



The State University of New York

Shelf Inventory API & Alma's Shelf Report

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Shelf Inventory API & Alma's Shelf Report

This session will cover:

1. Collection inventory overview
2. Alma's Shelf Report Functionality
3. Purdue's Shelf Inventory API



Collection Inventories

Collection Inventories help you identify:

- Items that are missing or misshelved
- Items that are in the incorrect status
- Items that have no record in Alma

Ultimate goal is to make sure your items are where your catalog says they are so users and staff can easily locate needed materials

Collection inventories require staff to scan item barcodes into a file

- File can be a text or Excel file, although we recommend Excel
- Very first line in file should be “barcodes” regardless of the file type
- Each subsequent line should contain only one barcode
- File should not contain items in multiple locations or items with different types of call numbers
- Avoid putting a large number of barcodes in any one file
- Keep track of call number of first and last barcode scanned

	A
1	barcodes
2	32821003002145
3	32821003002152
4	32821011479129
5	32821003002160
6	32821003002178
7	32821003002186
8	32821003002194
9	32821003002202
10	32821003002210
11	32821003002228
12	32821003002236
13	32821003002244
14	32821003002251
15	32821003002269
16	32821003002277
17	32821003002285
18	32821003002293
19	32821003002301
20	32821003002319
21	32821003002327
22	32821003002335

Collection Inventories

Alma does not have a true equivalent to Aleph's collection inventory functionality

Alma's Shelf Report tool can:

- Identify items that are missing
- Items that are in the wrong status
- Items that have no record in Alma

Alma's Shelf Report tool can't:

- Identify items that are shelved out of order within call number range being analyzed

Purdue's Shelf Inventory API can identify items that are shelved out of order, but it can't identify items that are missing or have status issues

Libraries will need to use both Alma's Shelf Report tool and Purdue's Shelf Inventory API to fully replicate Aleph's collection inventory functionality



Comparing Alma's Shelf Report & Shelf Inventory API

Report Display/Functionality	Alma Shelf Report	Shelf Inventory API
Items in place	X	X
Missing items marked in place	X	
Items on shelf but marked “not in place”	X	
Known items not in place (items on loan)	X	
Items on shelf but out of range/set	X	
Barcode(s) with no matched item(s)	X	X
Items shelved in the wrong position on the shelf		X
What call numbers the misshelved item is between		X
Where misshelved items should be reshelved		X
Location errors		X



Comparing Alma's Shelf Report & Shelf Inventory API

Alma's Shelf Report tool housed within Alma

- Need either Repository Manager, Physical Inventory Operator, or Fulfillment Services Manager role

Shelf Inventory API external to Alma

- Each campus must have their own instance
- Instances configured by SLS staff and hosted by ITEC
- Email info@slcny.libanswers.com if you would like to use Shelf Inventory API

Alma's Shelf report tool can analyze either a word file or an Excel file, but the Shelf Inventory API can analyze only Excel files



ALMA SHELF REPORT

About Alma Shelf Report Tool

Go to **Resources | Manage Inventory | Shelf Report** to upload barcode file

- You will need to indicate:
 - Library where scanned items are housed
 - Location of scanned items
 - Call number type (Library of Congress Classification, Dewey Decimal Classification)
 - Call numbers of first and last item in barcode file
- Shelf Report job will run and produce report of results
- Can create itemized sets from results or download results

Alma Shelf Report tool will tell you:

- Items in place
- Missing items but marked in place
- Items on shelf but marked not in place
- Known items not in place
- Items on shelf but out of range/set
- Barcodes with no matched item



About Alma Shelf Report Tool

Shelf Report Cancel Submit

Inventory ▼

Inventory definition Range Set

Library Location *

Call number type *

From call number *



To call number *



Select File ▼

File *

3.2821E+13

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(1.71 KB)



About Alma Shelf Report Tool

Analysis ▼ 🔗

		Count	
1	Items in place	144	⋮
2	Missing items but marked in place	5	⋮
3	Items on shelf but marked not in place	0	⋮
4	Known items not in place	0	⋮
5	Items on shelf but out of range/set	1	⋮
6	Barcodes with no matched item	1	⋮

