What's New in Alexandria 7.17.1?

This summer's release includes the groundwork for some exciting things in Alexandria's future, along with internal improvements. There are also several new things I get to show you here….

First, be aware that the Alexandria Support > Data folder structure has changed. "Data" will now contain a folder named with your serial number, and all of your important files, including your database, logs, and operations files, will be inside of that. If you are not Cloud-Hosted, double check what folders you are backing up! We strongly recommend taking a moment to review our suggestions for [Backing Up Your Data](#) as part of this update.

1 - Update Messages

Starting with the next release, we can let you know exactly when an update is coming to your Cloud-Hosted Alexandria. When the update information is available, you will see it on your Login screens (Librarian interfaces only).

2- Customizable Library Cards

Do you use the patron Library Cards report? This report lets you print library cards for your patrons right from Alexandria. In the past this was limited to a set format with a couple of options. Now, the Library Cards report is similar to the label reports, where you can choose what information shows on the card, and in what format.

Choose the layout with or without a picture, then set the data for each field. Remember, Large text takes up 2 lines. You can bold the information and choose the justification.

You can print these on *Avery 5371, 2" x 3 ½" Business Cards*, or *Avery 8163, 2" x 4" Mailing Labels*, and laminate them to last longer!

The old Library Cards report is available in the Legacy category. Don't forget to recreate your saved reports in the new format!

3 - Union Site

We've made some changes to the way your Union Site behaves. The Union Site is the default site in a Centralized Catalog—if you are a single-site data station, you won't notice this change.
The Union Site does not count as one of your licensed sites, so if for example you have licensed 10 sites, in Site Management you will have your 10 sites plus the Union Site (in bold). The Union Site is a fallback site, for example if you run an import for a site that doesn't exist, those items or patrons will be assigned to the Union Site instead. It is designed to be a temporary location, and you should reassign those items or patrons as soon as possible. (*You could schedule reports for items and patrons assigned to the Union Site!*)
Note that all items assigned to the Union Site assume the Status of In Processing. If you use the Auto-Hide feature, that means they can be hidden from Researcher results.

Note that if you have more sites than you are licensed for, you will get a warning when logging in—please call us to resolve the issue as soon as possible!

When you go to remove a Site in Site Management, you are given the option to Reassign all the associated records. To remove the items or patrons associated with a depreciated site, use a utility.

Misc
You will see other improvements….

4 - In Researcher:
Add your Library Logo in Researcher preferences, to show on the Researcher page! You can even enter a link that goes to your school homepage.

5 - In Search:
You know you can drag items from Search results to your lists? Start dragging, and the list starts bouncing so you know exactly where to drop it.

In Reports:
6
Use the new '**Send Email**' Patron Report to send an email to any group of patrons. Make a Selection for those you want receiving this email, then under the Options tab give the email a Subject and fill out what you want the email to say. This field supports 4 special variables using the percent sign:
%PATRON% → To substitute the patron's full name;
%PATRONBARCODE% → To substitute the patron's barcode;
%SITEADDRESS% → Substitutes the address from Site Management;
And %SITEADMIN% → which substitutes the 'Site Contact' from Site Management.
You can also fill in the content of any of your Letters.

7 - "Loaned Items Information" and "Overdue Items Information" reports have a new format that will show Serial Numbers.

8 -The "Patron Desk Reference" report now shows a patron picture!

9 - The new "Patron Credit Details" report shows you the Credit amount for all selected patrons.

See the Release Notes and the Support Center for more!

Questions? Feedback? Contact Support at any time.
1.800.347.4942 or support@goalexandria.com