:

- Enter your username and password in the first two fields. This is the same information you use to log on to the administrative side of Atrium.
-  Your worker record must have the following permissions enabled: **Log On, Perform Inventory, and Upload Data And Sync From Supplemental Tools.**
- Tap **Lookup Location** to set your location. If you have a **Centralized** database, a list of Branches displays; tap the location where you need to log on. If you have a **Distributed** database, the location is automatically set.
- If needed, tap **Log On**.

Bluetooth Scanner

The Bluetooth capability allows you to use a scanner to input barcodes and mark items seen in the inventory. To use this feature, enable Bluetooth on the device where **AIR** is installed, and pair it with your Bluetooth scanner. If your Bluetooth scanner does not automatically display as an available device for pairing, you may have to scan a barcode to make the scanner discoverable, tap a scan option on your mobile device to find available devices, or use other options depending on your particular situation. Refer to your scanner’s instructions to set this up.



If you do not have a Bluetooth scanner, you can also scan barcodes using your device’s built-in camera.

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AIR Features

Once you have settings configured for the app on your device, you can begin marking items seen. You can open any active inventory created in your Atrium, view the inventory details, mark items seen, and view details for the items. Items marked seen are dynamically updated in Atrium.

The image shows four screenshots of the AIR app interface with callouts explaining features:

- Inventory Listing:** A list of inventory categories: Biography, Fiction, Non-Fiction, and Whole Collection. Each category has an information icon (i) to its right. Callout: "Tap to view inventory details."
- Non-Fiction Inventory:** A screen showing "Last Activity" (05/05/2015 12:26:28PM), a "Filter" (Item Report Class equals "Non-Fiction"), and a summary table:

Seen	1251
Unseen	973
Lost	4
Total	2228

Callout: "Tap to open an inventory and mark items seen."
- Mark Item Seen Details:** A screen showing details for an item: "Setting up a tropical aquarium : week by week". Fields include Title, Barcode (00002864), Call Number (639.34 Thr), Status (In), Cost (14.00), Author (Thraves, Stuart), and Condition (Like New). Callout: "Tap to view item details."
- Non-Fiction Inventory (Detailed):** A screen showing a "SCAN BARCODE" button, a text input field "Scan or Enter Item Barcode to Mark Seen", and a summary table:

Seen:	Unseen:	Lost:	Total:
1253	971	4	2228

Below the table are two items with green checkmarks:
 - Koi : a handbook on keeping nishikigoi (00002860)
 - Setting up a tropical aquarium : week by... (00002864)Callout: "Tap to open a menu; tap again to view inventory details, check the order of your items, or log off."



This guide documents and illustrates features for using AIR with the latest version of Atrium; if you have not upgraded, you will see differences depending on your current version.

Product Support

If you have questions about AIR, please call Book Systems' Technical Support Staff at (888) 289-1216 or send an email to support@booksys.com. Business hours are Monday through Friday, 7 a.m. – 7 p.m. Central Standard Time.

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