

How to support Office Delivery and complicated logistics at the Royal Danish Library

IGeLU Copenhagen
september 2024

Susie Ott & Anne Holst van Wonterghem



**DET KGL.
BIBLIOTEK**

Royal Danish Library

Who and why?

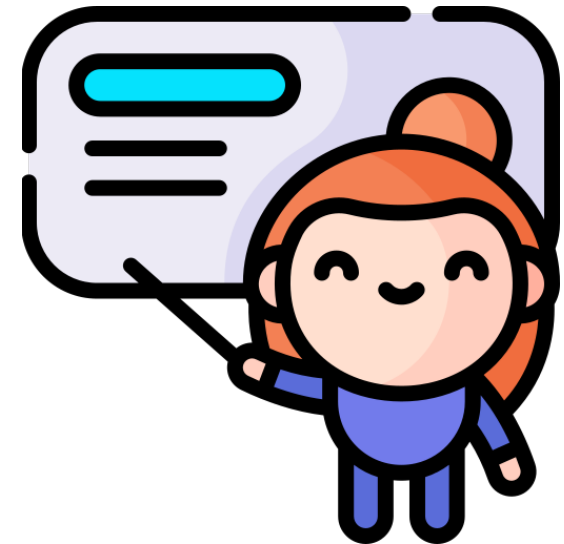
- ❖ Susie – Logistics Coordinator
- ❖ Anne – Senior Advisor

- ❖ Karin – Systems Consultant



Today's presentation

1. Our services
2. Locations
3. Office Delivery scenarios:
 - a. Office Delivery standard
 - b. Office Delivery reality
 - c. Office Delivery makeover
4. The technical stuff
5. The logistical stuff
6. Summing up
7. Time for questions



Our services

Royal Danish Library is an institution controlled by the Danish Ministry of Culture.

As a university library

Royal Danish Library provides services that support research and education at **Aarhus University, the IT University of Copenhagen, the University of Copenhagen and Roskilde University.**

As a national library

Royal Danish Library collects, preserves and provides access to cultural heritage via texts, images and audio, in both physical and digital form.

As a loan centre for the Danish public libraries

Royal Danish Library provides service that supplements **the public libraries'** service offerings to citizens.

As a research institution, Royal Danish Library increases knowledge and awareness of the Danish cultural heritage.

- University staff
- Civil servants
- Private businesses and research facilities
- Private users



Locations -

Lets take a A Royal Library Tour in Denmark...

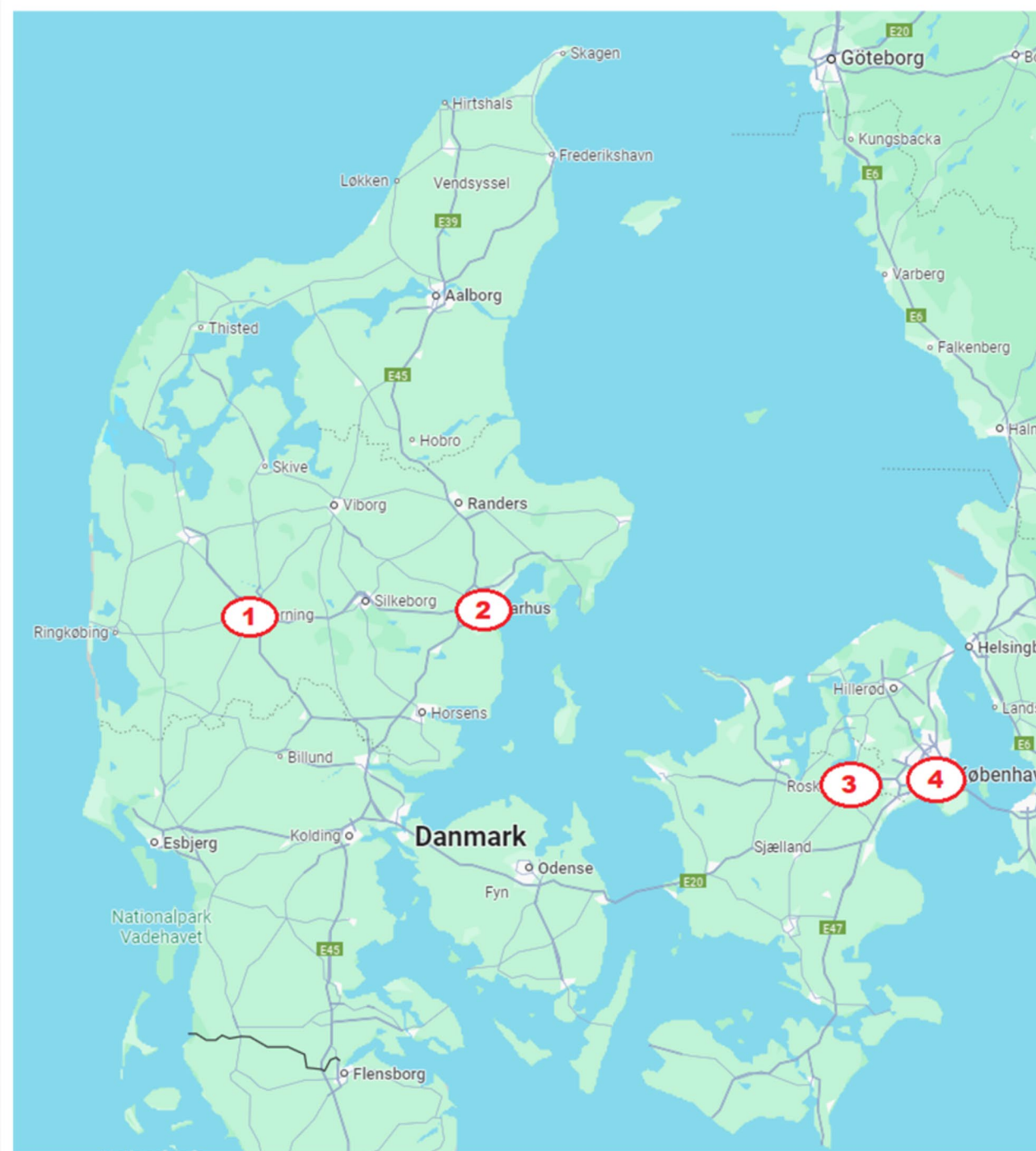
"Where exactly is the Royal Danish Library located?"

"In Copenhagen, right?"



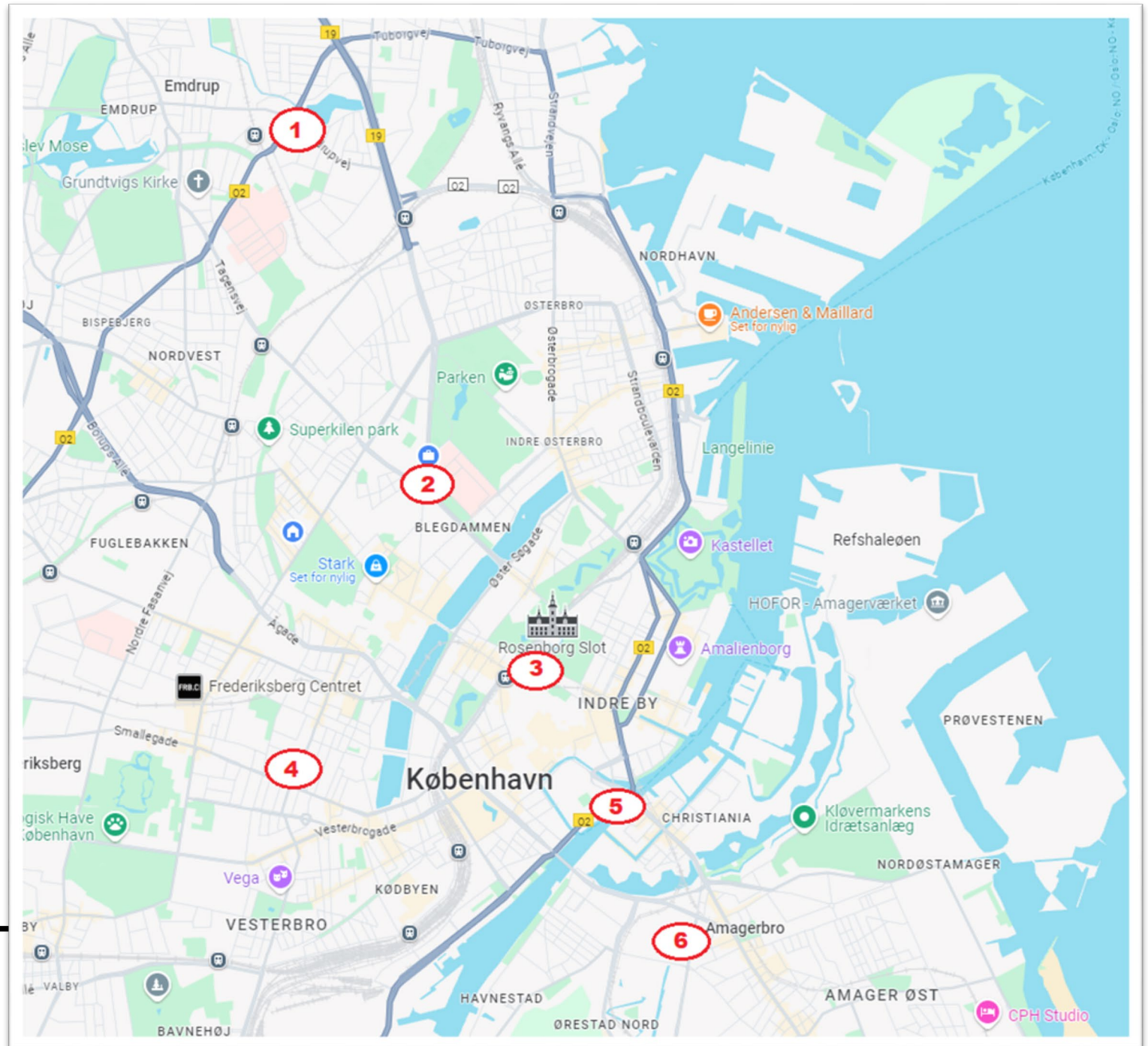
Overall locations in Denmark

1. Herning
2. Aarhus
3. Roskilde
4. København (Copenhagen)



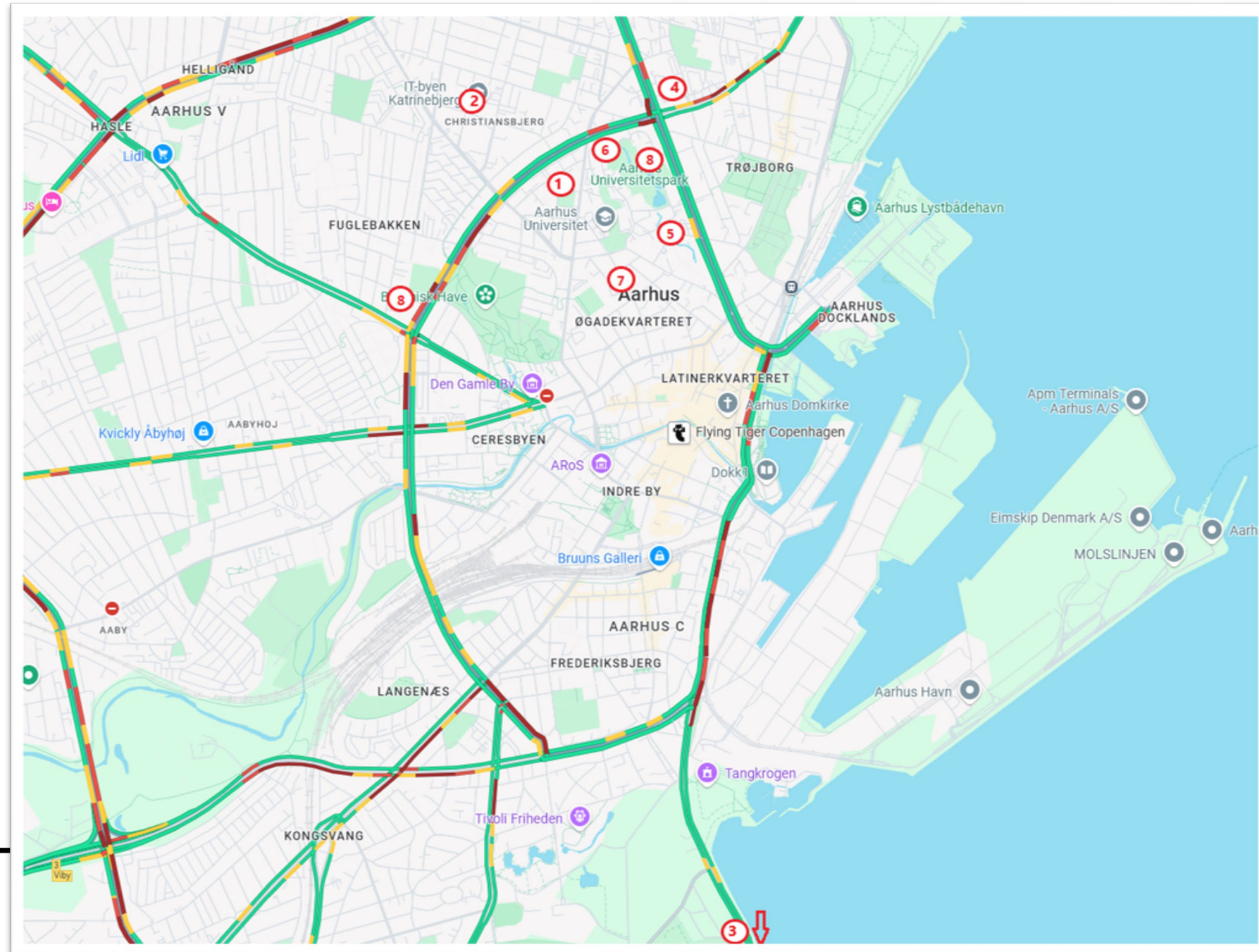
Locations in Copenhagen

1. AU Arts
2. KU Health
3. KU Social Sciences
4. KU Science
5. The Black Diamond
6. KU Humanities



Locations in Aarhus

1. AU Arts, Kasernen
2. AU Arts, Katrinebjerg/
Technical Sciences
3. AU Arts, Moesgaard
4. AU Arts, Nobel park
5. AU Health
6. Royal Danish Library, Aarhus
7. AU Natural Sciences
8. AU School of Business and
Social Sciences (BSS)



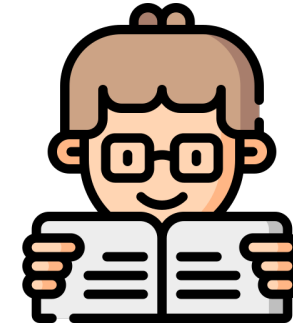
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Office Delivery standard



Owning Library
Book is checked out
and patron receives email



Researcher



Office Delivery reality



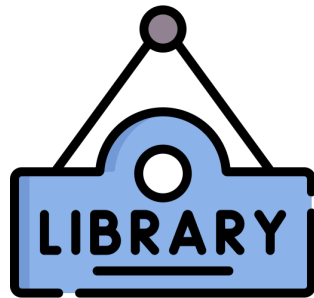
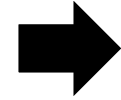
Owning Library
(Book is checked out and patron receives email)



Transit library, Copenhagen



Transit library, Aarhus



Receiving Library



Researcher



Office Delivery Make Over, 2024



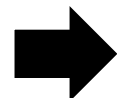
Owning Library



Transit library,
Copenhagen



Transit library,
Aarhus



Receiving Library
(Book is checked out
and patron receives email)



Researcher

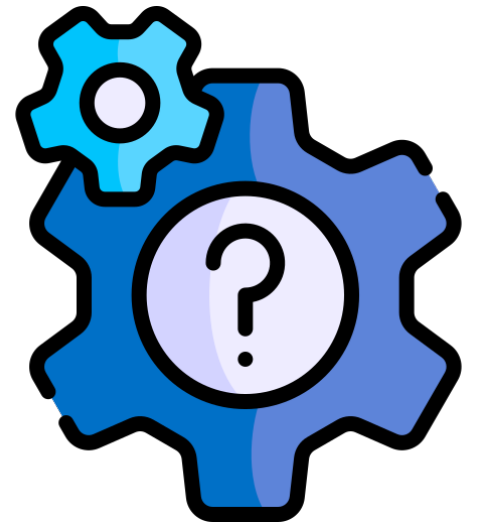


The technical stuff #1

Easy peasy lemon squeezy :-)

How to set it up in Alma - Just follow these simple steps:

1. Make sure that each library allows to handle personal delivery for other libraries
2. Create an Office Delivery circulation desk for each library
3. Disable the same function for the normal circ desk



The technical stuff #2

Make sure that each library allows other libraries to handle personal delivery

Configuring: KU Nord ▾

Organization Unit Details

Summary | Contact Information | Calendar Management | IP Definitions

General Details

Organization unit name *	<input type="text" value="KU Nord"/>
ISIL Code	<input type="text" value="DK-800028"/>
Base URL	<input type="text" value="-"/>
Description	<input type="text"/>
Premium sandboxes:	<input type="text" value="1: Premium SB Unblocked"/>
Default location for acquisition	<input type="text" value="Closed Location Type: Fjernmagasin - hjemlån"/>
Campus	<input type="text" value="København"/>
Proxy	<input type="text"/>
Time to reshelve (hours)	<input type="text"/>
Delay for hold notification (minutes)	<input type="text"/>
	<input checked="" type="checkbox"/> Allow other libraries to handle personal delivery
	<input type="checkbox"/> Serves Other Institutions



The technical stuff #3

Create an Office Delivery circulation desk

Configuring: KU Nord ▾

< Circulation Desks List

1 - 5 of 5

[+ Add Circulation Desk](#)

▼ Serviced Physical Location : Any ▾

Code	Name	Description	Primary	Supports Digitization	More actions
1 SU1_DESK	Circulation Desk KU Nord	-	✓		⋮
2 MLU_UDEN_VENTEHYLDE	Circulation Desk KU Nord - Uden ventehylde	-	✓		⋮
3 gt_kbh_su1	gt_kbh_su1	-	✓		⋮
4 KUMIK	MIK desc Hansen	-	✓		⋮

Edit

Duplicate

Delete



The technical stuff #4

Disable the same function for the normal circ desk


And done!
Really....?

Configuring: KU Nord ▾

< Circulation Desk - General Information

General Details

Code * SU1_OD_DESK

Name * Office Delivery 

Primary

Reading room desk

Picks from shelf

Supports personal delivery

Supports registering new users

Supports overriding return date

Time to reshelve (hours)

Delay for hold notification (minutes)

Additional Information

Description



Complicated logistics

- Remember the Royal Danish Library landscape?
- We deliver to so many different addresses, it is impossible to know them all!



The logistical stuff #1

The Test Institute ALMA

7B.0.01

Nørre Allé 49

KU Nord Vælg

2200

Copenhagen N

Danmark // DK

Vælg

- AU Bartholins Allé, Aarhus
- AU Fuglesangs Allé, Aarhus
- AU Kasernen, Aarhus
- AU Katrinebjerg, Aarhus
- AU Nobelparken, Aarhus
- KU Frederiksberg
- KU Gothersgade
- KU Nord
- KU Søndre Campus
- KB Kunstbiblioteket, Nyhavn, København
- Service for Centraladministrationen
- Postforsendelse



The logistical stuff #2

Address Details

Address Details

Address types *

- Alternative
- Home
- School
- Work

Address line 2

Address line 4 **KU Nord**

City **Testcity**

Postal code **2200**

Note

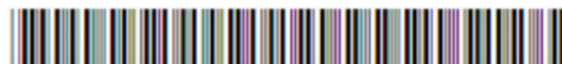
Start date **22/12/2023** ✕ 📅

Preferred address * Yes No



The logistical stuff #3

Type: HOLD - Patron physical item request



55472202250005763

Ansæt KU (22)

**Closed stacks (LGV) (LGV) - KUB-samling, fjernmag, hjemlån
KUB-2014-11706**

Gabrielsen, Jonas

Ledere, der taler - taler, der leder

1. udgave; 166 sider; 9788771184099; 2014; Frydenlund Academic.; Frederiksberg ;;

MATERIALE



4996646896

Bestilt: 15/07/2024, 15:25

REQUEST ID



58852567060005763

Karin OD TEST 3

Test office delivery

KU NORD

2200 Testcity

Transit til: Office Delivery

TRANSIT TIL:
OFFICE DELIVERY

FRA:
KU Nord - Circulation Desk KU Nord

Titel: Neuroscience / editors, Dale Purves ... [et al.],

Forfatter: Purves, Dale.

Dato: 29/05/2024

Opstilling: KUB4-2013-773



4909206672

Til:
OFFICE DELIVERY

Karin OD TEST 3

Test office delivery

KU NORD

2200 Testcity



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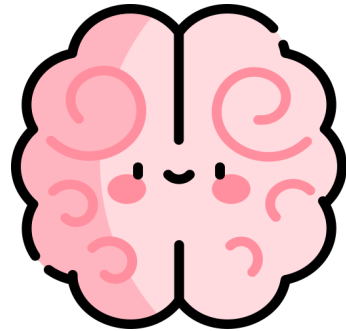
Royal Danish Library

september 2024

Summing up



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Happy staff and happy researchers!



Time for Questions



Contact info

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Royal Danish Library: www.kb.dk

