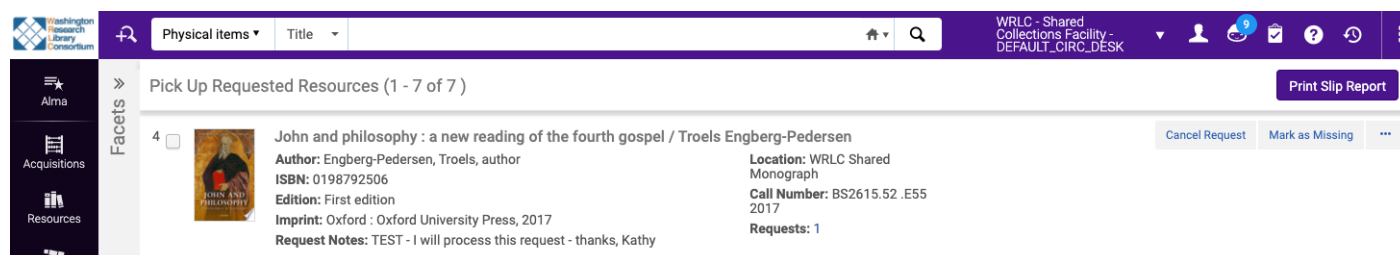


Simplified Digitization Workflow

Simplified Digitization Workflow

Request comes in: Fulfillment → Resource Requests → Pick from Shelf



The screenshot shows the Alma library system interface. The top navigation bar is purple and contains the Alma logo, a search bar with 'Physical items' and 'Title' filters, and a user profile icon. The main content area is titled 'Pick Up Requested Resources (1 - 7 of 7)' and features a 'Print Slip Report' button. A single resource is displayed with a checkbox, a book cover image, and the following details:

Title: John and philosophy : a new reading of the fourth gospel / Troels Engberg-Pedersen	Location: WRLC Shared Monograph
Author: Engberg-Pedersen, Troels, author	Call Number: BS2615.52 .E55 2017
ISBN: 0198792506	Requests: 1
Edition: First edition	
Imprint: Oxford : Oxford University Press, 2017	
Request Notes: TEST - I will process this request - thanks, Kathy	

Buttons for 'Cancel Request' and 'Mark as Missing' are visible next to the resource details.

Pull the item. Scan the requested pages.

Select “Deliver Digital Documents” from Fulfillment → Resource Requests

Washington Research Library Consortium

Requests ▾ Barcode ▾

- Alma
- Acquisitions
- Resources
- Discovery
- Fulfillment**
- Admin
- Analytics

Checkout/Checkin
Manage Patron Services
Return Items

Resource Requests
Pick From Shelf
Scan In Items
Expired Hold Shelf
Active Hold Shelf
Manage In Process Items
★ Deliver Digital Documents
Approval Requests List
Monitor Requests & Item Processes

Course Reserves
Courses
Reading Lists
Citations

Resource Sharing
Lending Requests
Borrowing Requests
Receiving Items
Shipping Items
Partners
Rota Templates

Advanced Tools
Fulfillment Configuration Utility
Create Fulfillment Sets
Bulk Change Due Dates
View Restore Request Jobs
View Overdue and Lost Loan Jobs
Offline Circulation
Items Requiring Action
Transfer Requests
Create Fines And Fees Report
Process and Enrich Citations
Resend Printouts/Emails
Citation Alternate Suggestions
Loans Overdue Notification Status Update
Bulk Citation Copyright Recalculate

Enter the Request ID on the Document Delivery screen.

Washington Research Library Consortium

Physical Items ▾ Title ▾

Document Delivery

Scan request ID to upload files OK

Browse for the scanned document or just drop it in the area provided.

Physical items ▾
Title ▾

WRLC - Shared Collections Facility - DEFAULT_CIRC_DESK

Alma
Acquisitions
Resources
Discovery
Fulfillment
Admin
Analytics

Document Delivery
Exit Done

John and philosophy : a new reading of the fourth gospel / Troels Engberg-Pedersen

Scan request ID to upload files
6409603640004617
OK

Files
External file URL (optional)
Drop files here, or [browse](#).
Start Over

File Name	Label	Size	Status
RoastedLambBreast.pdf	RoastedLambBreast	380.7 KB	Uploaded

Delete

Select Done.

Physical items ▾
Title ▾

WRLC - Shared Collections Facility - DEFAULT_CIRC_DESK

Alma
Acquisitions
Resources
Discovery

Document Delivery
Exit

Scan request ID to upload files
OK

Document delivery handled successfully.
Collapse by default

The item has been successfully uploaded and sent to the requestor.

Tammy:

To get Request ID:

RequestsAll32882014162971X

XQ

Return Items | Scan In Items | Design Analytics

Facets>

Resource Request Monitoring (1 - 1 of 1)32882014162971X

Activity Status : ActiveInclude Pending Resource Sharing Requests : YesClear all

1

Advances in experimental social psychology.
Request Type: Patron digitization request
ID: 10789413890004617
Creator: Ex Libris API
MMS ID: 99185870878904617
Requester: Gelman ILL Staff
Pickup Location: Digitization Department For Institution
Barcode: 32882014162971X

Place in Queue: 0
Call Number: HM251 .A35
Description: v.16 (1983)
Item Call Number: R27M18S05T08 BC
Request Date: 11/12/2024
Note: Request note:ILLiad TN: 535946; The inventory for this request should come from 01WRLC_GWA. Patron: Gelman ILL Staff, GELMANILL_ill@gwu.edu, null. Chapter article title:Social Cognition: Some Historical and Theoretical Perspectives; Chapter article author:Landman, Janet; Start page:49; End page:123.
Material Type: Issue

Workflow Step: Transit Item
Process Status: In Process
Managed By Library: WRLC - Shared Collections Facility
Managed By Desk: DEFAULT_CIRC_DESK
Process Date: 11/20/2024
Expiration Date: 11/20/2024

Revision #2
Created 7 March 2024 17:10:30 by Tammy Hennig
Updated 20 November 2024 15:35:48 by Tammy Hennig