

Loan Module Minutes of meeting

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| Meeting called by | Einar Timdal |
| Type of meeting | Regular meeting for Loan module |
| Date | 8 th Dec 2010 |
| Time | 09:00 AM to 11:00 AM |
| Location | NHM Tøyen, Oslo |
| Attendees | <ul style="list-style-type: none">• Einar Timdal• Charlotte Bjorå• Eirik Rindal• Siri Rui• Per Lindstrøm• Rituvesh Kumar• Svein Glenndal |

Main discussion

The Group discussed

- Svein showed current version of the new application.
- Outgoing loan
 - All specimens in the loan are registered with the bar code reader and they are automatically added to the loan
 - The loan_out_species table must be updated automatically when adding specimens to an outgoing loan, calculating the total number of species for each specie.
 - The value of the field loan_out_head should be generated consisting of the two last digits of the current year and internal loan Id (yy/loan_id) when creating new loan.
- Return of outgoing loan

- All specimens returned in the loan are registered by the bar code reader and automatically registered as returned for the loan (by adding the return date for the specimen).
- The loan_out_species table must be updated automatically when registering specimens as returned, calculating the number of species remaining for each specie.
- Incoming loan
 - The value of the field loan_in_head should be generated consisting of the two last digits of the current year and internal loan Id (yy/ loan_id) when creating new loan.
- Gift/exchange
 - Radio button for selecting whether it is a gift or loan instead of text field.
 - Add curator last name and first name to heading table, this is an extension to the dBase/DataPerferct model.
 - Add species table similar to the species table for incoming loan, this is an extension to the dBase/DataPerferct model.
- When registering specimens with the bar code reader, the application needs to know if it should add the species to the loan or register them as returned.
- For the printing of forms used when sending items out of the museum, an Excel template is used. Data is exported to the clipboard in a tab-separated format that can be pasted into the Excel-template.
- Herbarium/institution table
 - Common table for institutions, for all collections and museums.
 - Updating this table requires an admin role.
- Curator name should be the main curator for the museum. When creating new loans the curator name from the herbarium table is copied to the loan as a suggestion that can be overwritten.
- Einar demonstrated use of the bar code reader.
 - Demonstration showed that the application accepted input from the bar code reader.
 - The bar code reader will be configured to add carriage return after the text read from the bar code. This enables triggering some action on the field where text is inserted, for example automatically adding the specimen to the loan, or register it as returned.

Action Items

- Einar Timdal will edit the herbarium table to merge identical institutions to get a common herbarium table.
- DUG will continue working with requirement document.
- DUG will continue working on the prototype application.
- Einar & Charlotte will validate/update below attached sheet "Application column name" column.



MUSIT_BOTANIKK_L
OAN Columns.xls

- Einar & Charlotte will send IP number and name of new test users to DUG.

Agenda for Next Meeting

| S.N. | Agenda |
|------|--------------------------------|
| 1 | DUG will send the agenda ASAP. |

Adjournment

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| Adjournment | |
| Submitted by | Rituvesh & Svein |
| Approved by | |