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**Diagram 1: Selecting Items**

This workflow illustrates one method for using selection lists in the acquisitions module. The gray boxes represent the minimal steps that one might take to complete the acquisitions process.

Legend:
- **Red** = Start and Finish of Process
- **Blue** = Selection Process
- **Gray** = Minimal Steps

Steps:
1. Start
2. Review patron requests and selection sources
3. Create selection list
4. Search catalog, selection lists, and purchase orders for item. Found?
   - Yes: Edit selection list
   - No: Purchase Stopped
5. Need more copies? (Yes/No)
   - Yes: Create PO
   - No: Activate PO
6. Receive Items
7. Invoice Items
8. End
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Diagrams for workflows in Evergreen 2.0 Acquisitions and Serials Modules

DRAFT

This diagram illustrates a workflow for processing items. Gray boxes represent the minimal steps that one might take to complete the process.

Legend

- RED = Start and finish of process
- GRAY = Minimal steps
- PURPLE = Processing items

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Diagrams for workflows in Evergreen 2.0 Acquisitions and Serials Modules

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SAMPLE WORKFLOW 1: GENERAL WORKFLOW USING IMPORTED MARC RECORDS

This diagram illustrates the use of MARC records that have been imported from a vendor to an acquisitions desktop computer. These MARC records can be imported into the acquisition module and added to a purchase order.

Legend:
- RED = Start and Finish of Process
- BLUE = Selecting Titles for Purchase
- YELLOW = Selecting Bibliographic Records
- ORANGE = Purchasing Items
- GREEN = Receiving and Invoicing Items
- PURPLE = Processing Items

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Diagrams for workflows in Evergreen 2.0 Acquisitions and Serials Modules

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SAMPLE WORKFLOW 2: GENERAL WORKFLOW USING OCLC RECORDS

This workflow illustrates one method for using OCLC records during the acquisitions process. In this workflow, orders are placed via a catalog record.

Legend
- RED = Start and Finish of Process
- BLUE = Selecting Titles for Purchase
- YELLOW = Selecting Bibliographic Records
- ORANGE = Purchasing Items
- GREEN = Receiving and Invoicing Items
- PURPLE = Processing Items

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SAMPLE WORKFLOW 3: CENTRALIZED ORDERING USING SELECTION LISTS AND OCLC RECORDS

This workflow illustrates one method for performing centralized ordering. This workflow illustrates the use of OCLC records during the acquisitions process and linking catalog records to items on selection lists.

Legend
- RED = Start and Finish of Process
- BLUE = Selecting Titles for Purchase
- YELLOW = Selecting Bibliographic Records
- ORANGE = Purchasing Items
- GREEN = Receiving and Invoicing Items
- PURPLE = Processing Items
- PINK = Distributing Items