

Tape loan system

new functions



Upgrade to Etere ■ ■ ■

## Table of contents

A.	Tape loan.....	3
A.1	Asset Cockpit.....	3
A.2	New Functions.....	4
A.3	Configuration.....	5
B.	Fast Loans.....	7
C.	Fast return .....	8
D.	Inventory.....	9
E.	Onair library .....	10
E.1	Internally loaned tape.....	11
E.2	Externally loaned tape .....	11
E.3	Onair loan Tape .....	11
F.	Tape management .....	12

Further information about *ETERE* is available on the website: [www.eteres.com](http://www.eteres.com)

## A. Tape loan

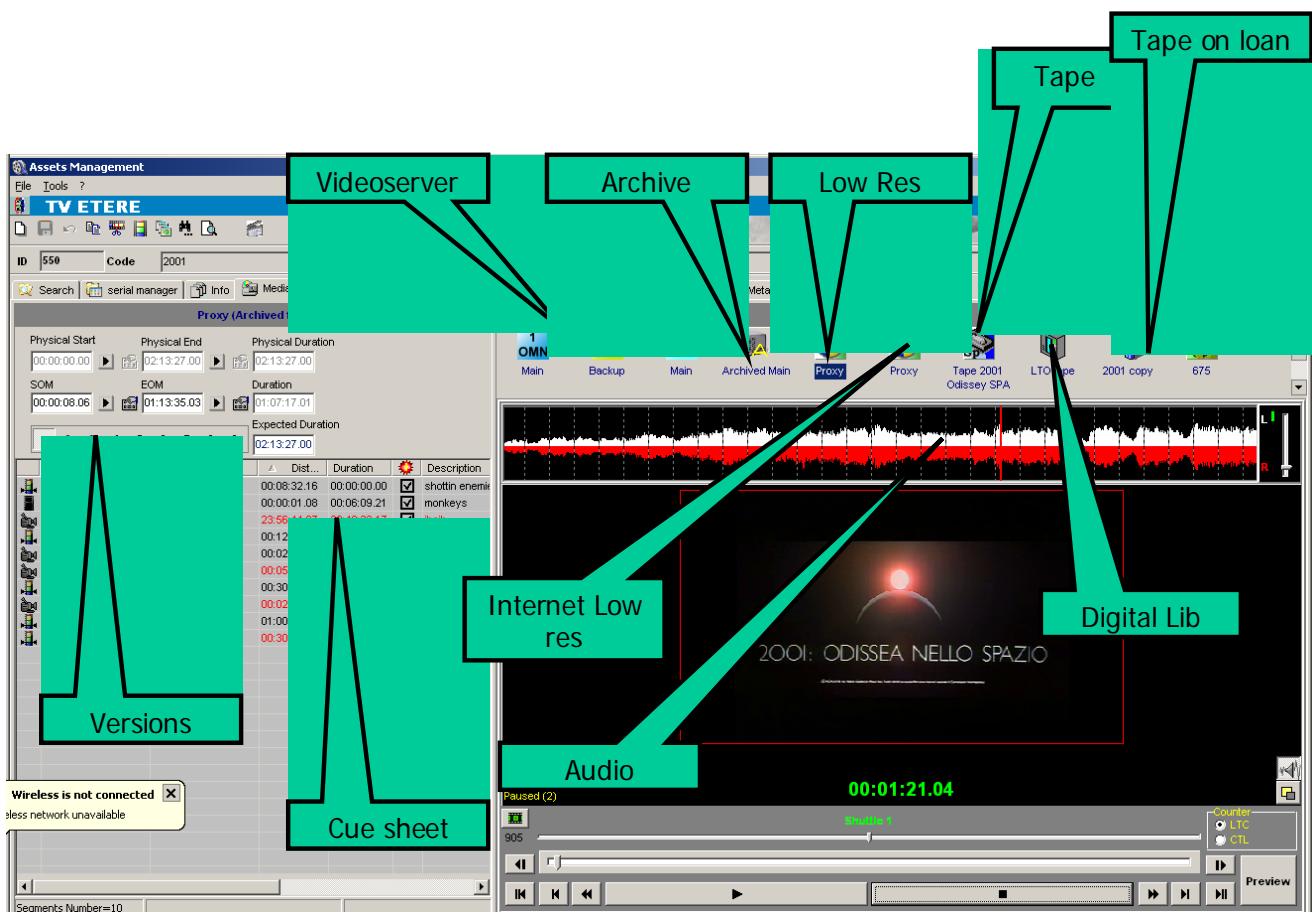
The tape loan functions are Part of the ETERE videotape library system these can be divided in 3 different classes:

- Tape loan for external use as Post production.
- Fast loan for internal use, this function is useful when different offices of the station ask tapes.
- Loan for the onair, this loan integrated with the scheduling system help to deliver to the onair the correct tapes, and manage the Onair library.

**Purpose of those functions is to help the librarian to keep track of the 'internally' loaned tapes with a minimum waste of time.**

### A.1 Asset Cockpit

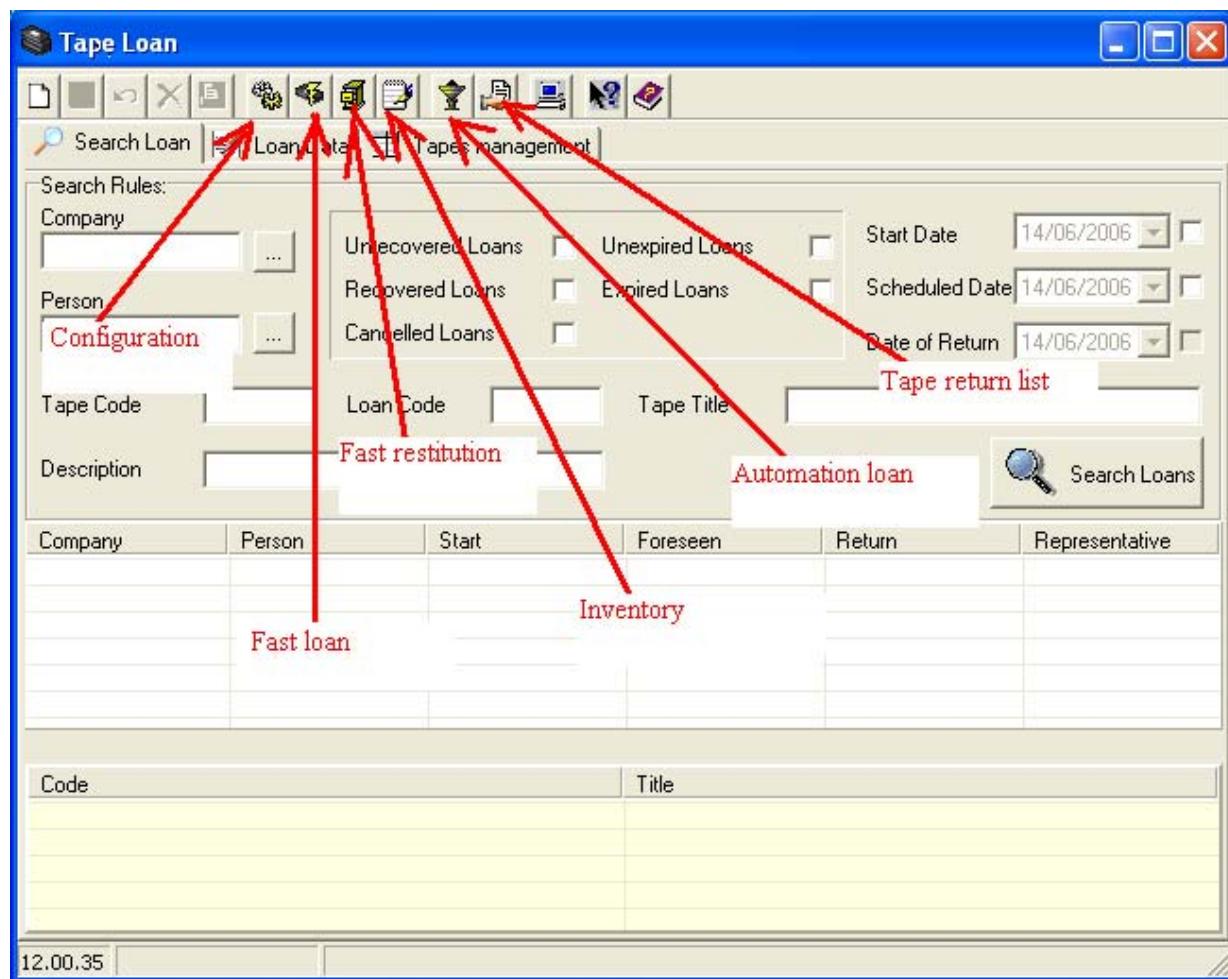
The tape loan system is integrated inside all the ETERE database so it is easy to check the loan status form the Asset cockpit.



## A.2 New Functions

In the loans form we introduced 6 new icons/functions

- The first, in order from left to right, serves for the internal offices configuration (production, news...) and the people part of them
- the second to run a fast loan, an internal use loan
- The third icon to run fast mode I return of the tapes
- The forth is an inventory of all loaned tapes and the holders.
- The fifth to create a directory of all the cassettes we need for the automation
- The sixth to have the asset list of the cassettes that will be not on air in the next days to ask the return from the on air library



### A.3 Configuration

With this option you can configure the internal offices and the people that are part of them.

On the right you can find the directory divided by company type and person type data.

Dragging it you are able to organize the inside structure.

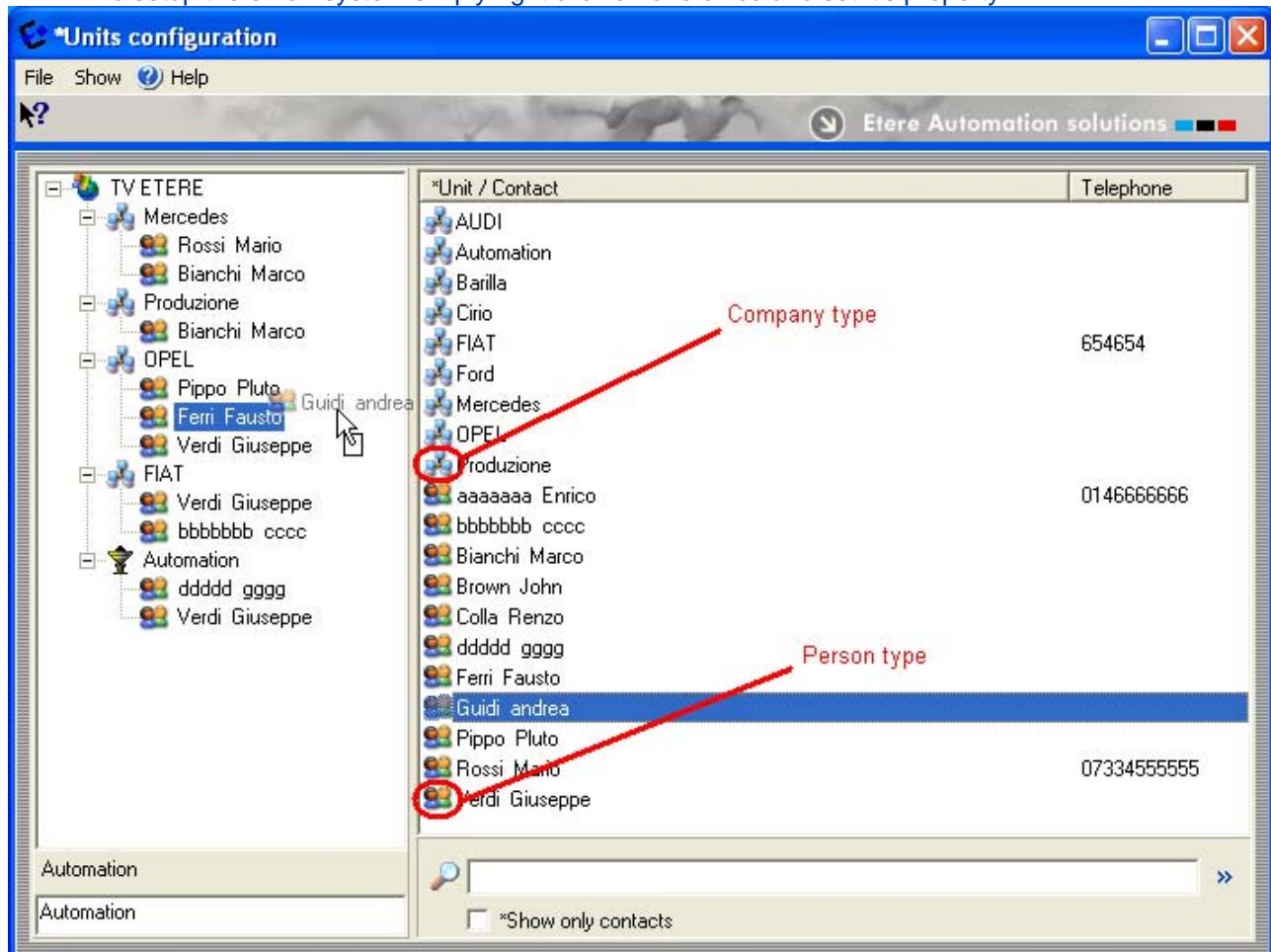
The level 1 of the tree's structure identifies only company type, the level 2 only person type.

Persons can be moved through the different units or copied with a CTRL click.

It's also possible set up the on-air library.

The on-air library is the archive on the on-air system used to store the tapes during the on-air process

To setup the on-air system simply right click on one office and set its property.



The screenshot shows the 'Units configuration' application window. The left pane displays a hierarchical tree of office structures under 'TV ETERE', including 'Mercedes', 'Produzione', 'OPEL', 'FIAT', and 'Automation', each with associated contacts. The right pane shows a list of 'Unit / Contact' entries with columns for 'Company type' and 'Telephone'. A red arrow points from the 'Company type' column to the tree structure, and another red arrow points from the 'Person type' column to the contact list, specifically highlighting 'Guidi andrea'.

*Unit / Contact		Telephone
AUDI		
Automation		
Barilla		
Cirio		
FIAT		
Ford		
Mercedes		
OPEL		
Produzione		
aaaaaaa Enrico	0146666666	
bbbbbbb cccc		
Bianchi Marco		
Brown John		
Colla Renzo		
ddddd gggg		
Feri Fausto		
Guidi andrea	654654	
Pippo Pluto		
Rossi Mario		
Verdi Giuseppe	07334555555	

Automation

Automation

\*Show only contacts



Upgrade to Etere ■ ■ ■

**\*Units configuration**

File Show Help

Etere Automation solutions

**\*Unit / Contact**

	Telephone
AUDI	
Automation	
Barilla	
Cirio	
FIAT	654654
Ford	
Mercedes	
OPEL	
Produzione	
aaaaaaa Enrico	0146666666
bbbbbbb cccc	
Bianchi Marco	
John	
Jolla Renzo	
ddddd gggg	
Ferri Fausto	
Guidi andrea	
Pippo Pluto	
Rossi Mario	
Verdi Giuseppe	07334555555

**Automation**

**Automation**

\*Show only contacts

\*Set as Automation

Delete

TV ETERE

- Mercedes
  - Rossi Mario
  - Bianchi Marco
- Produzione
  - Bianchi Marco
- OPEL
  - Pippo Pluto
  - Ferri Fausto
  - Verdi Giuseppe
- FIAT
  - Verdi Giuseppe
  - bbbbbbb cccc
- Automation
  - ddddd gggg
  - Verdi Giuseppe

## B. Fast Loans

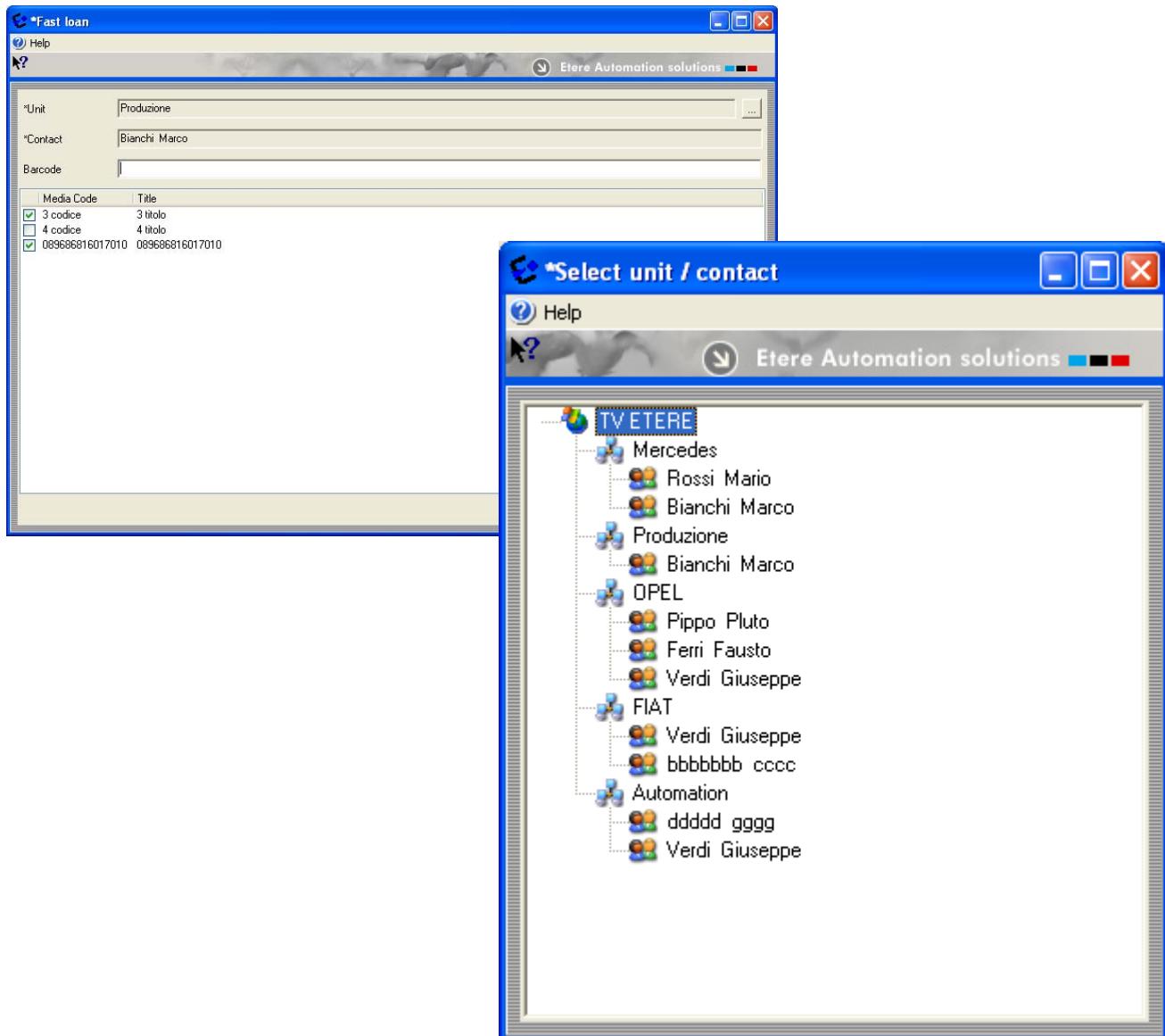
Fast loans are used for internal tape moving.

*No receipt is printed or signed, but the database keep track of the loan.*

*The quickest way is*

- *Select who will take away the tapes*
- *Read the barcodes*
- *Or select from the list the loaned tapes and select who take them*

In few seconds it's possible to register multiple tapes

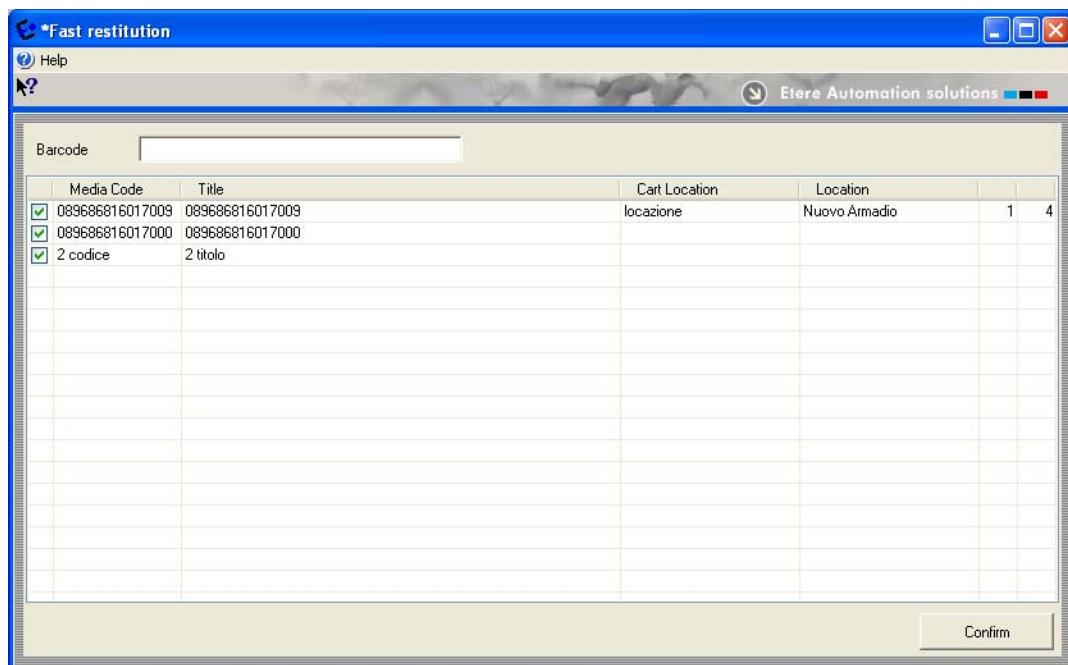


## C. Fast return

Fast return is used to return the internally loaned tapes

It's a simple function

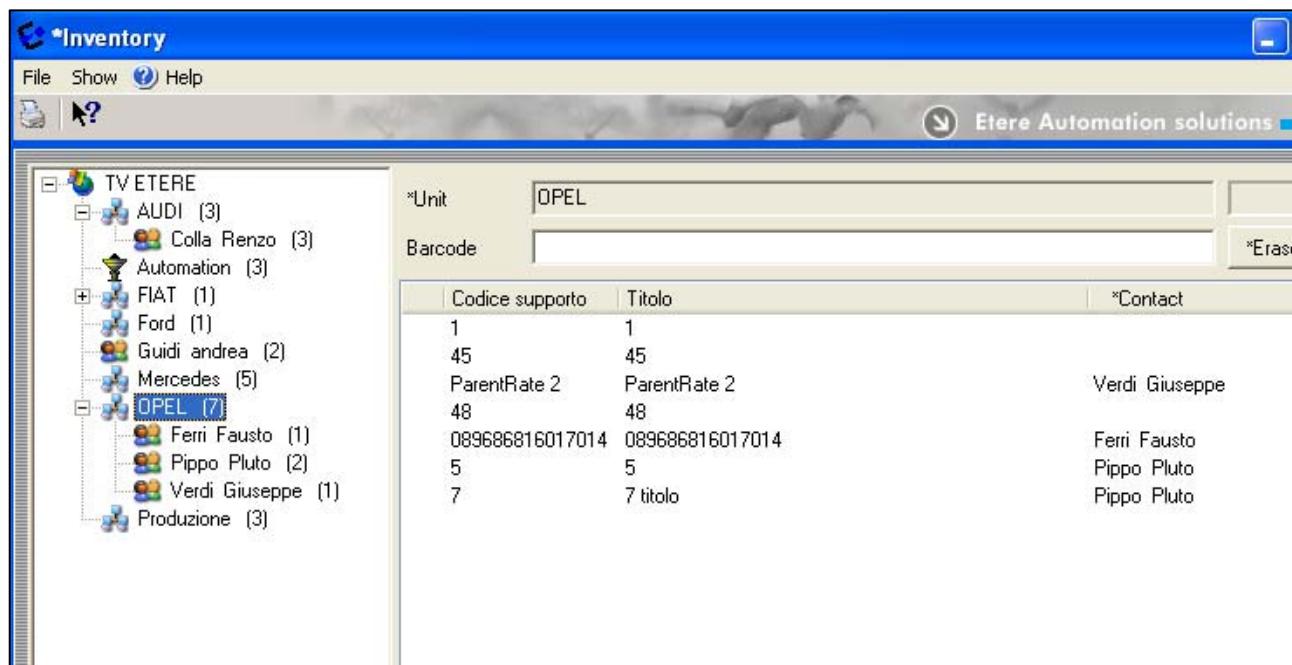
Scan the barcodes and the tapes are returned



## D. Inventory

The inventory is used to periodically check the status of the local libraries

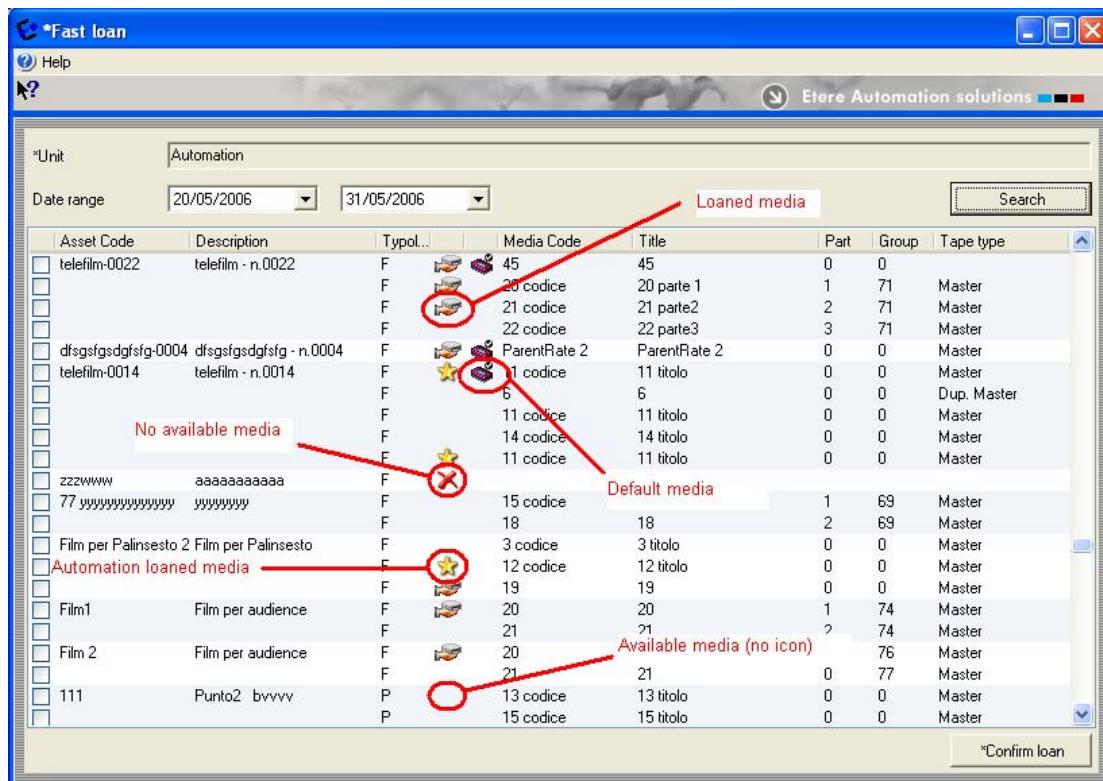
Select the local library and check the data



## E. Onair library

The on-air library function helps to deliver the correct tapes to the on air and ask for return of no more used tapes

The function compares the local on-air library content with the scheduling, and shows the tapes to deliver.



In the picture are detailed different icons.

Loaned tapes are distinguished also by the colors after a line selection (the same color I see in the tapes management and could be changed in main configuration).

## E.1 Internally loaned tape

		F	20 codice	20 parte 1	1	71	Master
		F	21 codice	21 parte2	2	71	Master
		F	22 codice	22 parte3	3	71	Master
	dfsgsgsdgsdg -0004 dfsgsgsdgsdg - n.0004	F	ParentRate 2	ParentRate 2	0	0	Master
	telefilm-0014 telefilm - n.0014	F	Media Code: ParentRate 2	1 titolo	0	0	Master
		F	Title: ParentRate 2		0	0	Dup. Master
		F		1 titolo	0	0	Master
		F	*Loaned media	4 titolo	0	0	Master
		F	OPEL	1 titolo	0	0	Master
		F	Verdi Giuseppe		0	0	Master
	zzzwww aaaaaaaaaaa	F					
	77 yyyyyyyyyyyyyy yyyyyyyy	F	15 codice	15 titolo	1	69	Master

## E.2 Externally loaned tape

Asset Code	Description	Type...	Media Code	Title	Part	Group	Tape type
telefilm-0022	telefilm - n.0022	F	45	45	0	0	
		F	20 codice	20 parte 1	1	71	Master
		F	Media Code: 20 codice	21 parte2	2	71	Master
		F	Title: 20 parte 1	22 parte3	3	71	Master
	dfsgsgsdgsdg -0004 dfsgsgsdgsdg - n.0004	F		ParentRate 2	0	0	Master
	telefilm-0014 telefilm - n.0014	F	*Loaned media	11 titolo	0	0	Master
		F	Mercedes	6	0	0	Dup. Master
		F		11 titolo	0	0	Master
		F	14 codice	14 titolo	0	0	Master
		F	11 codice	11 titolo	0	0	Master

## E.3 Onair loan Tape

		F	22 codice	22 parte3	3	71	Master
	dfsgsgsdgsdg -0004 dfsgsgsdgsdg - n.0004	F	ParentRate 2	ParentRate 2	0	0	Master
	telefilm-0014 telefilm - n.0014	F	11 codice	11 titolo	0	0	Master
		F	Media Code: 11 codice	6	0	0	Dup. Master
		F	Title: 11 titolo	11 titolo	0	0	Master
		F	*Loaned media	14 titolo	0	0	Master
		F	Automation	11 titolo	0	0	Master
	zzzwww aaaaaaaaaaa	F					
	77 yyyyyyyyyyyyyy yyyyyyyy	F	18	18	1	69	Master
		F	3 codice	3 titolo	2	69	Master
	Film per Palinsesto 2 Film per Palinsesto	F	12 codice	12 titolo	0	0	Master

The hint reports code and title, shows if it's on loan, loaner, or it's current position.



Upgrade to Etere ■ ■ ■

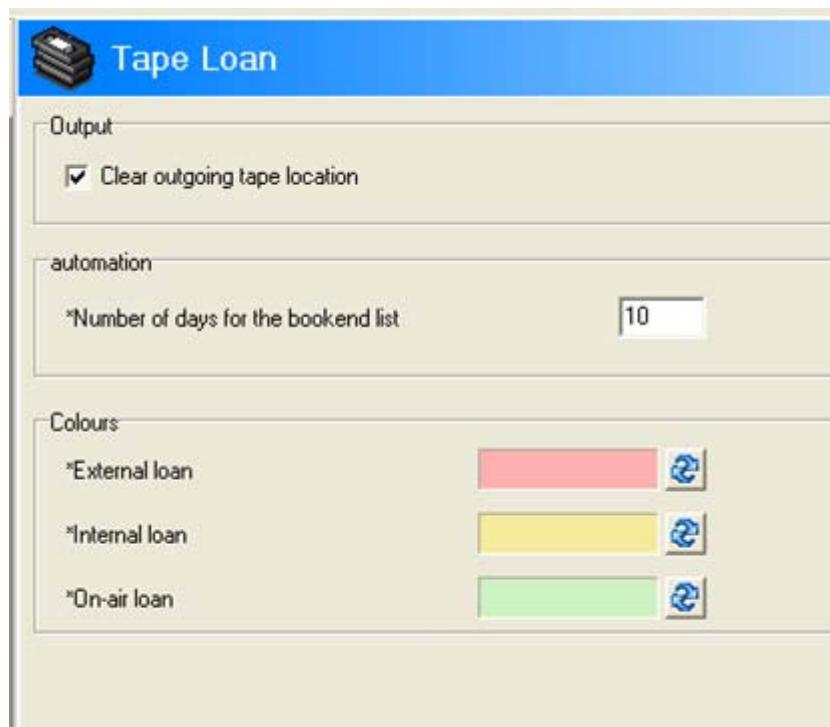
## F. Tape management

In tape management the loaned tapes are shown with 3 different colors lines (red, yellow and green) and not loaned tapes are in grey color line.

With a double click on the chosen line or inserting the code, will be showed all data referring to the selected tape.

Tape Loan shows the different mean of every colour.

The red colour is referred to external loaned tapes.



The yellow colour is referred to internal loaned tapes.

The green colour is referred to on-air loaned tapes