

Prison Version

Handy Library Manager, prison version, includes all library management features.

Prison version (compilation) summary:

- Includes all library management features
- **Help** buttons link to help topics installed on the computer
- **Library Main Catalogue** table: Add/Edit form has only three data entry/display pages; there are 26 data fields out of 69
- **Borrowers** table: Add/Edit form has only 1 data entry/display page; there are 12 data fields out of 31
- **Borrowers** table: some data fields have new names
- **Quick Add** form is not displayed (hidden)
- **Quick Edit** form is not displayed (hidden)
- **Web Auto-Cataloging** by ISBN is not displayed (hidden)
- No **Edit Borrower** and **Edit Item** buttons in the Check In/Out module

Things to know before you review the below tables:

- **FIELD NAME**: the name of the field in the database table.
- **FIELD NUMBER**: Every field has a unique number. The program uses this number in the “.FRM” files. The FRM files define the content of the Add/Edit forms.
- **ENTRY TYPE**: This type of data you can enter into the data entry box (Add/Edit forms).
- **CONTROL**: Some data entry boxes provide additional features to speed up data entry (LIST – select value from a drop-down list box, DATE – displays calendar).
- **STATUS** (Restricted): The “Restricted” status indicates that you cannot rename the field. The application uses the field.
- **SEARCH**: When you try to customize the form or data fields, we suggest using all the fields used by the search tab.
- **Add/Edit Form**: The add/edit forms allow users to add a new record (library item or borrower) or modify the old one.
- **Included /Page #**: Fields included on the add/edit form have “Yes”; the number indicates the page number.
- **New Name**: libraries enter a different type of information; for example, prison library will enter other data about borrowers than the school library

LIBRARY MAIN CATALOG / Main Item Table:

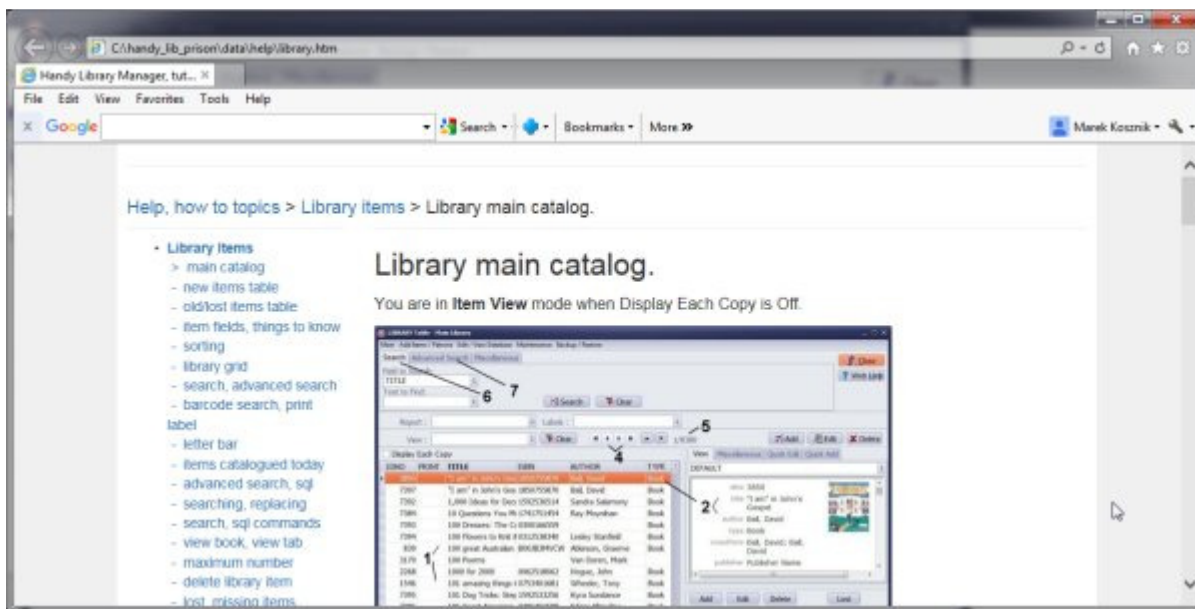
Main Item Table						
All Data Fields					Fields included on the Add, Edit Form	
FIELD NAME	FIELD #	ENTRY TYPE (CONTROL)	STATUS	SEARCH	Regular Version	Prison Version
					Included / Page #	Included / Page #
IDNO	1	Unique	Restricted		Yes / 1	Yes / 1
TITLE	2	Text		Yes	Yes / 1	Yes / 1
AUTHOR	3	Text		Yes	Yes / 1	Yes / 1
TYPE	4	Text (LIST)		Yes	Yes / 1	Yes / 1
COAUTHORS	5	Memo			Yes / 1	Yes / 1
PUBLISHER	6	Text (LIST)			Yes / 1	Yes / 1
PUBLISHED	7	Text			Yes / 1	Yes / 1
PLACE	8	Text (LIST)			Yes / 1	Yes / 1
SERIES	9	Text (LIST)			Yes / 1	Yes / 1
EDITION	10	Text			Yes / 1	
CATEGORY	11	Text (LIST)		Yes	Yes / 1	Yes / 1
LEVEL	12	Text (LIST)			Yes / 1	
FORMAT	13	Text (LIST)			Yes / 1	
EDITOR	14	Text			Yes / 2	
ILLUSTRATOR	15	Text			Yes / 2	
PAGES	16	Text			Yes / 2	
PHYSICAL	17	Text			Yes / 2	
DEWEY	18	Text			Yes / 2	
LCCN	19	Text			Yes / 2	
ISBN	20	Text		Yes	Yes / 2	Yes / 1
ISSN	21	Text			Yes / 2	
UPC_EAN	22	Text			Yes / 2	Yes / 1
SUBJECT1	23	Text (LIST)		Yes	Yes / 3	
SUBJECT2	24	Text (LIST)		Yes	Yes / 3	Yes / 2
SUBJECT3	25	Text (LIST)		Yes	Yes / 3	Yes / 2
SUBJECTS	26	Memo		Yes	Yes / 3	Yes / 2
NOTES	27	Memo		Yes	Yes / 4	Yes / 2
SUMMARY	28	Memo			Yes / 4	
IMAGE	29	Text			Yes / 5	
CUSTOM1	30	Text			Yes / 5	
CUSTOM2	31	Text			Yes / 5	
CUSTOM3	32	Text			Yes / 5	
CUSTOM4	33	Text			Yes / 5	
CUSTOM5	34	Date			Yes / 5	
CUSTOM6	35	Numeric			Yes / 5	
CUSTOM7	36	Text			Yes / 5	
CUSTOM8	37	Memo			Yes / 5	
CUSTOM9	38	Memo			Yes / 5	
PRINT	39	Text	Restricted			

LIBRARY MAIN CATALOG / Copy Item Table:

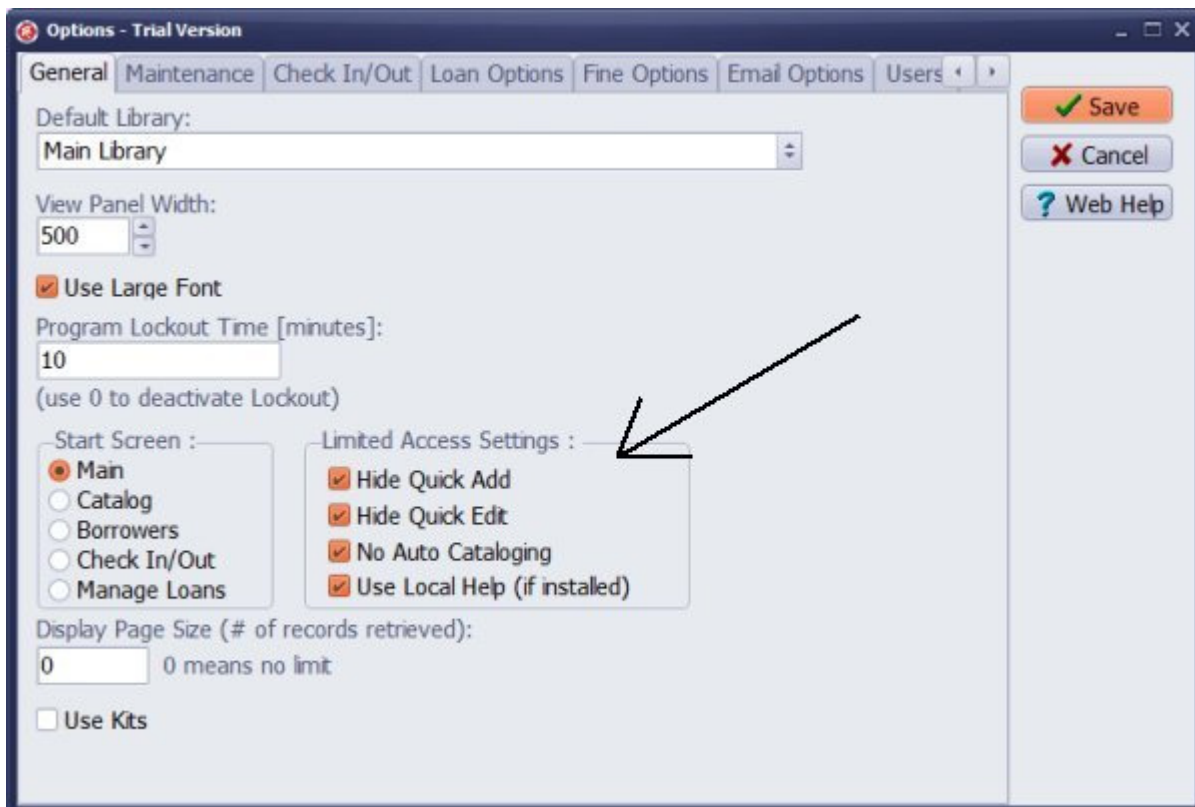
Copy Item Table						
Data Fields					Add, Edit Form	
FIELD NAME	FIELD #	ENTRY TYPE (CONTROL)	STATUS	SEARCH	Regular Version	Prison Version
					Included / Page #	Included / Page #
ID	1	Unique	Restricted		Yes / 6	Yes / 3
IDNO	2	Unique	Restricted	Yes	Yes / 6	Yes / 3
BARCODE	3	Unique	Restricted	Yes	Yes / 6	Yes / 3
CALL	4	Text			Yes / 6	Yes / 3
VOLUME	5	Text			Yes / 6	
LOAN_TYPE	6	Text (LIST)			Yes / 6	
COPY_NOTES	7	Text			Yes / 6	Yes / 3
LOCATION	8	Text			Yes / 6	Yes / 3
CONDITION	9	Text			Yes / 6	Yes / 3
PURCHASED	10	Date			Yes / 7	Yes / 3
PRICE	11	Numeric			Yes / 7	Yes / 3
REPLACE_COST	12	Numeric			Yes / 7	
EVALUATED	13	Date			Yes / 7	
VALUE	14	Numeric			Yes / 7	
ACQUISITION	15	Date			Yes / 7	
ACQUISITIONNO	16	Text			Yes / 7	
DONATEDBY	17	Text			Yes / 7	
INMEMORYOF	18	Text			Yes / 7	
DONATED	19	Date			Yes / 7	
DATE_ADDED	20	Date	Restricted		Yes / 7	Yes / 3
LOANED	21	Text	Restricted		Yes / 7	Yes / 3
STATUS	22	Text	Restricted		Yes / 8	
INVENTORY	23	Text	Restricted		Yes / 8	
AUDIT	24	Text	Restricted		Yes / 8	
MISSING	25	Text	Restricted		Yes / 8	
PRINT_C	26	Memo	Restricted		Yes / 8	
USER1	27	Text			Yes / 8	
USER2	28	Memo			Yes / 8	
KIT_ID	29	Unique	Restricted			
KIT_ID_LOAN	30	Unique	Restricted			

BORROWERS Table:

Borrowers Table							
Data Fields					Add, Edit Form		
FIELD NAME	FIELD NUMBER	ENTRY TYPE (CONTROL)	STATUS	SEARCH	Regular Version	Prison Version	
					Included Page #	New Name If changed	Included Page #
DATE_ADDED	1	Date	Restricted		Yes / 1		Yes / 1
BOR_IDNO	2	Unique	Restricted	Yes	Yes / 1		Yes / 1
NAME	3	Text		Yes	Yes / 1		Yes / 1
BARCODE	4	Text	Restricted	Yes	Yes / 1		Yes / 1
TYPE	5	Text (LIST)		Yes	Yes / 1		Yes / 1
STATUS	6	Text	Restricted	Yes	Yes / 1		Yes / 1
EXPIRY	7	Date			Yes / 1		Yes / 1
ADDRESS1	8	Text			Yes / 1	COMMENT	Yes / 1
ADDRESS2	9	Text			Yes / 1	USER_1	Yes / 1
CITY	10	Text		Yes	Yes / 1	LOCATION	Yes / 1
STATE	11	Text		Yes	Yes / 1	UNIT	Yes / 1
ZIP	12	Text		Yes	Yes / 1	COMPLEX	Yes / 1
PHONE	13	Text			Yes / 1		
CELL	14	Text			Yes / 1		
SENDTXTMSG	15	Text					
EMAIL	16	Text			Yes / 1		
SENDEMAILS	17	Text					
COMMENTS	18	Memo			Yes / 2		
PICTURE	19	Text					
NOTES	20	Memo			Yes / 2		
LASTEMAIL	21	Date					
LASTTXTMSG	22	Date					
CUSTOM1	23	Text			Yes / 1		
CUSTOM2	24	Text			Yes / 3		
CUSTOM3	25	Text			Yes / 3		
CUSTOM4	26	Text			Yes / 3		
CUSTOM5	27	Date			Yes / 3		
CUSTOM6	28	Date			Yes / 3		
CUSTOM7	29	Numeric			Yes / 3		
CUSTOM8	29	Numeric			Yes / 3		
CUSTOM9	30	Memo			Yes / 3		
PRINT	31	Unique	Restricted				



- **Help** buttons link to help topics installed on the computer



- **Quick Add** form is not displayed (hidden)
- **Quick Edit** form is not displayed (hidden)
- **Web Auto-Cataloging** by ISBN is not displayed (hidden)

Edit Item (Copy 1/1)

Maintenance

Verify Barcode
 Set Default Barcode
 Print Marker
 Print Copy Marker

Man Subjects-Notes Copy Info

IDNO: 1006

TITLE: A passion for excellence

AUTHOR: Peters, Tom

COAUTHORS: Austin, Nancy

TYPE: Book

PUBLISHER:

PUBLISHED: 1985

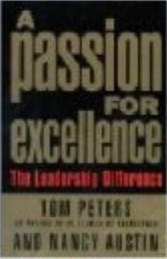
PLACE:

SERIES:

CATEGORY: Management

ISBN: 0394544846

UPC_EAN:



- **Library Main Catalogue** table: Add/Edit form has only three data entry/display pages; there are 26 data fields out of 69 (regular version)

Edit Borrower

Maintenance

Verify Barcode
 Set Default Barcode
 Print Marker
 Suspended

Main

DATE_ADDED: 07/20/2015

BOR_IDNO: 102

NAME: Doe, John

BARCODE: B00102

TYPE: Junior

STATUS: Active

EXPIRY: 12/22/2024

COMMENT: comment

USER_1: user field

LOCATION: location name

UNIT: unit number

COMPLEX: complex name

- **Borrowers** table: Add/Edit form has only 1 data entry/display page; there are 12 data fields out of 31
- **Borrowers** table: some data fields have new names

More information: <https://www.primasoft.com/librarymanager/handy-library-for-prison-and-correctional-libraries.htm>

Handy Library Manager for Windows: <https://www.primasoft.com/librarymanager/handylibrary.htm>