

Update Rota Template Members

After the refresh, the Rota Template has the full compliment of partners for Consortium Book Borrowing (CLS-Physical) template. Members that do not have an IZ Sandbox need to be removed for the Rota to work properly. Currently, the members should be AU, DC, and GW. Remove the others that do not have a PSB.

In the PSB Network Zone:

Fulfillment --> Resource Sharing --> Rota Templates --> Edit Consortium Book Borrowing (CLS-Physical)

- On the Member Tab, select and Remove the IZs that are not represented in the Sandbox.

The screenshot shows the 'Template Members' page for the 'CLS-Physical' template. At the top right, there are 'Cancel' and 'Save' buttons, with 'Save' highlighted by a green circle. Below the template name, there are tabs for 'General Information', 'Template Members', and 'Notes'. The 'Template Members' tab is active, showing a table with columns: Name, Code, Profile Type, and Status. The table contains four rows of data. The fourth row, 'Shared Collection Facility' with code 'SCF', is highlighted in blue. To the right of this row, there is a 'More actions' dropdown menu, and the 'Remove' option is highlighted with a green circle. At the top right of the table area, there are buttons for '+ Add Partners', a share icon, and a settings icon.

	Name	Code	Profile Type	Status	
1	American University	AU	Fulfillment Network	Active	...
2	University of DC	DC	Fulfillment Network	Active	...
3	George Washington University	GW	Fulfillment Network	Active	...
4	Shared Collection Facility	SCF	Fulfillment Network	Active	More actions Remove

- Don't forget to Save.

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