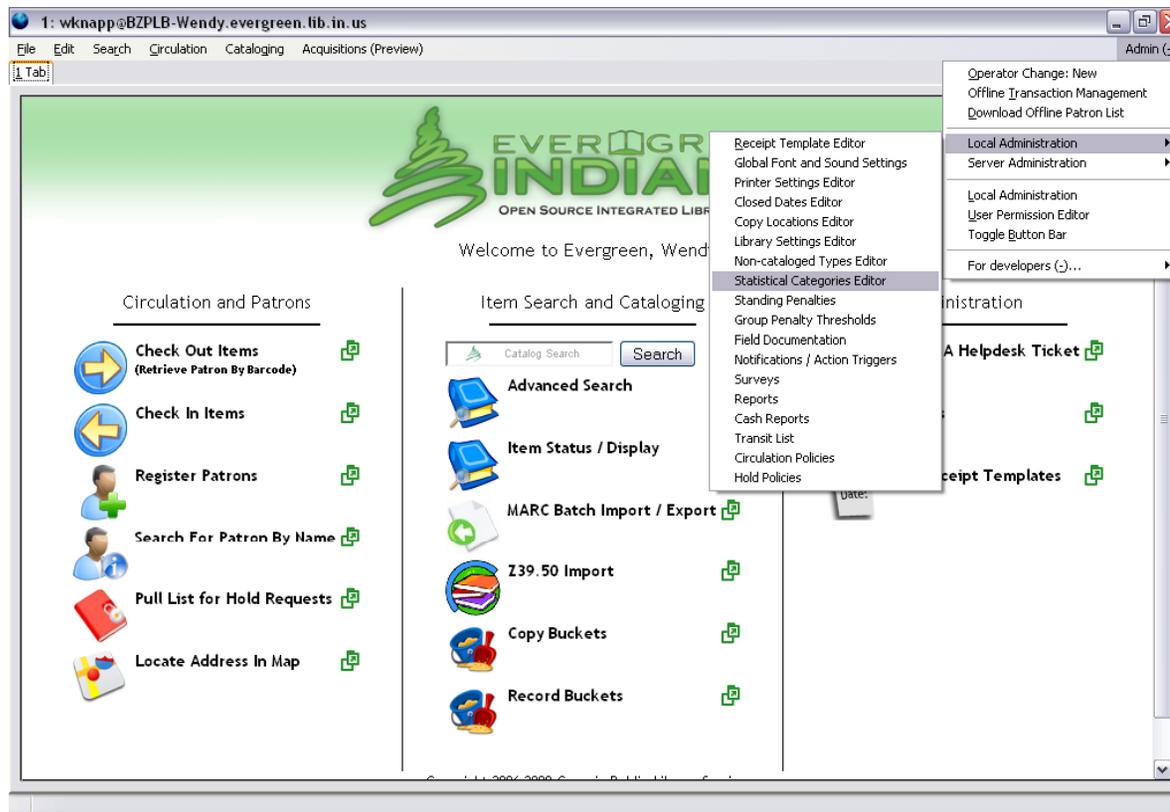




Statistical Categories Editor



The Statistical Categories Editor can be used to collect additional information when registering patrons. For example, it can be used to record the township in which a Reciprocal Borrower lives, or the school district a Student patron attends.

It can be found in Admin→Local Administration→Statistical Categories Editor

The image displays the Evergreen Indiana Open Source Integrated Library System interface. The main window shows a navigation menu on the left with options like "Check Out Items (Retrieve Patron By Barcode)", "Check In Items", "Register Patrons", "Search For Patron By Name", "Pull List for Hold Requests", and "Locate Address In Map". The top right has an "Admin (-)" dropdown menu with options like "Operator Change: New", "Offline Transaction Management", "Download Offline Patron List", "Local Administration", "Server Administration", "Local Administration", "User Permission Editor", "Toggle Button Bar", and "For developers (-)...". A secondary window titled "Local Administration" is open, showing a "Local System Administration" page with a wrench and screwdriver icon. Under the "Library Configuration" section, the link "Statistical Categories Editor" is highlighted with a red box.

- Or Admin→Local Administration goes to the Local System Administration tab
- Under the heading Library Configuration, is the link to “Statistical Categories Editor

File Edit Search Circulation Cataloging Acquisitions (Preview) Admin (-)

Statistical Categories Editor

Go Back Go Forward Debug

Statistical Category Editor

Welcome **wknapp**

1		Create a new statistical category	
Enter the name:	<input type="text" value="Townships"/>	3	Owning Library: <input type="text" value="ISLI"/>
2	OPAC Visibility: On <input type="radio"/> Off <input checked="" type="radio"/>	4	Type: <input type="text" value="Patron"/>
5		<input type="button" value="Create new statistical category"/>	

Focus Location:

1. Enter the name of category
2. Determine whether you want the category to be visible to patrons
3. Set the owning library at the library system or branch level
4. Determine if it will be a patron or an item category
5. Click "Create new statistical category"

File Edit Search Circulation Cataloging Acquisitions (Preview) Admin (-)

Statistical Categories Editor Patron: Knapp, Wendy ISLStaff

Go Back Go Forward Debug

Statistical Category Editor

Welcome **wknapp**

Create a new statistical category

Enter the name:	<input type="text" value="Townships"/>	Owning Library:	<input type="text" value="ISL"/>
OPAC Visibility:	On <input type="radio"/> Off <input checked="" type="radio"/>	Type:	<input type="text" value="Patron"/>

Focus Location:

[Copy Statistical Categories](#)

* To edit or view information about an entry, click on the entry in the drop-down menu

Statistical Category Name	Owning Library	OPAC Visibility	Entries	Add Entry	Edit
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Select the Location (either the library system level or branch level)
And the Statistical Category Type

Focus Location: ISLI

[Copy Statistical Categories](#) [Patron Statistical Categories](#)

* To edit or view information about an entry, click on the entry in the drop-down menu

Statistical Category Name	Owning Library	OPAC Visibility	Entries	Add Entry	Edit
	Evergreen Indiana	Off	(none) <input type="button" value="v"/>	Add	Edit
Townships	Indiana State Library - Indianapolis	On	(none) <input type="button" value="v"/>	Add	Edit
Enter the value of the new entry: <input type="text" value="Washington"/> <input type="button" value="v"/> ISLI <input type="button" value="v"/> <input type="button" value="Create new entry"/> <input type="button" value="Cancel"/>					

2
3
4

1. To create the entries you will choose from for the category, Click on Add
2. Enter the name of the Township
3. Choose the location of either the branch or the library system level
4. Create the new entry
5. Repeat for all Townships

Evergreen User Editor

Note: required or invalid fields are marked with color

[1. User Identification](#)

[2. Contact Info](#)

[3. Addresses](#)

[4. Groups and Permissions](#)

[5. Statistical Categories](#)

[6. Surveys](#)

Statistical Category Name	Owner	Value	
	EG-IN	- None Selected -	or <input type="text"/>
Townships	ISL	- None Selected - Lincoln Washington West	or <input type="text"/>

Log out of Evergreen Indiana, and Log back in. In the Register Patrons module, you now have the Townships Category to add the information to the patron record as Step #5.