

Check Status phrases –complete list updated August 2013:

RED indicates a title is either on its way to the library or is already owned.

Gold/Orange indicates the title is still within the libraries workflow process and is being looked at by you or someone else in the library.

All check status phrases are interactive and once clicked will take you to a tab or pop-up which provides more information.

Order Record Downloaded (when ‘Download MARC & Clear’ or ‘Quotes Download’ has been carried out. Remains until book is ordered)

Firm Order – Open (when order has not yet been filled)

Firm Order for [format]—Open

Firm Order – Shipped (when the title has been invoiced)

Firm Order for [format]—Shipped

Firm Order – Cancelled (order has been cancelled)

Firm Order for [format]—Cancelled

Firm Order – Credited (credit raised after invoice)

In Library Holdings (when Coutts stores a record of library’s holdings)

[Format] in Library Holdings

Awaiting Ratification (when a title is in Authorize Orders)

In Your Shopping Cart (if in yours; this statement takes priority if also in another user’s)

In a Shopping Cart (if another user’s and not in yours)

On Your List (if yours, takes priority, as above)

On a List (if another user’s, as above)

In Your Recycle Box (if in yours; this statement takes priority if also in another user’s)

In a Recycle Box (if another user’s and not in yours)

On Standing Order - Will Ship (next volume will be shipped when available)

Standing Order – Shipped (when Coutts has invoiced a standing order title)

Standing Order – Credited (when Coutts has cancelled a standing order volume after invoicing but prior to shipping)

The following apply only to those using ‘iFound’

iFound Order – Open (when order has not yet been filled)

iFound Order – Shipped (when the title has been invoiced)

iFound Order – Cancelled (order has been cancelled)

iFound Order – Credited (credit raised after invoice)

On iFound List (on an iFound list)

The following apply only to those setup with Slip Notifications

In Your Slip Notifications (if in yours; this statement takes priority if also in another user’s)

In Slip Notifications (title is in a colleague’s slip notifications)

The following apply only to those using ‘Block on Approval’

Approval Block (Approval coverage of this title and all linked editions is prevented for the library)

The following apply only to those using ‘Claim on Approval’

Approval Claim by [Name] on [Date] (a firm order has been claimed through a specific Approval Account)

The following apply only to those setup with Approval Book Profiles

Approval Book – Shipped (when the title has been invoiced)

Approval Book – Returned (when the title was returned by customer)

When there is 'no treatment' or it is 'Not Yet Treated' for a library, nothing shows in Check Status as the '**Approval Treatment**,' points to the tab and reason an actual approval library didn't get treated

The following apply only to those setup with Approval Book Profiles who have setup a Series Block List

On Series Block List (when a title is on a series block list for an approval plan)

The following apply only to those using ‘Review Approval Books’, ‘On Hold for alternate Edition’, and ‘MARCStream’

Approval Book – Selected by Library (when a print title, not yet invoiced, has been accepted by a library due to its default action when no user takes an action in Review Approval Books or On Hold for Alternate Ed.)

Approval Book – Accepted by (name) (when a print title, not yet invoiced, has been specifically ‘Accepted’ by a user in Review Approval Books or On Hold for Alternate Ed.)

Approval Book – Rejected by Library (when a print title has been rejected by a library under its default action when no user takes an action in Review Approval Books or On Hold for Alternate Ed.)

Approval Book – Rejected by (name) (when a print title has been specifically ‘Rejected’ by user in Review Approval Books or on Hold for Alternate Ed.)

Approval eBook – Selected by Library (when a MyiLibrary title, not yet invoiced, has been accepted by a library due to its default action when no user takes an action in Review Approval Books or On Hold for Alternate Ed.)

Approval eBook – Accepted by (name) (when a MyiLibrary title, not yet invoiced, has been specifically ‘Accepted’ by a user in Review Approval Books or On Hold for Alternate Ed.)

Approval eBook – Rejected by Library (when a MyiLibrary title has been rejected by a library under its default action when no user takes an action in Review Approval Books or On Hold for Alternate Ed.)

Approval eBook – Rejected by (name) (when a MyiLibrary title has been specifically ‘Rejected’ by a user in Review Approval Books or On Hold for Alternate Ed.)

This Edition Rejected on Approval (when a user has rejected one edition of a title, but not the alternate edition, in On Hold for Alternate Ed.)

Approval eBook for Review by Sept 18, 2013 (eBook) (MyiLibrary title is on the Review Approval Books browse until Sept 18, 2010 or a user action removes it, whichever is sooner.)

Approval Book for Review by Sept 18, 2013 (Print book) (A print title is on the Review Approval Books browse until Sept 18, 2010 or a user action removes it, whichever is sooner.)

Approval Block

On Hold for Electronic book/Paperback/Cloth Until Sept 18, 2013 (one edition of a linked title is on the On Hold for Alternate Ed browse until Sept 18, or a user action removes it, or the linked alternate edition becomes available, whichever occurs soonest.)

Patron Select record provided [date] (A MARCStream selection record was provided to the library on [date])