How to use UTIL S/3
(Advanced Library Statistics DBS)

Release 14.2 and higher

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Table of Contents

1 WHEN TO RUN THESE UTILITIES ................................................................. 3
2 HOW TO CALL UP THE PROGRAMS .......................................................... 3
3 LOCATION OF THE OUTPUT FILES ......................................................... 3
4 TAB_DBS.<LNG> ...................................................................................... 3
   4.1 Setup .................................................................................................. 4
   4.2 Example .............................................................................................. 5
5 HOW TO ADAPT FORMS ......................................................................... 6
1 When to run these utilities

You should run the UTIL S/3 utilities if you need to produce detailed statistical evaluation for the Circulation and Acquisition modules. All the procedures are based on the German Library Statistics (DBS).

2 How to call up the programs

From PowerTerm, select UTIL S/3. The following options appear:

- UTIL S/3. Advanced library statistics (DBS)
  - UTIL S/3/1 - Use statistics
    - UTIL S/3/1/1 - Active users
    - UTIL S/3/1/2 - Loans, renewals, overdues, holds
  - UTIL S/3/2 - Acquisitions statistics
    - UTIL S/3/2/1 - Stocks and accession
    - UTIL S/3/2/2 - Withdrawals
    - UTIL S/3/2/3 - Expenditure
    - UTIL S/3/2/4 - Acquisition method
  - UTIL S/3/2/5 - Periodicals
  - UTIL S/3/2/6 - Subjects
  - UTIL S/3/2/7 - Textbook-Collection
    - UTIL S/3/2/7/1 - Stocks and accession
    - UTIL S/3/2/7/2 - Withdrawals
    - UTIL S/3/2/7/3 - Expenditure

The lib_batch must be executed to get the results of these procedures.

3 Location of the output files

You can find the files in directory $data_print of your library. The name of the output file takes the form of util_s_03_nn_n.<process-number>.

4 tab_dbs.<lng>

You configure the setup of the UTIL/S/3 routines in the tab_dbs.<lng> table. You create the table in the $data_tab directory. ALEPH uses the file name together with a file extension indicating the language according to the CON_START parameter in the prof_library table.
## 4.1 Setup

<table>
<thead>
<tr>
<th>Parameter in tab_dbs.&lt;lng&gt;, col.1</th>
<th>Values in tab_dbs.&lt;lng&gt;, col.2</th>
<th>Description in tab_dbs.&lt;lng&gt;, col.3</th>
<th>Used by UTIL S/3/</th>
</tr>
</thead>
<tbody>
<tr>
<td>REPORT-BEGIN</td>
<td>Begin of reference period, format YYYYMMDD (can also be put in online)</td>
<td>NA</td>
<td>all</td>
</tr>
<tr>
<td>REPORT-END</td>
<td>End of reference period, format YYYYMMDD (can also be put in online)</td>
<td>NA</td>
<td>all</td>
</tr>
<tr>
<td>CHECK-SL-CODE</td>
<td>Sub-Library-codes</td>
<td>Description for Sub-Library</td>
<td>all</td>
</tr>
<tr>
<td>CHECK-EXT-BOR</td>
<td>Status for external users</td>
<td>NA</td>
<td>1/1</td>
</tr>
<tr>
<td>SUSPEND-PROCESS-STA</td>
<td>Item-process-status that should be ignored</td>
<td>NA</td>
<td>2/1, 2/4, 2/6, 2/7/1 and 2/7/3</td>
</tr>
<tr>
<td>SUSPEND-Z30-MATERIAL</td>
<td>Item-material, that should be ignored</td>
<td>NA</td>
<td>2/1, 2/2, 2/3, 2/4, 2/6 and 2/7/x</td>
</tr>
<tr>
<td>CHECK-WITHD-STA</td>
<td>Item-process-status for withdrawals</td>
<td>NA</td>
<td>2/1, 2/2 and 2/7/2</td>
</tr>
<tr>
<td>CHECK-BINDING</td>
<td>Budget-type for binding</td>
<td>Description for budget</td>
<td>2/3</td>
</tr>
<tr>
<td>CHECK-E-MATERIAL</td>
<td>Order material type for electronic media</td>
<td>NA</td>
<td>2/3 and 2/5</td>
</tr>
<tr>
<td>CHECK-EXTERNAL-FUND</td>
<td>Budget type for external funds</td>
<td>Description for budget</td>
<td>2/4</td>
</tr>
<tr>
<td>CHECK-GIFT-FUND</td>
<td>Budget types for gifts</td>
<td>NA</td>
<td>2/4</td>
</tr>
<tr>
<td>CHECK-REPRINT</td>
<td>Value from ITEM-STATISTIC-3 to identify reprints</td>
<td>Description</td>
<td>2/4</td>
</tr>
<tr>
<td>CHECK-FOREIGN-MAT</td>
<td>Value from ITEM-STATISTIC-2 to identify foreign material</td>
<td>Description</td>
<td>2/4</td>
</tr>
<tr>
<td>CHECK-SERIES</td>
<td>Order material type for series</td>
<td>Description</td>
<td>2/4</td>
</tr>
<tr>
<td>SUSPEND-Z68-MATERIAL</td>
<td>Order material type that should be ignored</td>
<td>NA</td>
<td>2/3, 2/4, 2/6 and 2/7/3</td>
</tr>
<tr>
<td>CHECK-METHOD-ACQ</td>
<td>Methods of acquisitions</td>
<td>Description</td>
<td>2/4</td>
</tr>
<tr>
<td>Parameter in tab_dbs.&lt;lng&gt;, col.1</td>
<td>Values in tab_dbs.&lt;lng&gt;, col.2</td>
<td>Description in tab_dbs.&lt;lng&gt;, col.3</td>
<td>Used by UTIL S/3/</td>
</tr>
<tr>
<td>-----------------------------------</td>
<td>---------------------------------</td>
<td>--------------------------------------</td>
<td>------------------</td>
</tr>
<tr>
<td>CHECK-PURCH-METHOD</td>
<td>Method of acquisitions to identify purchases</td>
<td>NA</td>
<td>2/5 and 2/6</td>
</tr>
<tr>
<td>SUSPEND-LOOSE-MAT</td>
<td>Order material type to identify loose material</td>
<td>NA</td>
<td>2/5 and 2/6</td>
</tr>
<tr>
<td>SUSPEND-GIFT-METHOD</td>
<td>Method of acquisitions to identify</td>
<td>NA</td>
<td>2/7/3</td>
</tr>
<tr>
<td>SWITCH-COLL-STAT</td>
<td>Switch for Textbook-collection 0= Z30-ITEM-STATUS (default) 1=Z30-COLLECTION</td>
<td>NA</td>
<td>2/7/x</td>
</tr>
</tbody>
</table>

### 4.2 Example

```
! 1                   2                3
!!!!!!!!!!!!!!!!!!!!-!!!!!!!!!!!!!!!!!!!!-!!!!!!!!!!!!!!!!!!!!-!!!!!!!!!!!!!!!!!!!!
REPORT-BEGIN         20000101
REPORT-END           20011231
CHECK-SL-CODE        USMA1                Sub-Library 1
CHECK-SL-CODE        USMA2                Sub-Library 2
CHECK-SL-CODE        USMA3                Sub-Library 3
CHECK-EXT-BOR        01
SUSPEND-PROCESS-STA  LL
SUSPEND-Z30-MATERIAL ISSUE
CHECK-WITHD-STA      IP
CHECK-BINDING        SPE                Binding budget
CHECK-E-MATERIAL      E
CHECK-EXTERNAL-FUND   EXT                External fund
CHECK-GIFT-FUND       GIFT
CHECK-REPRINT        r                Reprints
CHECK-FOREIGN-MAT    a                Foreign mat.
CHECK-SERIES         S                Series
SUSPEND-Z68-MATERIAL R
CHECK-METHOD-ACQ     E                Exchange
CHECK-METHOD-ACQ     G                Gift
CHECK-METHOD-ACQ     P                Purchase
CHECK-METHOD-ACQ     D                Duty
CHECK-PURCH-METHOD   P
SUSPEND-LOOSE-MAT    L
SUSPEND-GIFT-METHOD  G
! 0 = Z30-ITEM-STATUS, 1 = Z30-COLLECTION
SWITCH-COLL-STAT     0                Status
```
5 How to Adapt Forms

The forms that are used for the output-files are placed in directory form_<lng>. The system uses the directory name, together with a file extension indicating the language according to the CON_START parameter in the prof_library table.

You can adapt these forms.

<table>
<thead>
<tr>
<th>Program</th>
<th>Form</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Active users (UTIL S/3/1/1)</td>
<td>dbs-activ-user-00</td>
</tr>
<tr>
<td>B. Loans, renewals, overdues, holds (UTIL S/3/1/2)</td>
<td>dbs-event-00</td>
</tr>
<tr>
<td>C. Stocks and accession (UTIL S/3/2/1)</td>
<td>dbs-stock-accession-00</td>
</tr>
<tr>
<td>D. Withdrawals (UTIL S/3/2/2)</td>
<td>dbs-withdrawal-00</td>
</tr>
<tr>
<td>E. Expenditure (UTIL S/3/2/3)</td>
<td>dbs-expenditure-00</td>
</tr>
<tr>
<td>F. Acquisition method (UTIL S/3/2/4)</td>
<td>dbs-acquisition-00</td>
</tr>
<tr>
<td>G. Periodicals (UTIL S/3/2/5)</td>
<td>dbs-periodical-00</td>
</tr>
<tr>
<td>H. Subjects (UTIL S/3/2/6)</td>
<td>dbs-subject-00</td>
</tr>
<tr>
<td>I. Textbook-Collection / Stocks and accession (UTIL S/3/2/7/1)</td>
<td>dbs-collection-00</td>
</tr>
<tr>
<td>J. Textbook-Collection / Withdrawals (UTIL S/3/2/7/2)</td>
<td>dbs-collection-withdrawal-00</td>
</tr>
<tr>
<td>K. Textbook-Collection / Expenditure (UTIL S/3/2/7/3)</td>
<td>dbs-collection-acq-00</td>
</tr>
</tbody>
</table>

Placeholders:

A. dbs-activ-user-00

$001 - Date
$030 - Sub-Library
$031 - Active users / Sub-Library
$032 - Active external users / Sub-Library
$090 - Reference period from
$091 - Reference period to
$092 - Active users in total
$093 - External active user in total

B. dbs-event-00

$001 - Date
$030 - Loans / Sub-Library
$031 - Renewals / Sub-Library
$032 - Auto. renewals / Sub-Library
$033 - Hold requests / Sub-Library
$034 - Overdue notices / Sub-Library
$090 - Reference period from
$091 - Reference period to
$092 - Sub-Library
C. dbs-stock-accession-00

$001 - Date
$030 - Material-type
$031 - Accesions
$032 - Stocks
$090 - Reference period from
$091 - Reference period to
$092 - Sub-Library

D. dbs-withdrawal-00

$001 - Date
$030 - Material-type
$031 - Withdrawals / Material-type
$090 - Reference period from
$091 - Reference period to
$092- Sub-Library
$093 - Withdrawals in total / Sub-library

E. dbs-expenditure-00

$001 - Date
$030 - Sub-Library
$031 - Expenditures / Sub-Library
$032 - thereof for electr. media
$040 - Binding-budget
$041 - Expenditures / Binding-budget
$090 - Reference period from
$091 - Reference period to
$092 - Expenditures in total
$093 - thereof for binding

F. dbs-acquisition-00

$001 - Date
$030 - Method of acquisition
$031 - Accesions / Method of acquisition
$032 - Expenditures / Method of acquisition
$041 - Accesions / Sub-Library
$042 - Expenditure / Sub-Library
$050 - Description for reprints
$051 - Accesions / Reprints
$052 - Expenditures / Reprints
$053 - Description for foreign material
$054 - Accesions / Foreign material
$055 - Expenditures / Foreign material
$056 - Description for series
$057 - Accessions / Series
$058 - Expenditures / Series
$060 - Description for external budget
$061 - Accession for external budget
$062 - Expenditures for external budget
$090 - Reference period from
$091 - Reference period to
$092 - Sub-Library

G. dbs-periodical-00

$001 - Date
$030 - Currently subscribed periodicals
$031 - thereof purchase-periodicals
$032 - thereof electronic papers
$033 - Expenditures for subscribed periodicals
$034 - New subscribed periodicals
$035 - thereof new purchase-periodicals
$036 - thereof new electronic papers
$037 - Cancelled periodicals
$038 - thereof cancelled purchase-periodicals
$039 - thereof cancelled electronic papers
$090 - Reference period from
$091 - Reference period to
$092 - Sub-Library

H. dbs-subject-00

$001 - Date
$030 - Subject
$031 - Expenditures in total / Subject
$032 - thereof for books
$033 - thereof for periodicals
$034 - Accessions books / Subject
$035 - Accessions periodicals / Subject
$090 - Reference period from
$091 - Reference period to
$092 - Sub-Library

I. dbs-collection-00

$001 - Date
$030 - Item status resp. collection
$031 - phys. stocks
$032 - Stocks per %
$033 - Title-stocks
$034 - Accessions
$090 - Reference period from
$091 - Reference period to
$092 - Sub-Library
$093 - Description for selection (status or collection)
J. dbs-collection-withdrawal-00

$001 - Date
$030 - Item status resp. collection
$031 - Withdrawals
$090 - Reference period from
$091 - Reference period to
$092 - Sub-Library
$093 - Description for selection (status or collection)

K. dbs-collection-acq-00

$001 - Date
$030 - Item status resp. collection
$031 - Expenditures
$090 - Reference period from
$091 - Reference period to
$092 - Sub-Library
$093 - Description for selection (status or collection)