



adlib

model applications 4.5
release notes

Axiell ALM Netherlands B.V.

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These release notes only describe the changes from 4.4 to 4.5.

1 Adlib Museum

1.1 Changes in packages and locations

In 4.4, the *location* and *packag* databases were merged into a single *location* database. This also meant that the 4.2 *Packages and Locations* data sources in Museum applications were merged into one *Locations* data source in 4.4, containing both locations and packages. In 4.5 this data source has been renamed to *Locations and containers*. (Also, most “package” field labels have been replaced by “container” field labels, the latter being more generic.)

Through the *Location or container* field you decide if you are going to enter a container or a location record. (Leave the field and the extra screen tab will appear.)

Identification	Location details	Linked objects	Management details
Identification Location or Container Name Barcode	location Shelf 1 10001		

Identification	Container details	Linked objects	Management details
Identification Location or Container Name Barcode	container Package1 p001		

In 4.4, the internal package hierarchy that was possible in 4.2 was replaced by the possibility to register a validated location (which can be an overpack as well) for the current package in the *Current location* box.

In 4.5 though, packages (well, containers) are included in the hierarchy which already existed for locations, realized through internal links. For this purpose the function of tag *t7* has been transferred to tag *te* (the *name* field) and the broader term link of the internal link for a container is now associated with tag *bt* (the *part_of* field) with link reference tag *lb* and the narrower term is associated with *nt* (the *part* field) with link reference tag *ln*, just like for a location.

In a location record you can edit or view the nearby hierarchy in the *Is part of* and *Includes part(s)* screen fields on the *Location details* tab.

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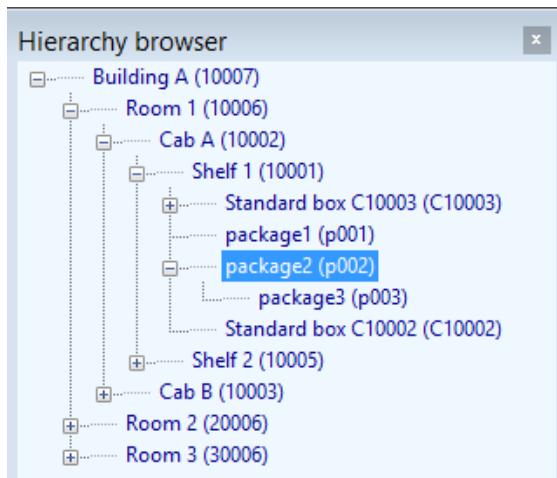
Identification	Location details	Linked objects	Management details
Identification Location or Container location Name Shelf 1 Barcode 10001 Description			
Location details Location type Level			
Location hierarchy Is part of Cab A Barcode 10002 location Includes part(s) Standard box C10003 Barcode C10003 container Includes part(s) package1 Barcode p001 container Includes part(s) package2 Barcode p002 container Includes part(s) Standard box C10002 Barcode C10002 container			

On the *Container details* tab on the other hand, the nearby hierarchy can be found in the (*Current location*) *Name* and (*Contains*) *Name* fields.

Identification	Container details	Linked objects	Management details
Identification Location or Container container Name package2 Barcode p002 Description			
Container details Container type Purchase date Expiry date Image Condition Recommendations Supplier Dimensions Type Value Unit			
Current location Name Barcode Location/package Shelf 1 10001 location Date 2014-04-10 Time 13:23 Executor fresen Notes			
Contains Name Barcode Location/package package3 p003 verpakking			

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The complete hierarchy of a container or location can be viewed in the hierarchy browser which can be opened from within the detailed display, using **F9**.



From within the object catalogues you can link to a location or container record as usual, on the *Location | Future movements* tab, but the link no longer points to the barcode (tag *vb*) of locations and containers but to their name (tag *te*). Also new is that the upward hierarchy of the entered location or container will be displayed underneath the relevant location field, even on the *Location history* tab. That way you'll know immediately where the object can be found.

Current location	
Current location name	Section SE 1
Building A/Room 3/Section SE 1	
Barcode	40007
Date	<input checked="" type="checkbox"/> 2014-04-03 <input type="button" value="Calendar"/> Time <input checked="" type="checkbox"/> 17:00 <input type="button" value="Time"/>

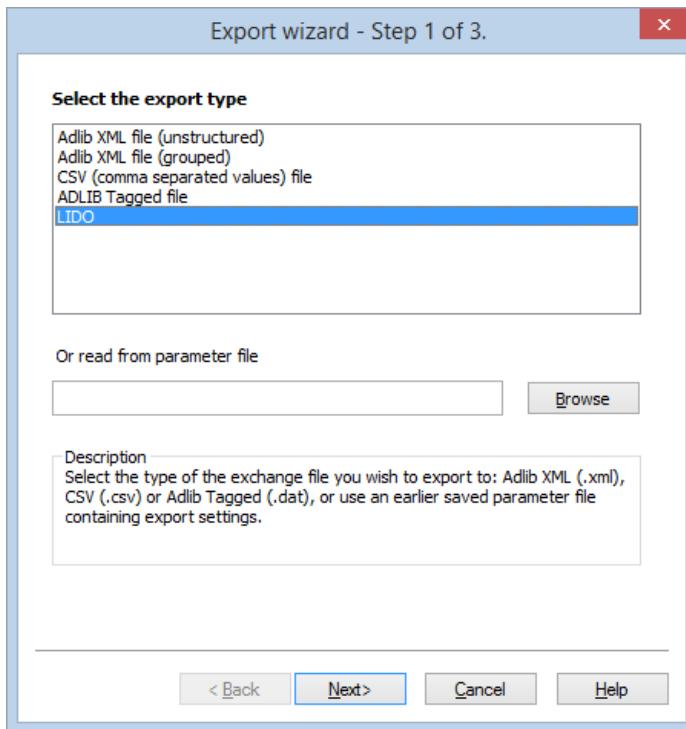
Conversely, existing links to object records can be viewed on the *Linked objects* tab in a package or location record. You cannot edit or add them here.

1.2 LIDO XML export format added

To the *Internal object catalogue* and the *External object catalogue* in Museum applications 4.5, the LIDO export format has been added. The LIDO format can be used for delivering your object data to Europeana, Deutsche Digitale Bibliothek, Museum Digital or some other cultural heritage portal. For more information about LIDO, see <http://www.lido-schema.org>.

The relevant XSLT stylesheet could already be downloaded from our website, [here](#), so you can easily set this export format up in older applications as well, using Adlib Designer (set the *XML type* property of the format to *Grouped*).

From within Adlib, select one or more records in either dataset, click *File > Export* and select *LIDO* in the *Export wizard* to export the records to a LIDO XML file.



Before you apply the export format you'll have to make two changes to the stylesheet first, to adjust the format to your situation. To do so, open the *adlibXML2LIDO.xslt* file (which can be found in the *\xslt*

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subfolder of your Adlib system) in a suitable text editor, like Notepad++ or Visual Studio, and look up the template displayed below. De example URLs

```
http://service.thecollectioncloud.com/wwwopacx/wwwopac.ashx  
?command=getcontent&server=images&imageformat=jpg&value=  
and  
http://service.thecollectioncloud.com/wwwopacx/wwwopac.ashx  
?command=getcontent&server=images&imageformat=jpg&width=100  
&height=100&value=
```

must then be replaced by URLs which have been set up in your system as the *Retrieval path* and *Thumbnail retrieval path* for the *reproduction.reference* field. In your application that field probably only contains the file name of the linked image, so that's why you'll have to provide the proper path or URL here in the stylesheet, to be pasted in front of the file name to be able to export the full URL. Note that here the URL must end with `value=` instead of `value=%data%`.

```
<xsl:template match="Reproduction">  
  <lido:resourceSet>  
    <lido:resourceID>  
      <xsl:attribute name="lido:type">local</xsl:attribute>  
      <xsl:value-of select="reproduction.reference/reference_number"/>  
    </lido:resourceID>  
    <lido:resourceRepresentation>  
      <xsl:attribute name="lido:type">full image</xsl:attribute>  
      <lido:linkResource>  
        <xsl:text disable-output-escaping="yes">&lt;![CDATA[</xsl:text>  
        <!-- Adjust URL prefix for correct path to image handler -->  
        <xsl:text disable-output-escaping="yes">&lt;![CDATA[http://service.thecollectioncloud.  
        <xsl:value-of select="reproduction.reference/reference_number"/>  
        <xsl:text disable-output-escaping="yes">&gt;]]&gt;</xsl:text>  
      </lido:linkResource>  
    </lido:resourceRepresentation>  
    <lido:resourceRepresentation>  
      <xsl:attribute name="lido:type">thumbnail</xsl:attribute>  
      <lido:linkResource>  
        <xsl:text disable-output-escaping="yes">&lt;![CDATA[</xsl:text>  
        <!-- Adjust URL prefix for correct path to image handler -->  
        <xsl:text disable-output-escaping="yes">&lt;![CDATA[http://service.thecollectioncloud.  
        <xsl:value-of select="reproduction.reference/reference_number"/>  
        <xsl:text disable-output-escaping="yes">&gt;]]&gt;</xsl:text>  
      </lido:linkResource>  
    </lido:resourceRepresentation>  
    <xsl:apply-templates select="reproduction.type[. != '' ]" />  
  </lido:resourceSet>  
</xsl:template>
```

1.3 Reproductions for exhibition records

To each record in the *Exhibitions* data source in 4.5, one or more images, movies or sound files can be linked on the new *Reproductions* tab. This allows you to register photos of the exhibition, for example. The *reproduction.reference* field (tag *FN*) links to the *media* database (previous called *photo*), like the *reproduction.reference* field in other databases links to *media* as well.

The screenshot shows the Adlib application's interface. At the top, there is a navigation bar with tabs: 'Exhibition details', 'Documentation', 'Linked objects', 'Reproductions' (which is currently selected and highlighted in blue), and 'Management details'. Below the navigation bar, there is a form for managing reproductions. The form includes fields for 'Reproduction Reference' (containing 'IMG_3147.jpg'), 'Type' (empty), 'Format' (empty), 'Date' (empty), and 'Notes' (empty). Below the form is a 'Media Viewer' window titled 'Media Viewer - 1 ...'. The viewer has tabs for 'Normal', 'Thumbnails', and 'Film'. The 'Normal' tab is selected, showing a photograph of two people standing behind a table with a laptop and flowers. The photograph is labeled 'IMG_3147.jpg' at the bottom left and '31.1 %' at the bottom right. The overall interface is clean and modern, typical of a museum management system.

1.4 Output formats for locations and containers

■ Bare and packaged objects by location

A new output format has been added to the *Location and containers* data source, called *Bare and packaged objects by location* (*BareAndPackagedObjectsByLocation.ada/bin*). It lists bare and packaged objects (not the packages themselves) per marked location record. All sub-locations of any marked location will be processed automatically, so it's best if your record selection doesn't include sub-locations of other marked locations. Of objects found at a sub-location of the marked location, or in a package, it won't be indicated that they were found in a package or at a sub-location: all objects present at the marked location(s), at its sub-locations or in packages, will be listed underneath each other in a single list.

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```
Bare and packaged objects by location
Date: 21/05/2014
Time: 17:15:46
Report run by: erik
-----
Selected location: Building A

Object: <no object name> (1131) - The Betrayal of Christ
Object: <no object name> (1106) - The Annunciation
Object: Photograph (1995/00030/g) - Self portrait (reflected in mirror)
Object: <no object name> (PD.52-1973) - An allegorical monument to Sir Isaac Newton
Object: <no object name> (2043) - Archbishop Laud
Object: <no object name> (1490) - The Magic Apple Tree
Object: <no object name> (1192) - Village festival in honour of St. Hubert and St. Ant
Object: <no object name> (2151) - Mary Magdalene at the Door of Simon the Pharisee
Object: <no object name> (119) - Virgin and Child with St John the Baptist
Object: <no object name> (2476) - The field of Waterloo
Object: <no object name> (2458) - The Old Bedford
Object: <no object name> (2546) - Ecce Homo
Object: <no object name> (143) - Hermes, Herse and Aglauros
Object: <no object name> (2387) - Au Café
Object: Photograph (1995/00017/g) - Still Life on Rocks (untitled)
Object: Photograph (1995/00030/f) - Self portrait (in cupboard)
Object: Photograph (1995/00030/h) - Self portrait (resembling a man)
Object: Photograph (1995/00030/j) - Self portrait (as weight trainer)
Object: Photograph (1995/00030/k) - Self portrait (in Barbe Bleu costume)
Object: Photograph (1995/00015/j) - Self portrait (with ivy garland)
Object: Negative (1995/00027/o) - Female Head in Glass Dome
Object: Negative (1995/00023/w) - Head and Pillows
Object: Negative (1995/00022/v) - Self portrait (in robe with masks attached)
Object: Photograph (1995/00030/q) - Self portrait (in cloak with cloaked figure)
```

■ Bare objects and packages by location

The 4.4 output format *Objects and packages by location* (`ObjectsByLocation.ada/bin`) has been renamed to *Bare objects and packages by location* (`BareObjectsAndPackagesByLocation.ada/bin`). It lists bare objects and packages per marked location.

```
Bare objects and packages by location
Date: 21/05/2014
Time: 17:14:05
Report run by: erik
-----
Selected location: Building A

Object: <no object name> (1131) - The Betrayal of Christ
Object: <no object name> (1106) - The Annunciation
Object: Photograph (1995/00030/g) - Self portrait (reflected in mirror)
Package: Standard box C10003 (C10003)
Package: package1 (p001)
Package: package2 (p002)
Package: Standard box C10002 (C10002)
Object: <no object name> (1490) - The Magic Apple Tree
Object: <no object name> (1192) - Village festival in honour of St. Hubert and St. Ant
Object: <no object name> (2151) - Mary Magdalene at the Door of Simon the Pharisee
Object: <no object name> (119) - Virgin and Child with St John the Baptist
Object: <no object name> (2476) - The field of Waterloo
Object: <no object name> (2458) - The Old Bedford
Object: <no object name> (2546) - Ecce Homo
```

All sub-locations of any marked location will be processed automatically, so it's best that your record selection doesn't include sub-locations of other marked locations. The contents of packages (smaller packages and objects which have the overpack as their current location) won't be processed. Also, of objects and packages found at a sub-location of the marked location, it won't be indicated that they were found at a sub-location: all objects and packages

present at the marked locations or their sub-locations will be listed underneath each other in a single list. Since the contents of packages won't be processed, you should only mark locations in your record selection, not containers.

■ Full locations/packages/objects hierarchy

The other 4.4 output format *Full locations/packages/objects hierarchy* (*LocationToObjectHierarchy.ada/bin*) has been changed somewhat. It now prints the full hierarchy from one or more marked locations or packages down to any smallest packages and/or (packed or unpacked) objects inside it. Of each location or package, the barcode number is printed behind the name. Package names are preceded by "P:", locations by "L:". Of each object, the object name followed by the object number is printed, preceded by "O:".

Note that it can take a long time for these output formats to finish if you have large databases: in that case it's best to select no more than a single location and preferably not the top location.

```
-- FULL LOCATIONS (L)/PACKAGES (P)/OBJECTS (O) HIERARCHY --           21/05/14
-----
> Building A (10007)
..O: <no object name> (1131) - The Betrayal of Christ
..L: Room 1 (10006)
....L: Cab A (10002)
.....L: Shelf 1 (10001)
.....O: <no object name> (1106) - The Annunciation
.....O: Photograph (1995/00030/g) - Self portrait (reflected in mirror)
.....P: Standard box C10003 (C10003)
.....P: Standard box C10001 (C10001)
.....O: <no object name> (PD.52-1973) - An allegorical monument to Sir Isaa
.....P: package1 (p001)
.....O: <no object name> (2043) - Archbishop Laud
.....P: package2 (p002)
.....P: package3 (p003)
.....P: Standard box C10002 (C10002)
....L: Shelf 2 (10005)
....P: Standard box C10004 (C10004)
...L: Cab B (10003)
...L: Shelf 1 (20001)
...L: Shelf 2 (20005)
.....O: <no object name> (1490) - The Magic Apple Tree
.....O: <no object name> (1192) - Village festival in honour of St. Hubert and
.....O: <no object name> (2151) - Mary Magdalene at the Door of Simon the Phari
.....O: <no object name> (119) - Virgin and Child with St John the Baptist
.....O: <no object name> (2476) - The field of Waterloo
.....O: <no object name> (2458) - The Old Bedford
.....O: <no object name> (2546) - Ecce Homo
.....O: <no object name> (143) - Hermes, Herse and Aglauros
.....O: <no object name> (2387) - Au Café
.....O: Photograph (1995/00017/g) - Still Life on Rocks (untitled)
.....O: Photograph (1995/00030/f) - Self portrait (in cupboard)
.....O: Photograph (1995/00030/h) - Self portrait (resembling a man)
.....O: Photograph (1995/00030/j) - Self portrait (as weight trainer)
.....O: Photograph (1995/00030/k) - Self portrait (in Barbe Bleu costume)
.....O: Photograph (1995/00015/j) - Self portrait (with ivy garland)
.....O: Negative (1995/00027/o) - Female Head in Glass Dome
.....O: Negative (1995/00023/w) - Head and Pillows
.....O: Negative (1995/00022/w) - Self portrait (in robe with masks attached)
.....O: Photograph (1995/00030/q) - Self portrait (in cloak with cloaked figu
.....O: Photograph (1995/00030/r) - Self portrait (with round frame)
.....O: Photograph (1995/00030/t) - Self portrait (kneeling, naked, with mask
.....O: Photograph (1995/00030/u) - Self portrait (with Nazi badge between he
.....O: Photograph (1995/00031/c) - Self portrait (lying on leopard skin)
```

■ Objects moved today

The `ObjectsMovedToday.ada/bin` is available in the `\adapls` folder of your Adlib 4.5 model application, but it hasn't been set up to appear in the user interface of the application yet. If you need its functionality, you can set it up yourself as an *Adapl command* type "data source" in the 4.5 application structure, using Adlib Designer. It will then appear in between the other data sources in *Step 1* of the *Search wizard* (it is a stand-alone adapl so you shouldn't set it up as an output format).

It prints a list of all objects which have been moved today, regardless of their destination, even if those objects were "moved" to the same location, to a sub-location of their original location or to a location that was not registered in the object record. The key factor for inclusion of a record in the list is the presence of today's date in any of the *Removal date* field occurrences on the *Location history* tab of an object record.

Of each object, the object name, number and title, will be printed. All objects will be grouped by their current location, but the locations won't be in alphabetical order. Moved objects which do not have a new current location, will be listed first.

Due to a bug appearing in at least `adlwin.exe` 6.6.0.922 and 7.1.13198.1, this adapl will function in these Adlib versions only when there is NO index present for ISO date field *SE* in *Collect*. However, since searching a non-indexed field requires a sequential search through all records, performance of this adapl on a large database will be bad, so in that case we recommend to use it for small databases only.

To be able to use this adapl on a database of any size in model application 4.5 (which does have an index for ISO date field *SE* in *Collect*), Adlib version 7.1.13200.1 or higher is required.

1.5 Entry and Despatch merged into Transport

In 4.5, the 4.4 *Entry* and *Despatch* data sources (the datasets *entry* and *despatch* in *transpor.inf*) have been merged into a single *Transport* data source (dataset *transport* in *transpor.inf*), because on despatch within an organisation it isn't always possible to make a strict distinction between entry and despatch/returns.

In the new *Transport* data source you can still register both: in the *Entry or despatch* field you simply select the type of record you are currently describing. A *Transport number* will be created automatically from now on, so you won't have to come up with one yourself.

The screenshot shows the 'General' tab of a data entry screen. On the left, there is a vertical list of fields: 'Entry/Despatch', 'Entry or Despatch', 'Expected entry date', and 'Entry date'. To the right of these are two dropdown menus. The top dropdown is labeled 'Despatch' and has 'Entry' selected. The bottom dropdown has '13:08' selected. To the far right, there are two more fields: 'Transport number' and 'Expected despatch date' (with a date input field) above 'Despatch date'.

For the transport status of each linked object, 4.5 offers a drop-down list to ease data entry.

The screenshot shows the 'List with linked objects' tab. On the left, there is a vertical list of fields: 'Object number', 'Status', 'Transport reason', 'Packing', 'Insurance value', and 'Notes'. To the right of these are three columns: 'Object name', 'Creator', and a dropdown menu. The dropdown menu contains four items: 'under consideration', 'under consideration' (selected), 'despatched', and 'returned'. A cursor arrow points to the third item, 'despatched'.

The little used *Template for object data* screen, to allow the immediate creation of basic records for linked objects in the *External object catalogue*, has been removed.

On the *General* tab some new fields have been added, like *Reference receipt*, *Reference transport papers*, *Notes type*, *Notes*, *Number of colli* and *Change location*. As soon as you click the *Change location* checkbox and in the *Destination* field the new location for the linked objects has been filled in and an *Entry date* or *Despatch date* has been entered as well while the *Date* field (next to *Change location*) is still empty, the current location and the location history of the objects linked to this record will automatically be updated: you will still have to confirm this before the procedure really takes off.

Transport			
Shipper			
Contact			
Courier			
Reference receipt			
Reference transport papers			
Notes type	Notes		
Number of objects			
Number in receipt			Number delivered
Number of colli			
Change location			
Change location	<input type="checkbox"/>	Date	<input checked="" type="checkbox"/> 2015-03-25 <input type="button" value="▼"/>
Documents			
Entry template	<input type="button" value="▼"/>		<input type="checkbox"/> Dig. doc.
Despatch template	<input type="button" value="▼"/>		<input type="checkbox"/> Dig. doc.
Delivered	<input type="checkbox"/>	<input checked="" type="checkbox"/> 2015-03-25 <input type="button" value="▼"/>	Dig. doc.

1.6 Incoming and Outgoing loans improved

To the *Incoming loans* and *Outgoing loans* data sources in Adlib model application 4.5, some significant improvements have been made. Below we'll only discuss the *Incoming loans* functionality for now: the *Outgoing loans* are more or less a mirroring of the *Incoming loans*.

■ Loan request tab

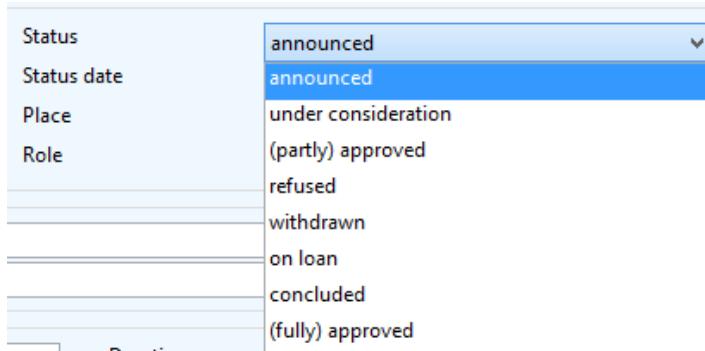
Loan request	Objects	Objects - compact list and procedures	Contract	Transport	Correspondence																																																																																																																								
<table border="1"> <tr> <td colspan="2">General</td> <td colspan="2">Status</td> <td colspan="2"></td> </tr> <tr> <td>Loan number</td> <td></td> <td>Status date</td> <td colspan="3">announced</td> </tr> <tr> <td>Lender</td> <td></td> <td>Place</td> <td colspan="3"></td> </tr> <tr> <td>Contact</td> <td></td> <td>Role</td> <td colspan="3"></td> </tr> <tr> <td colspan="6">Internal co-ordination</td> </tr> <tr> <td colspan="6">Coordinator</td> </tr> <tr> <td colspan="6">Administr. concerned</td> </tr> <tr> <td colspan="6">Request details</td> </tr> <tr> <td>Period from</td> <td><input type="text" value="2015-03-30"/></td> <td>To</td> <td><input type="text" value="2015-03-30"/></td> <td>Duration</td> <td>week(s)</td> </tr> <tr> <td>Reason</td> <td colspan="5"><input type="button" value="▼"/></td> </tr> <tr> <td colspan="6">Request letter</td> </tr> <tr> <td>Template</td> <td><input type="button" value="▼"/></td> <td><input type="checkbox"/></td> <td colspan="3"></td> </tr> <tr> <td>Date</td> <td><input type="text" value="2015-03-30"/></td> <td><input type="checkbox"/></td> <td>Dig. doc.</td> <td colspan="2"><input type="button" value="▼"/></td> </tr> <tr> <td colspan="6">Request confirmation</td> </tr> <tr> <td>Confirmed</td> <td><input type="checkbox"/></td> <td><input type="text" value="2015-03-30"/></td> <td><input type="checkbox"/></td> <td>Dig. doc.</td> <td><input type="button" value="▼"/></td> </tr> <tr> <td colspan="6">Actions/tasks</td> </tr> <tr> <td>Action/task</td> <td></td> <td>Responsible person</td> <td>Date done</td> <td colspan="2">Notes</td> </tr> <tr> <td></td> <td></td> <td></td> <td><input type="text" value="2015-03-30"/></td> <td colspan="2"><input type="button" value="▼"/></td> </tr> <tr> <td colspan="6">Loan status history</td> </tr> <tr> <td>Loan status</td> <td colspan="5">Date</td> </tr> </table>						General		Status				Loan number		Status date	announced			Lender		Place				Contact		Role				Internal co-ordination						Coordinator						Administr. concerned						Request details						Period from	<input type="text" value="2015-03-30"/>	To	<input type="text" value="2015-03-30"/>	Duration	week(s)	Reason	<input type="button" value="▼"/>					Request letter						Template	<input type="button" value="▼"/>	<input type="checkbox"/>				Date	<input type="text" value="2015-03-30"/>	<input type="checkbox"/>	Dig. doc.	<input type="button" value="▼"/>		Request confirmation						Confirmed	<input type="checkbox"/>	<input type="text" value="2015-03-30"/>	<input type="checkbox"/>	Dig. doc.	<input type="button" value="▼"/>	Actions/tasks						Action/task		Responsible person	Date done	Notes					<input type="text" value="2015-03-30"/>	<input type="button" value="▼"/>		Loan status history						Loan status	Date				
General		Status																																																																																																																											
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Lender		Place																																																																																																																											
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Request confirmation																																																																																																																													
Confirmed	<input type="checkbox"/>	<input type="text" value="2015-03-30"/>	<input type="checkbox"/>	Dig. doc.	<input type="button" value="▼"/>																																																																																																																								
Actions/tasks																																																																																																																													
Action/task		Responsible person	Date done	Notes																																																																																																																									
			<input type="text" value="2015-03-30"/>	<input type="button" value="▼"/>																																																																																																																									
Loan status history																																																																																																																													
Loan status	Date																																																																																																																												

Enter at least an identifying number for this loan in the mandatory *Loan number* field. The number may also contain letters.

The *Lender* field links to *Persons and institutions* and should contain the name of the organisation lending the incoming loan which you are describing in this record. *Contact* also links to *Persons and institutions* and may contain the name of the contact person at the lending organisation; behind it, in the new *Role* field, you can enter the role of the contact in the organisation.

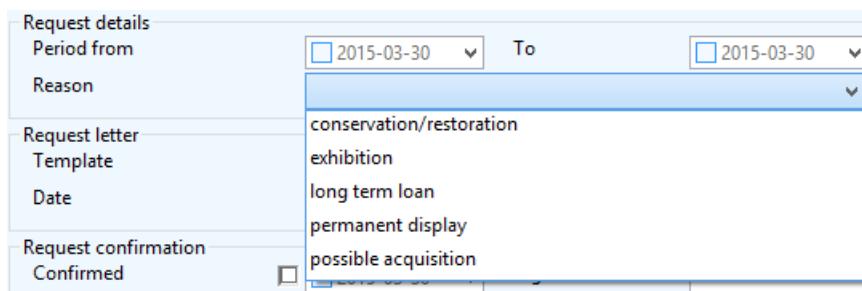
In model application 4.5, the *Status* field has become a drop-down list with which you must set the status of this incoming loan manually. In model application 4.4, the loan status was determined automatically (by an adapl) and you could not manually change the resulting status.

The *Status date* is set to today's date during storage of the record: in a new record this happens unconditionally, while in an existing record this only happens when you've changed the status manually. A status change in an existing record automatically writes the previous status and previous status date to a new first occurrence of the *Loan status history* at the bottom of this tab.



The *Period from* and *To* fields in the *Request details* box are mandatory and should contain the requested start and end date of the loan. The *Duration* in weeks will be calculated automatically after leaving either of both date fields, when both have been filled in. The *Duration* will be emptied if one of the dates is removed. The date fields will also appear read-only on the *Contract* tab, for comparison with the actual contract dates.

To the (*Request details*) *Reason* drop-down list, two options have been added: *permanent display* and *possible acquisition*. Only if you select *exhibition* and leave the field, three extra fields appear below the *Reason* field, namely the *Exhibition* field in which you can link to an existing *Exhibition* record, after which the accompanying *Start date* and *End date* for that exhibition will be retrieved.



To generate a ready-made *Request letter* (as a Word document) for the currently described loan, simply set the letter *Template* language, set the letter *Date* and click the checkbox behind the *Template* drop-down list. The letter will be generated immediately and stored in the path indicated behind *Dig.doc*. The generated request letter, containing a standard request text and the list of requested objects, will also be opened automatically: you can edit the letter to your liking and save it, before actually printing and sending it.

Request letter		
Template	English	<input type="checkbox"/>
Date	2015-03-30	Dig. doc.
./Worddoc/request-out/L8932_request-out.doc		

When you've received confirmation of your request (not per se the approval), you can mark the *Confirmed* checkbox, enter the relevant date and link to the scanned document or copied e-mail in the *Dig.doc.* field behind it, via the *Find file* button in the ribbon. You can place the document you've received anywhere you like: the *\Worddoc* subfolder of your Adlib system doesn't have a specific subfolder for such documents yet.

Note that the *Confirmed* checkbox and date field are somewhat superfluous: typically you fill in both, except when you don't know the date of confirmation.

At the bottom of the *Loan request* tab, some fields for any internal actions to be planned for the incoming loan have been added. The *Responsible person* field links to *Persons and institutions*.

The *Loan status history* fields are new as well and will be expanded automatically whenever you change the *Status* at the top of this tab and save the record.

Action/tasks	Responsible person	Date done	Notes
<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/> 2015-03-30	<input type="text"/>
Loan status history		Date	
Loan status			

■ Objects tab:

Objects	Object number	Object name	Creator	Title
Status	<input type="text"/>	under consideration	Date <input checked="" type="checkbox"/> 2015-03-30	<input type="text"/>
Condition report		<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
Authoriser		<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
Loan conditions		<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
Insurance value		Currency		
Other costs		Currency	<input type="text"/>	<input type="text"/>
Notes				<input type="text"/>

The (*Total*) *Insurance value*, *Handling fee*, *Insurance type* en *Insurance company* fields have been moved from the *Objects* tab to the *Contract* tab.

In the repeatable *Objects* field group on the current screen tab you link to objects in your own full *Objects* catalogue, which you'd like to request from the third party. That means you will have to register those foreign objects in that database first, before you can link to them here (you cannot force new object records from within the *Incoming loans*). Typically you would create basic records for the requested objects in your *External object catalogue*. (The reason that the *Object number* field here links to the entire *Objects* catalogue instead of just the *External object catalogue* is a technical one: if the objects you are currently requesting ever become part of your own collection permanently and you wish to move the relevant records from the *External* to the *Internal object catalogue*, then all links here in the loan record should remain intact, even if the loan record itself is no longer current.) The *Object name*, *Creator* and *Title* data will be merged in with the linked object, as well as the *Insurance value* and *Currency* registered in the object record. The reproduction reference link reference value is merged in as well, but the relevant image cannot be displayed on screen because of software limitations: these references are used to be able to print object images via some Word template output formats for the incoming loans.

Note that the linked object number will be displayed in a distinctive colour to make it stand out: the colour doesn't have any meaning.

In the *Status* drop-down list you must enter a request status for this particular object and the date on which this status was determined.

A *Condition report* drop-down list with accompanying checkbox, date and *Dig. Doc* field have been added in model application 4.5 to generate a condition report for the current object after it has been examined. Set the language for the report, set the report date and click the checkbox behind the drop-down list. The letter will be generated immediately and stored in the path indicated behind *Dig.doc*. The generated report, still unfinished, will also be opened automatically: you can edit the report to your liking (.3 contains a default text and the text boxes below it are still empty) and save it, before actually printing it.

The previously editable *Insurance value* and *Currency* fields have been made read-only since they are merged in with the object data, while the *Handling fee* field has been replaced by the *Other costs* field to which also a *Notes* field has been added.

■ Objects – compact list and procedures tab

This is a new tab, containing the linked objects again, yet more compactly displayed. You can link object records here or on the *Objects* tab. There are also three checkboxes which start an adapl procedure when you click them.

Procedures	<input type="checkbox"/>	Entry	<input type="checkbox"/>	Despatch	<input type="checkbox"/>
Exhibition					
Objects					
Object number		Status		Creator	Title
		under consideration	<input type="button" value="▼"/>		

Exhibition: click the checkbox to synchronize all object links to an existing exhibition record now. On the conditions that in the current loans record a *Loan number* has been entered, the (*Request details*) *Reason* has been set to *exhibition*, an existing *Exhibition* has been linked, a *Lender* has been specified and at least one object has been linked, the procedure does the following three things (after your confirmation):

- To records in the objects catalogue it adds a link to the exhibition, if the current loan *Status* of the relevant object in the list on this screen tab is either *under discussion*, *approved*, *despatched*, *on loan*, *renewed* or *returned*.
- From records in the objects catalogue it removes any link to the exhibition, if the current loan *Status* of the relevant object in the list on this screen tab is either *under consideration*, *refused*, *withdrawn* or when the *Status* field is empty.
- It reports on object records to which no link to an exhibition record has been added.

Of course, when object records are updated with a link to an exhibition, the relevant exhibition record will reciprocally be updated with a link to the object record.

Entry: click the checkbox to create a record in the *Transport* data source linking to all objects which are already linked to the current incoming loan record, and then link that transport record to the current incoming loan record. On the conditions that in the current loans record a *Loan number* has been entered, a *Lender* has been specified, no linked entry record is present on the *Transport* screen tab yet (the *Despatch/Entry* field, which is merged in with any linked transport record, must not read *Entry*), a *Contact* for the *Lender* has been filled in and at least one object has been linked, the procedure does the following (after your confirmation):

- A new transport record will be written with the following data:
Transport number = <automatically generated>
Entry or Despatch = 'Entry'

Reason = 'loan'

Destination = <your institution> (/loans.txt line number 27)

(Destination) Contact = (Lender) Contact from loan record

Depositor = Lender from loan record

Entry date = Contract period from from loan record

(Input) Notes = 'Record created automatically from

*outgoing/incoming loans' (/loans.txt line
number 28)*

- To the new transport record links will be added to objects already linked to the loan record if the loan *Status* of the relevant object is either *under consideration, under discussion, approved, despatched, on loan, renewed or returned*. Then the *Status* of the relevant objects in the loan record will be set to *despatched* and the *Transport number* will be merged in from the new transport record.
You'll be notified of objects which haven't been linked to the transport record and if there aren't any objects with a relevant status at all.
- You'll be notified that the loan record must be saved in order to store the link to the new transport record.

Despatch: click the checkbox to create a record in the *Transport* data source linking to all objects which are already linked to the current incoming loan record, and then link that transport record to the current incoming loan record. On the conditions that in the current loans record a *Loan number* has been entered, a *Lender* has been specified, a linked entry record is present on the *Transport* screen tab (the *Despatch/Entry* field, which is merged in with any linked transport record, must read *Entry*) while no despatch record may have been linked here yet, a *Contact* for the *Lender* has been filled in and at least one object has been linked, the procedure does the following (after your confirmation):

- A new transport record will be written with the following data:
Transport number = <automatically generated>
Entry or Despatch = 'Despatch'
Reason = 'loan'
Destination = Lender from loan record
(Destination) Contact = (Lender) Contact from loan record
Depositor = <your institution> (/loans.txt line number 27)
Despatch date = (Contract period) To from loan record
(Input) Notes = 'created from outgoing/incoming LOANS'
(/loans.txt line number 28)
- To the new transport record links will be created to objects already linked to the loan record if the loan *Status* of the relevant

object is either *under consideration*, *under discussion*, *approved*, *despatched*, *on loan*, *renewed* or *returned*. Then the *Status* of the relevant objects in the loan record will be set to *despatched* and the *Transport number* will be merged in from the new transport record.

You'll be notified of objects which haven't been linked to the transport record and if there aren't any objects with a relevant status at all.

- You'll be notified that the loan record must be saved in order to store the link to the new transport record.

■ Contract tab

The *Immunity* field has been added to the *Contract details* box. It allows you to register any indemnity details concerning the loan, which you and the lender have agreed about. In other words: any information about what should happen and who is responsible if objects on loan get damaged or stolen, etc.

The physical contract itself, the original version and the returned, signed copy can be registered in the *(Contract) Date* and *Signed & returned* fields. You can store these documents anywhere you like before you link to them.

A *(Condition report) Template* drop-down list with accompanying checkbox, *Date* and *Dig. Doc* field have been added in model application 4.5 to generate a condition report for the loan as a whole (all linked objects together) after it has been examined. Typically you would choose between registering the condition here or registering the condition per object on the *Objects* tab. Set the language for the report, set the report *Date* and click the checkbox behind the drop-down list. The letter will be generated immediately and stored in the path indicated behind *Dig.doc*. The generated report, still unfinished, will also be opened automatically: you can edit the report to your liking (*I.3* contains a default text and the text boxes below it are still empty) and save it, before actually printing it

The screenshot shows a user interface for generating a condition report. On the left, the text 'Condition report' is followed by a dropdown menu labeled 'Template'. Below it is a date input field showing '2015-03-30'. To the right of the date field is a checkbox labeled 'Dig. doc.' which is checked. The entire section is contained within a light blue rectangular box.

In the *Extension* box (repeatable) you can create a standard letter to request a prolongation of the loan: select a *New end date* for the loan, a language for the letter and click the checkbox to create the letter. The result of the extension request can be registered here as well, in the *Review* fields.

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The estimated and actual costs and hours fields from 4.4 have been replaced by a *Costs and value* box moved from the *Objects* tab to the *Contract screen* tab, with an automatically calculated total *Insurance value* and *Other costs* (based on the sum of the individual objects' insurance values and other costs, except for the values of refused or withdrawn objects) and editable *Loan fees* and *Handling fee*, resulting in an automatically calculated *Total costs*. The total costs are calculated just before storage. The insurance value currency (behind the value) will only be filled in if the currency of the insurance value of all individual linked objects is the same, otherwise you'll get an error message.

The *Total number of objects* and the *Total approved objects* (linked objects with status *approved*, *despatched*, *on loan*, *renewed* or *returned*) are also indicated.

Costs and value			Insurance type
Insurance value			Insurance company
Loan fees			
Handling fee			
Other costs			
			Total number of objects
Total costs			Total approved

■ Transport tab

The former *Entry and Despatch* tab has been renamed to *Transport* and the fields from both *Entry details* and *Despatch details* have been merged into a single field group. In *Transport number* you can link to a new or existing record in the *Transport* data source after which the read-only fields on this tab will be merged in.

Note that 4.5 offers a quick way to generate a new transport record for the current loan and link to it, by clicking the *Entry* or *Despatch* checkbox on the *Object – compact list and procedures* tab, after you've linked all relevant objects to this loan.

Transport details		Despatch/Entry	Number of objects
Transport number		Entry date	Delivered
Despatch date			<input type="checkbox"/>
Despatch method			
Shipper			
Courier			

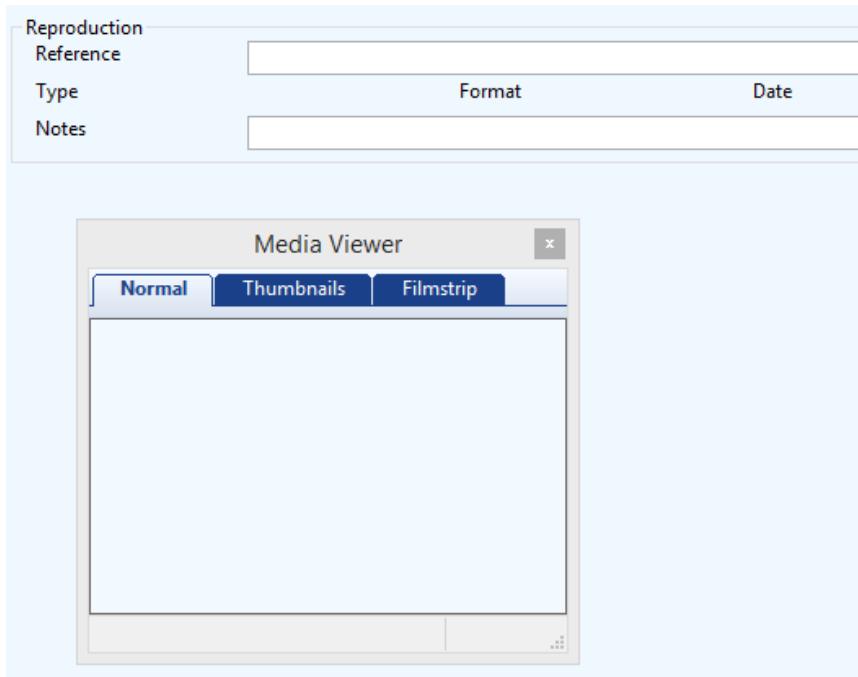
■ Correspondence tab

No changes on this tab. It lists any generated or received digital documents concerning this loan. Other related digital documents can still be registered here in the (*Other correspondence*) *Digital document*

field: link to an earlier saved document via the *Find file* button in the ribbon.

■ Reproductions tab

A new *Reproductions* tab offers the possibility to link and view images of the incoming loan. Put the cursor in the *Reference* field and click the *Import image* button in the *Edit* menu in the ribbon to link to an image file.



■ Related loans tab

No changes here. If there exist any other loans which have some relation to the current one, you can link to those loan records here in the *Loan number* field and indicate in your own words what the *Relation type* is.

1.7 Other changes

- The internal links in the 4.5 *taxonom* database (data source *Taxonomy*) have been based on link references, as was already the case for the other databases. Amongst others, this means that in the relevant fields, like the screen fields *Parent name*, *Child*

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name, *Valid/accepted name* and *Synonym*, non-unique terms can be entered as well. The *Scientific name* must still be unique though.

- The problem that in container records the merged-in fields with the *Container type* field (data dictionary field package_type, tag p2), namely the dimension type and dimension unit, were never displayed, has been solved in model application 4.5.
- By default, the *Archives (catalogue)* data source now offers an *EAD* (Encoded Archival Description, version 2002, in UTF-8 encoding) export format.

2 Adlib Library

2.1 MARCXML export format added

To the *Library catalogue*, *Books*, *Audio-visual materials*, *Games*, *Articles*, *Serials*, *Loose-leafs*, *Cartography*, *Resources* and *Desiderata* data sources in Library applications 4.5, the MARCXML export format has been added. In the international world of libraries, the MARC standard is an important standard for the exchange of bibliographical data between libraries. Adlib has always supported this standard, yet by linking the MARC export format to the mentioned data sources it becomes easier for libraries to produce ad hoc MARC exports of any desired record selection.

From within Adlib, select one or more records in one of the relevant datasets, click *File > Export* and select *Export to MARC-XML format* in the *Export wizard* to export the records to a MARC XML file.

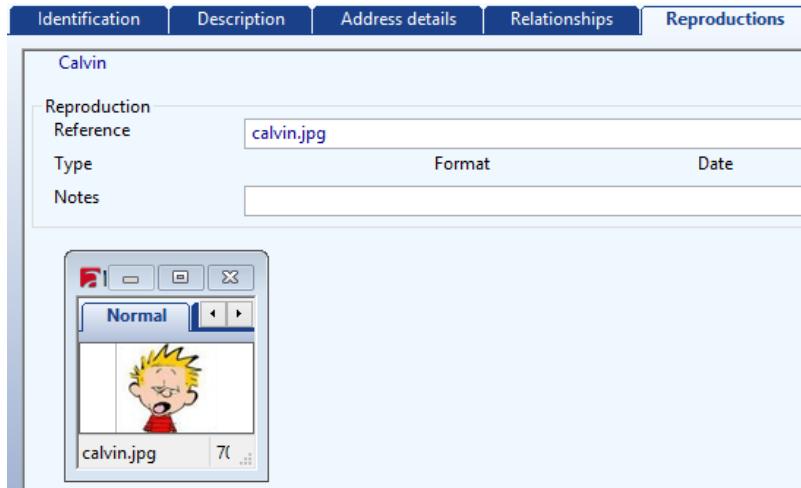
2.2 Other changes

- The length of the *shelf_mark* (tag *si*) and *copy.shelfmark* (tag *ey*) fields in the *document* database definition has been enlarged from 64 to 100 characters. The length of the index on *si* has been enlarged to 100 characters as well.
In *copies.inf*, the length of the corresponding tag *ey* and its index have been enlarged to 100 characters too.
- The problem that titles forced from within an order record did not get an order status, has been solved in 4.5. Now, a forced title will automatically be assigned the order status "Will be ordered" as soon as the record has been saved.

3 Other applications

3.1 All applications

- All model applications 4.5 are based on the Adlib SQL database platform for Microsoft SQL Server. This means that for these applications the Adlib proprietary CBF database format will no longer be supported and you'll always have to have some version of Microsoft SQL Server installed on your computer or company network. A free edition of SQL Server is also available from Microsoft: SQL Server Express. Our general installation guide [Installing Museum, Library and Archive](#) contains information about installing this platform.
- On the *Description* tab in *Persons and institutions*, the (*Digital references*) *Description* and *Reference* fields have been added. The *Reference* field allows you to link to any desired file which you consider to be supplementary to the biographical details of the person described in this record.
- The data dictionary name of the *photo* database structure has been changed to *media* (stored in the *media.inf* file), to emphasize its broader application. The name of the data source as it can be seen in the Adlib interface has been changed from *Visual documentation* to *Multimedia documentation*.
If you are already using the Adlib Movement module and you are about to use model application 4.5, then in the *AdmoveServer-Setup.xml* server configuration file you'll have to replace the *photo* database name by *media*. The name change will probably have no consequences for an existing Internet Server web application.
- To each record in the *Persons and institutions* and *Thesaurus* data source in 4.5, an image can be linked on the new *Reproductions* tab. This allows you to register passport photos, for example, or applicable images for a term. The *reproduction.reference* field (tag *FN*) links to the *media* database (previous called *photo*), like the *reproduction.reference* field in other databases links to *media* as well.



- Since long there's been a so-called reciprocal relation between object records and media records: this allows you to view all linked media records (records of images of the object for example) in an object record and to view all linked objects in a media record.
In model application 4.5, more of this type of reciprocal relations have been created, namely between media records and exhibition records, between media records and assessments and treatments records, between media records and package type records, between media records and person records and between media records and thesaurus records. Whether you create such relations in your records or not is entirely up to you of course.
In a media record you can view or edit all linked records on the new *Linked records – other* tab or on the existing *Linked objects* tab. That way you'll always know which links exist for a media record that you are editing or viewing.

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Reproduction data	Exif data	IPTC data	Documentation	Linked objects	Linked records - other	Management details
<p>Exhibition Number Title <input type="text"/> Venue</p> <p>Event log Type Reference number Method Start date End date <input type="text"/> <input type="text"/></p> <p>Container type Type Name <input type="text"/></p> <p>Person / Institution Person/Institution <input type="text"/> <input type="text"/></p> <p>Thesaurus term Thesaurus term <input type="text"/></p>						