HOME SCREEN & TOOLBAR

In the web staff client, you can navigate using various methods including: Links found on the Home Page, Drop-Down Menus on the Toolbar, and Keyboard Shortcuts. You can always navigate back to the Home Portal page, by clicking on the little house on the upper left of the screen.

Home Button | 🏠 Search ▾ | Circulation ▾ | Cataloging ▾ | Acquisitions ▾ | Booking ▾ | Administration ▾ | ☰

> **Toolbar** *(on all pages)*: green for production (live) database, purple for dev (test) database

Search

F4	👤 Search for Patrons
F5	▥ Search for Copies by Bar
F3	🔍 Search the Catalog

F1 = Search for patron by barcode
F4 = Search for patron by name

Circulation

F1	⤼ Check Out	
F2	⤴ Check In	
	✈ Capture Holds	Shift+F2
	☰ Pull List for Hold Requests	
	⟳ Renew Items	Ctrl+F2
	👤 Register Patron	Shift+F1
F8	➚ Retrieve Last Patron	
	👍 Pending Patrons	
	▤ User Buckets	
	✔ Verify Credentials	
	✎ Record In-House Use	
	☰ Holds Shelf	
	▥ Replace Barcode	
F5	⤓ Item Status	
	▦ Scan Item as Missing Pieces	
F9	🖨 Reprint Last Receipt	
	⚠ Offline Circulation	

EVERGREEN™

Home Portal Page

Item Search and Cataloging

Search catalog for... [Search]

Record Buckets

Copy Buckets

Administration

Evergreen Documentation

Workstation Administration

Reports

Navigation Notes:

> In the web browser, users can use browser-based tab controls and keyboard shortcuts to help with navigation.

For example: Undo closing a tab by using Ctrl+Shift+T.

> To open a link in a new tab, Ctrl+click the link or
Right-click the link and select "Open Link in New Tab"

COLUMN CONFIGURATION

From many screens and lists, you can click on the column picker drop-down menu to change which columns are displayed.

There are 3 components to column management using the column picker:

- Hide or Show a Column
- Order of Columns
- Column Width

Item Status

#		Barcode	Owning Library	Call Number	Title	Author
1	☐	25908006068436	THOMASVILLE	F H	a discovery of witches ⬀	harkness, deborah e
2	☐	25908006068436	THOMASVILLE	F H	a discovery of witches ⬀	harkness, deborah e

Actions ▾ Rows 25 ▾ Page 1 ▾

🔧 Manage Columns
↔ Manage Column Widths
🖫 Save Columns
🔄 Reset Columns
⊕ Download Full CSV
🖨 Print Full Grid

✅ Barcode
✅ Owning Library
✅ Call Number
✅ Title
✅ Author
✅ Location
❌ Copy Status
❌ Alerts

> Choose **Manage Columns** to change the order of the columns

> Choose **Manage Column Width** to change the size of the columns

Grid Columns Configuration

Visible	Column Name	Move Up	Move Down	First Visible	Last Visible	Sort Priority
✅	Barcode	↑	↓	⬆	⬇	0
✅	Owning Library	↑	↓	⬆	⬇	0
✅	Call Number	↑	↓	⬆	⬇	0
✅	Title	↑	↓	⬆	⬇	0
✅	Author	↑	↓	⬆	⬇	0
✅	Location	↑	↓	⬆	⬇	0
❌	Copy Status	↑	↓	⬆	⬇	0
❌	Alerts	↑	↓	⬆	⬇	0
❌	Alert Message	↑	↓	⬆	⬇	0
❌	Due Date	↑	↓	⬆	⬇	0

#		Barcode	Owning Library
Expand		⤢	⤢
Shrink		⤡	⤡
1	☐	25908006068436	THOMASVILLE
2	☐	25908006068436	THOMASVILLE

> Click the "Expand" or "Shrink" icons to adjust the width of the columns.

> To show or hide a column, simply click the column name in the menu.

> Note: After customizing the display, save your changes by choosing **Save Columns**

PATRON SEARCH

- Click **Search For Patron By Name** on the home page or select **Search → Search for Patrons** or (F4)
- Click on the **Show More Fields** button for additional search options. (Click on it again to Show Fewer Fields)

Check Out	Items Out	Holds	Bills	Messages	Edit	Other ▾		Patron Search

Last Name	First Name	Middle Name	Search	Clear Form	⊕

Click arrow to show more fields

Last Name	First Name	Middle Name	Search	Clear Form	⊕
Barcode	Alias	Username	Email	Identification	
Database ID	Phone	Street 1	Street 2	City	
State	Post Code	Profile Group ▾	CARDINAL ▾	☑ Include Inactive?	
DOB Year	DOB Month	DOB Day			

Additional Search Fields

Always search all of **CARDINAL** and Include Inactive patrons

Search by DOB

- Enter your search terms and click on **Search** button.
- Review Patron Search Results.

Change number of rows displayed

Use the column picker to manage columns

(See **Column Configuration**)

Patron Search Results   Add To Bucket▾   Merge Patrons |◀◀ ◀◀ ▶▶| Rows 25 ▾   Page 1 ▾ ▾

#	☐	Created On	Mailing:Street	Home Library	Profile	DoB	Middle Name	First Name	Last Name	Card
1	☐	7/16/2015 …	1383 Glen…	LEXINGTO…	Staff	8/5/1973	Dale	Jennifer	Weston	35908002685249

Click in the selection box to preview the patron's data

Use Arrows to see more Patron Results

(no limit)

Click on the patron card number to open the patron's account (remember to Right-click for the "Open in a new tab" option)

PATRON ACCOUNT

Patron Details will appear in a vertical display on the left

Tabs for additional patron screens are across the top

Acquisitions ▾   Booking ▾   Administration ▾

Check Out   Items Out (7)   Holds (0 / 1)   Bills ($0.00)   Messages   Edit   Other ▾

Patron Search

Weston, Jennifer Dale

Click arrows to collapse or expand patron summary

Use the column picker to manage columns

(See **Column Configuration**)

Home Library	LEXINGTON
Net Access	Filtered
Date of Birth	8/5/1973
Last Activity	5/25/2018
Last Updated	9/4/2018
Create Date	7/16/2015
Expire Date	9/4/2021
Fines Owed	$0.00
Items Out	7
Overdue	6
Long Overdue	0
Claimed Returned	0
Lost	0
Non-Cataloged	0
Holds	0 / 1
Card	35908002685249
Username	35908002685249
Day Phone	336-231-9942
Evening Phone	
Other Phone	336-242-2941
ID1 (Drivers License)	4246382

Barcode ▾   [   ]   Submit

Date Options ▾   09/18/2018

⏮ ◀◀ ▶▶   Actions ▾   Rows 25 ▾   Page 1 ▾ ▾

| # | ☐ | Balance O | Alerts | Due Date | Call Numb | Remaining | Title | Circulation | Location | Barcode | Family Nar | Circ ID | Circulation | Owning Li |

No Items To Display

Alerts are identified in **bold red** text for things such as: Expired, Fines, Overdue, Group Bills

☐ Strict Barcode ✉   Quick Receipt ▾   Done ▾

Patron Registration (new fields on patron account)

Edit Tab

Email Checkout Receipts

Set default receipt method or make choice at time of checkout

Primary Identification Type	Drivers License ▾
Primary Identification	[ ]
Secondary Identification Type	[▾]
Secondary Identification	[ ]
Email Address	[ ]
Email checkout receipts by default?	☐

PATRON GROUPS

Grouping provides a convenient way to see family accounts in one place, rather than looking them up one by one. The Group Member Details screen includes any balances owed on grouped accounts.

Staff can create or add to a group by bringing up an existing patron account, going to the Edit tab and clicking the Save & Clone button. This will open a new patron registration screen that includes some of the data (such as daytime phone and address) from the existing patron account. Staff should add the new patron's information (e.g. adding a new account for a child). When the new account registration is saved, the two accounts will be automatically grouped.

Grouping Existing Patron Accounts
1. Open the lead (parent) account and click the Other tab in the top-right portion of the screen.
2. Select Group Member Details and click box next to the lead account in list.
3. From the Actions menu, select Move Another Patron to This Patron's Group.
4. Scan or enter the barcode for the patron you wish to add to the group and click OK/Continue.

Staff can ungroup accounts using the same Actions menu. Note: Children need to be manually removed from a family group when they turn 18.

Note: Generally, only one parent is listed as the responsible party (Group Lead Account) in a family group with children's accounts. If a library system adds more than one adult account to a group, staff should use caution to maintain patron privacy and should not share information about an adult's account with another person without permission.

CHECK OUT

Open a Patron Account.

The **Check Out** screen opens by default.

Scan or Enter Item Barcode(s)

When all barcodes are entered, finalize the transaction in one of the following ways:

- Click **Quick Receipt** to trigger the default checkout receipt option (email or print) and stay in the patron account
- Click **Done** to trigger the default checkout receipt option and close out the patron account
- Click on the arrow next to the Quick Receipt or Done buttons to select which receipt option to use, regardless of the default

Search ▾   Circulation ▾   Cataloging ▾   Acquisitions ▾   Booking ▾   Administration ▾   jenniferd @ LEXINGTON-ILS_Manager   ≣

| Check Out | Items Out (8) | Holds (0 / 1) | Bills ($0.00) | Messages | Edit | Other ▾ |

Weston, Jennifer Dale   ⤢

Use the column picker to manage columns

(See **Column Configuration**)

Collapse the patron summary for additional space.

Barcode ▾ [   ] Submit   Date Options ▾   09/18/2018

|⤒◀| |◀| |▶▶| Actions ▾   Rows 25 ▾   Page 1 ▾   ▾

#	☐	Due Date	Barcode	Title	Author	Call Number	Location	Circulation Modifier	Circulation Library	Owning Library
1	☐	10/2/2018	259frog17	Frog	Royston, Angela	J R	Easy New	BOOK	LEXINGTON	LEXINGTON

☐ Strict Barcode   ✉ Quick Receipt ▾   Done ▾

Item Alerts

Add / Manage Item Alerts at Check Out

|◀| |▶▶| Actions ▾

#	☐	Due Date		Add Copy Alerts
1	☑	10/2/2018		Manage Copy Alerts

- Check box at beginning of row for item.
- Use **Action** drop-down menu to Add or Manage Item/Copy Alert.

Receipt Options: (See **Patron Account** to set default **Email Receipt**)

Choose **Quick Receipt** to print or email a receipt. If the patron has chosen to receive emails by default, the envelope icon will display. If not, the printer icon will display [see below].

Choose **Done** to close out the patron account window.

🖨 Quick Receipt ▾   Done ▾

Email Receipt
Print Receipt

CHECK IN

Click on **Check In Items** on the home page or select **Circulation → Check In** or (F2)

Consider the need to change the **Effective Date** or use a **Checkin Modifier**

Scan or Enter Item Barcode(s) and click **Submit**

Search ▾	Circulation ▾	Cataloging ▾	Acquisitions ▾	Booking ▾	Administration ▾	jenniferd @ LEXINGTON-ILS_Manager

Checkin Items

Can backdate item during **Check In** using **Effective Date** on right – red bar will appear here.

Barcode	Barcode	Submit		Effective Date	09/24/2018	📅

Use the column picker to manage columns

Items Checked In

⏮ ⏪ ⏩ Actions ▾ Rows 25 ▾ Page 1 ▾ ▾

#	☐	Balance Owed	Title	Start	Route To	Family Name	Checkin Date	Finish	Location	Circulation Mod	Circulation Libr:	Bill #	Barcode
1	☐	$5.00	Frog	6/4/2018 7:47...	THOMASVIL...	Hall	9/24/2018 4:2...	9/24/2018 4:2...	Easy	BOOK	THOMASVIL...	55570213	25908004158...

Overdue Fine

Fine Tally: $5.00 Transaction for 25908004158692 billed: $5.00

If there is an overdue fine associated with the checkin, an alert will appear at the top of the screen with a fine tally for the current checkin session.

To immediately handle fine payment, click the alert to jump to the patron's Bill tab. ➡

Check Out	Items Out (1)	Holds (0 / 1)	**Bills ($5.00)**	Messages	Edit	Other ▾

Total Owed:	**$5.00**	Refunds Available:	$0.00
Total Billed:	$5.00	Credit Available:	$0.00
Total Paid/Credited:	$0.00	Session Voided:	$0.00

Owed for Selected:	$0.00	Pending Payment:	**$0.00**
Billed for Selected:	$0.00	Pending Change:	**$0.00**
Paid/Credited for Selected:	$0.00		

CATALOG SEARCH

Use **Search** on Home Page   or

Select **Search → Search the Catalog** or (F3)

Search Options are the same as the old Staff Client (Advanced Options with Filters)

Additional tabs become active when a title page is opened

Performs Keyword search for All Formats

Other Search Options:

Search → Search for Copies by Barcode (F5)

Circulation → Item Status (F5)

Cataloging → Retrieve Bib Record by TCN (Shift+F3)

Cataloging → Retrieve Last Bib Record (Shift+F8)

SEARCH RESULTS

The **Search Results** list relevant works from the catalog.

Apply Additional Filters or Choose from Linked Facets

Click on Title to open a Title Record

Additional tabs become available when a title page is opened

OPAC View | MARC Edit | MARC View | View Holds | Monograph Parts | Holdings View | Conjoined Items

Search the Catalog   Advanced Search   Browse the Catalog

Search: DISCOVERY OF WITCHES   Type: Keyword ▼   Format: All Formats ▼   Library: NC Cardinal ▼   Search   ☐ Disable Highlighting

Filter Display on Search Results

Filtered by: Item Type Book ×

[Refine My Original Search]

Another Search   Advanced Search   Sort by Sort by Relevance ▼   Show More Details   ☐ Limit to Available Items   ☐ Group Formats and Editions   ☐ Show Results from All Libraries

☐ Exclude Electronic Resources

Filters used appear directly below the search box.

Click the X next to the filter name to remove it.

Search Results   Results 1 - 10 of 75 (page 1 of 8)   Preferred library: Davidson County Public Library   1 2 3 4 5 6 7 8   Next ▶

Recent searches   ➕

Personal Author	More
Harkness, Deborah E. 1965-	(18)
Harkness, Deborah E.	(6)
Connor, James A.	(3)
Graham, Heather	(2)
Howe, Katherine	(2)

Topic Subject	More
Witches	(38)
Vampires	(27)
Science and magic	(17)

1. A discovery of witches
   Harkness, Deborah E. 1965-
   Book (2011.)
   Call number: F HARKNESS
   0 of 1 copy available at NC Cardinal.

2. A discovery of witches
   Harkness, Deborah E. 1965-
   Book (c2011.)
   0 of 1 copy available at NC Cardinal.

3. A discovery of witches
   Harkness, Deborah E. 1965-
   Book (c2011.)
   Call number: LPB FIC HARKNE
   1 of 1 copy available at NC Cardinal.
   ✔ Place Hold

4. A Discovery of Witches : a novel
   Harkness, Deborah E. 1965-
   ✔ Place Hold

Search terms are automatically highlighted.

To disable this feature, check the option at the top.

Highlighting

TITLE RECORD

Click on a title in the search results to view a detailed record of the title and its holdings.
Some of the Action Items have been transformed into new tabs on the Bibliographic/Title Record, e.g. View Holds.

Record Summary

Title:	A discovery of witches	Edition:		TCN:	6421581	Created By:	admin
Author:	Harkness, Deborah E. 1965-	Pub Date:	2011	Database ID:	6421581	Last Edited By:	hcatsuper1
Bib Call #:	813/.6			Record Owner:		Last Edited On:	4/2/2018 11:39 AM

Start | Previous | Next | End | Back To Results (8 / 75)   *Additional tabs are active on title page*   Add Copies | Serials ▾ | Mark for: ▾ | Other Actions: ▾

OPAC View | **MARC Edit | MARC View | View Holds | Monograph Parts | Holdings View | Conjoined Items**

Set default

Search: DISCOVERY OF WITCHE Type: Keyword ▾   Format: All Formats ▾   Library: NC Cardinal ▾   Search   All Libraries
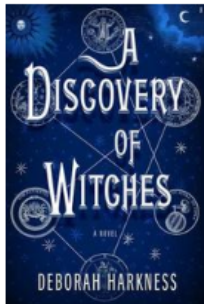
Filtered by: Item Type Book ✕

Recent searches   ◄ Search Results   Showing Item 8 of 75   Preferred library: Davidson County Public Library   ◄ Previous Next ►

A discovery of witches
Harkness, Deborah E. 1965- (Author).

📖 Book

Available copies
- 52 of 89 copies available at NC Cardinal.
- 5 of 5 copies available at Davidson County Public Library. (Show preferred library)

View other formats and editions

Book (5)   English (11)
E-book (1)
CD Audiobook (3)
Large Print Book (1)

View all formats and editions (11)

Current holds

1 current hold with 89 total copies.

✔ Place Hold

🖨 Print / Email

✏ Disable Highlighting
Clear AddedContent Cache

Location	Call Number / Copy Notes	Barcode	Shelving Location	Circulation Modifier	Age Hold Protection	Active/Create Date	Holdable?	Status	Due Date
Denton Public Library	F H (Text)	25908006105089 view | edit	Adult Fiction	BOOK	None	01/30/2012	Copy hold / Volume hold	Available	-
Lexington Public Library	F H (Text)	25908007003697 view | edit	Adult Fiction	BOOK	None	02/18/2011	Copy hold / Volume hold	Available	-
North Davidson Public Library	F H (Text)	25908006624436 view | edit	Adult Fiction	BOOK	6month	02/28/2015	Copy hold / Volume hold	Available	-

PLACING HOLDS

Patrons and staff should place Metarecord or Title level holds to allow for the maximum number of potential copies available to fill holds. Staff should avoid placing Volume or Copy holds unless a specific copy is required, as **only** the targeted volume/copy would ever fill the hold, even if other copies are available in the consortium.

Metarecord Level Hold

On the Advanced Search screen, click the Group Formats and Editions box.

| Another Search | Advanced Search | Sort by | Sort by Relevance ▾ | Show More Details | ☐ Limit to available items | ☑ Group Formats and Editions |

The metarecord search results will display both the representative metarecord bibliographic data and the combined metarecord holdings data. The number of records represented by the metarecord are displayed in parenthesis next to the title. The formats contained within the metarecord are displayed under the title. Click the Place Hold button. (Do not click on the title, as this would separate the Metarecord into the individual title records.)

| Another Search | Advanced Search | Sort by | Sort by Relevance ▾ | Show More Details | ☐ Limit to available items | ☑ Group Formats and Editions |

Search Results Results **1 - 1** of about **1** (page **1** of **1**)

Personal Author		1.	Harry Potter and the goblet of fire (5)	✔ Place Hold	Add to my list
Rowling, J. K.	(1)		Rowling, J. K.		
			📖 Book 🎧 CD Audiobook 🔍 Large Print Book 🎵 Musical		
Topic Subject	More		Sound Recording (Unknown Format) 📀 Blu-ray (2002.)		

Title Level Hold

Retrieve the **Title Record** on the catalog and click the "Place Hold" link beside the title on the search results list, or click the Place Hold link on the title summary screen.

A discovery of witches
Harkness, Deborah E. 1965-
🔍 Large Print Book (2011.)
Call number: F H
7 of 9 copies available at NC Cardinal.
2 of 2 copies available at Davidson County Public Library.

✔ Place Hold

Scan or type patron's barcode into the Place hold for patron by barcode box or use the Patron Search feature on the Place Hold screen.

Placing Holds in Patron Records

In the **Patron Record** on the **Holds** screen, click the "Place Hold" button.

	Check Out	Items Out (	Holds (0 / 1)
DAVIDSON, TEST ADULT			
Profile	Adult - 3 Yr	Open Hold Requests	Recently Canceled Holds
Home Library	THOMASVILLE		
Net Access	Filtered		
Date of Birth	1/1/1970	Place Hold	Detail View
Last Activity	3/6/2018		
Last Updated	5/9/2018	# ☐ Hold ID	Hold Type Request Date P
Create Date	9/18/2017	1 ☐ 4983625	P 6/5/2018 3... 1
Expire Date	9/18/2020		

The catalog is displayed in the Holds screen to search for the desired title. Search for the title and click "Place Hold"

Patron Search from Place Hold

When placing a hold for a patron who does not present their card, click on the Patron Search button to access the patron search interface.

Place Hold

◉ Place hold for patron by barcode: [＿＿＿＿＿] **Patron Search**

Use the **Patron Search** interface to find the patron.

Click the row of the desired patron account and click Select. The patron barcode will be added automatically in the hold screen.

ITEMS

ITEM STATUS
The Item Status page is now found under **Circulation → Item Status** (F5)

To access from the Catalog/OPAC View

Barcode

25908006105089 (view) | edit

> Clicking on this button will toggle between **Detail View** and **List View**

> Select row to activate **Actions** menu

Scan Item

[_____] [Submit] OR [Choose File] No file chosen

[Detail View]

Item Status

|⏮|⏪|⏩| Actions ▾ | Rows 25 ▾ | Page 1 ▾ |

#		Barcode	Owning Library	Call Number	Title	Author	Location	Copy Status		Alerts
1	☑	25908006624436	N_DAVIDSON	F H	a discovery of witches ⬈	harkness, deborah e	Adult Fiction	Available	0	Manage
2	☐	25908007003697	LEXINGTON	F H	a discovery of witches ⬈	harkness, deborah e	Adult Fiction	Available	0	Manage
3	☐	25908006105089	DENTON	F H	a discovery of witches ⬈	harkness, deborah e	Adult Fiction	Available	0	Manage

> Toggle between List View [above] and Detail View [below]

Scan Item

[_____] [Submit] OR [Choose File] No file chosen

Actions ▾ [List View]

Record Summary (MARC)

Title:	A discovery of witches	Edition:		TCN:	6421581	Created By:	admin
Author:	Harkness, Deborah E. 1965-			Database ID:	6421581	Last Edited By:	h...
Bib Call #:	813/.6			Record Owner:		Last Edited On:	4/...

> Tabs are available for view only information

> Click arrows to collapse or expand Record Summary

| Quick Summary | Recent Circ History | Circ History List | Holds / Transit | Cataloging Info | Triggered Events |

Barcode	25908006624436	Circ Library	N_DAVIDSON	Call # Prefix		Status	Available
Price	28.95	Owning Library	N_DAVIDSON	Call #	F H	Due Date	10/18/2017
Acquisition Cost		Copy Location	Adult Fiction	Call # Suffix		Checkout Date	9/20/2017 12:53 PM
ISBN	{0670022411,9780670022410}	Loan Duration	Normal	Renewal Type		Checkout Workstation	N_DAVIDSON-ndstaff6
Date Created	2/20/2015 1:08 PM	Fine Level	Normal	Total Circs	14	Duration Rule	28_days_2_renew
Date Active	2/28/2015 10:34 AM	Reference	false	Total Circs - Current Year	0	Recurring Fine Rule	no_fine
Status Changed	10/6/2017 10:56 AM	OPAC Visible	true	Total Circs - Prev Year	2	Max Fine Rule	no_fine
Copy ID	10650217	Holdable	true	In-House Uses	0	Checkin Time	10/6/2017 10:56 AM
Circulate	true	Renewal Workstation		Remaining Renewals	2	Checkin Scan Time	10/6/2017 10:56 AM
Floating		Circ Modifier	BOOK	Age-based Hold Protection	6month	Checkin Workstation	N_DAVIDSON-ndstaff8
Copy Alerts	[Add] [Manage]						

> Can add or manage Item/Copy Alerts

EDITING ITEMS

Accessing the Volume/Item Editor by Barcode

Click **Search → Search for Items by Barcode, or use Circulation→ Item Status** or (F5)

Scan or manually enter barcode.

Use **Actions** drop down menu or Right-click on the entry in the grid and click **Edit → Volumes and Items**

To access from the Catalog/OPAC View

Barcode

25908006105089 view edit

Scan Item

Submit OR Choose File No file chosen   Detail View

Item Status

|⏮|◀|⏭| Actions | Rows 25 | Page 1 |

Edit
Volumes
Items
Volumes and Items

#		Barcode	Owning Library	Call Number	Title	Author		Alerts
1	☑	25908006068436	THOMASVILLE	F H	a discovery of witches	harkness, deborah e	Adu	0	Manage

Print

Volume/Item Editor

Edit   Copy Templates   Defaults

Show Volume/Copy Details   Hide Copy Attributes

Use the column picker to manage columns

Working Copies   Completed Copies

Store Selected   Save & Exit   ▾

Template [   ] ▾   Apply

☑	Barcode	Created	Activated	CN Prefix	Call Number	CN Suffix
☑	25908006...	3/9/2011 ...	3/9/2011 ...		F H	

Circulate? ● Yes ○ No

Status Available ▾

Statistical Categories Filter by Library

Circulation Library THOMASVILLE ▾

Reference? ○ Yes ● No

To Edit:

Apply **Template**, if desired

or make changes to individual fields/attributes

Click **Save & Exit**

Shelving Location Adult Fiction (CARDINAL) ▾

OPAC Visible? ● Yes ○ No

Circulation Modifer BOOK ▾

Price 28.95

Loan Duration Normal ▾

Acquisition Cost [   ]

Circulate as Type <NONE> ▾

Deposit? ○ Yes ● No