

This document includes pictures of some of the screens that will be coming in the web based version of Central Records System.

It is not intended as a user guide or a requirements document. The intent is to give you an idea of what the screens may look like before the system is released on December 11.

All enquiries should be directed to University Records:

W: <http://www.anu.edu.au/records/>

E: records@anu.edu.au

P: 6125 3560

From December 11, you will be able to...

ANUBIS - ANUBIS Login - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://anubis.anu.edu.au/login.asp> Go Links >>

ANU | Students | Staff

ANU ANUBIS
THE AUSTRALIAN NATIONAL UNIVERSITY

ANUBIS >> ANUBIS Login

Login

University ID:

Password:

Login >>

To help ensure the privacy of your information, be sure to logout and Exit/Quit/Close your browser at the end of your session.

Internet

...visit <http://anubis.anu.edu.au>...

...and login with your University ID and OLAMS/HORUS password.



Central Records is under CRS.

Help is available on all screens.

Deborah Cross
U4031391
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CRS

- File Management**
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Search

File Title/Description:

Name:

You can search for files...

... by the file title or description or by name (for student files).

Search results show summary information...

...or you can view more file details.

Search					
182 records found. Page 1 of 7. <<<< 1 2 3 4 5 6 7 >>>>					
File	Part	File Title/Description	Name	DOB	
000411V	001	FREDERIKSEN,SUSANNE			View
1402849	001	GREENUP MR JOHN ALFRED		11/05/1948	View
1408653	001	BENNETT MRS SHEILA WINFRED		18/10/1937	View
1409768P	001	BURMESTER,NORMAN FREDERICK			View
1419035	001	BRUCE MRS ANNE FREDORA WAS: WISHAW MISS ANNE FREDORE		27/05/1953	View

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ANUBIS >> Central Records System >> View Details

View Details

*Enter File No:

Enter Part No: *(Leave blank if current part.)*

OK

* Mandatory field.

You can view file details...

...if you know the file number.

Viewing a file will also show the history...

History Details					
Tran Type	Action By	Borrower	Notified By	Issued	Returned
R	M.L.HANSEN	RECORDS		5/07/2005	5/07/2005
R	M.L.HANSEN	SWADLING T HR		15/03/2006	16/03/2006
R	Cross,Deborah (U4031391)	rashed mumen		22/11/2006	23/11/2006
R	Cross,Deborah (U4031391)	ARABELLA FINKLE		23/11/2006	23/11/2006

...which lists who had the file...

...and when.

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ANUBIS » Central Records System » Transfer

Transfer

Date Issued: 24/11/2006

Actioned By: Cross,Deborah

*File No: 4031391P

Part No: *(Leave blank if current part.)*

*Borrower Name: Marjorie Williams

Notified By:

Transfer

If you loan a file to someone else, you can Transfer it.

Transferring a file records the new borrower's name against the file.

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Reserve

File No : 4031391P
Part No : 001

Reservations

Reservation Date	Borrower
29/11/2006	ANABEL SMITH

*Reservation Date:

*Borrower:

Book **Cancel**

You can reserve a file...

...to be delivered to you in the future

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U4031391

Logout

**Always log out when
you are done**