Prospector Loan Rules

The Prospector system ([http://prospector.coalliance.org](http://prospector.coalliance.org)) currently has a very straightforward and simple loan policy. All patron types and all items are lendable for 3 weeks with one renewal possible. Media (videos, CDs and DVDs) can be checked out for one-week with no renewals. PASCAL bound journals can be checked out for one-week with no renewals. There is a $400 lost volume fee for PASCAL journals. PASCAL is a remote storage facility shared by CU/Boulder, Auraria and CU/Health Sciences. Monographs that are placed in PASCAL are available with the standard Prospector loan rule.

For more information, contact the CO Alliance ([help@coalliance.org](mailto:help@coalliance.org)).

Following are instructions for adding media and PASCAL loan types. Typically, III will do the initial profiling, but the instructions may be helpful if this isn't the case.

**Steps to adding Media and PASCAL journal circulation periods**

Adding our two 7-day parameters:

1. Prospector DD Committee must determine the number of the PROSPECTOR ITEM TYPE for media circulation as well as the PASCAL ITEM TYPE number at the Central level.  **[NOTE: THIS IS DONE: Chosen: 205 for Media and 206 for PASCAL Journals.]**

2. Add ITYPE 205 and 206 to Central.  **[NOTE: THIS IS DONE]**

3. Add ITYPE 205 and 206 to your local systems.

4. Provide CO Alliance staff ([help@coalliance.org](mailto:help@coalliance.org)) with a revised profile sheet for your institution after mapping your local ITYPES that will circulate on the new 205 and 206 Central ITYPES (if applicable).

5. Add a Central Rule Selection Entry for media and PASCAL.  **[NOTE: THIS IS DONE]**

6. Add a Local Loan Rule for media and PASCAL circulation setting the loan time at 7 days with no renewals. PASCAL loan rule will differ in price fields for replacement cost ($400 vs. $100 for media).

7. Add a Local Rule Selection Entry for Media and PASCAL.

8. Establish a testing plan if necessary.

9. Establish an implementation date.