

Instructions for adding Reading Level Enforcement to Circulation:

Reading Level Enforcement

This LRMS Library System has the ability to Enforce Reading Level ranges to an individual borrower profile.

Success of Reading Enforcement is dependent upon the library items MARC record 526 Tag and Subfield information or the 521 Tag and Subfield information and whether the Reading Program of choice is represented properly in the MARC record. Our experience has shown us that a record can have multiple Reading Programs cataloged differently from MARC record to MARC record. Depending upon who supplied the MARC Record or how it was ordered the physical position order of these Reading Programs are reversed MARC Record to MARC Record. (Be consistent when ordering and raise the question about this subject) If this condition exist - record cleanup may be necessary.

Record 1.

521 a Target audience note (R)		6-9
521 a Target audience note (R)		6.40
526 a Program Name (NR)		Accelerated Reader AR-ATOS
c Reading Level (NR)		6.4
d Title Point Value (NR)		8.0
z Public Note (NR)		32221
526 a Program Name (NR)		Reading Counts RC
c Reading Level (NR)		8.3
d Title Point Value (NR)		13.0
z Public Note (NR)		21513

Record 2.

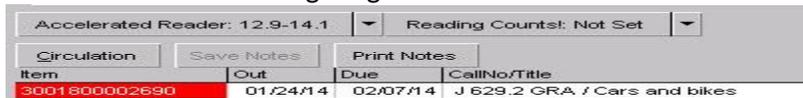
521 a Target audience note (R)		5.7.
521 a Target audience note (R)		10-A.
521 a Target audience note (R)		5-8.
526 a Program Name (NR)		Reading Counts!
b Interest Level (NR)		680
c Reading Level (NR)		6.9
d Title Point Value (NR)		13
z Public Note (NR)		G00206
526 a Program Name (NR)		Accelerated Reader AR
b Interest Level (NR)		UG
c Reading Level (NR)		6.6
d Title Point Value (NR)		8
z Public Note (NR)		7670

REVERSED POSITIONS

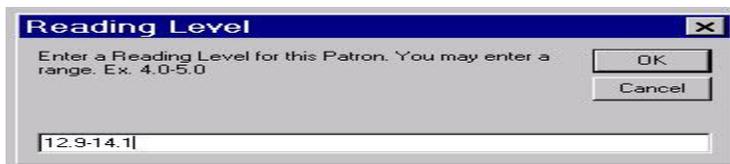


This is accomplished by displaying the Individual Borrower within the **Check Out Items** Circulation screen of the library program.

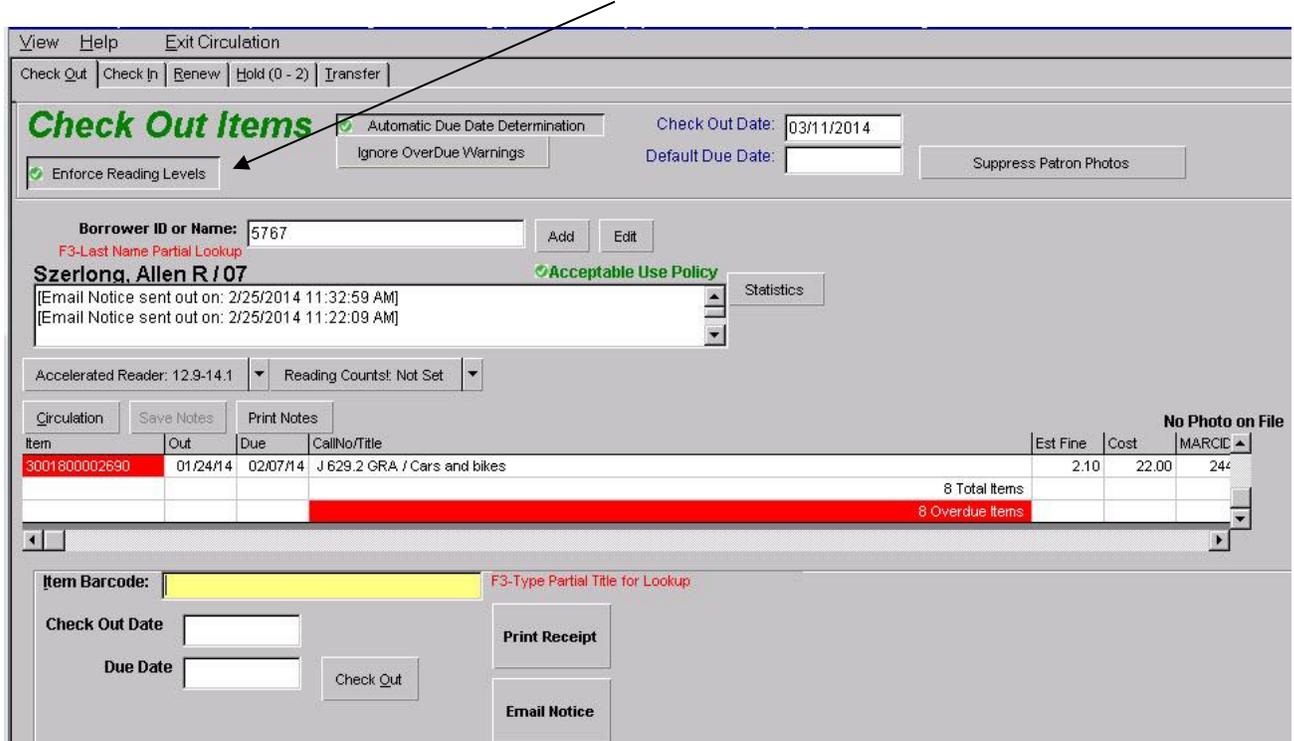
1. Have your Borrower displayed as if you were going to Circulate to them.
2. Choose one of the Reading Program Buttons.



3. Set Reading Level
4. Click on Set Reading Level
5. Type in your Borrowers Reading Level



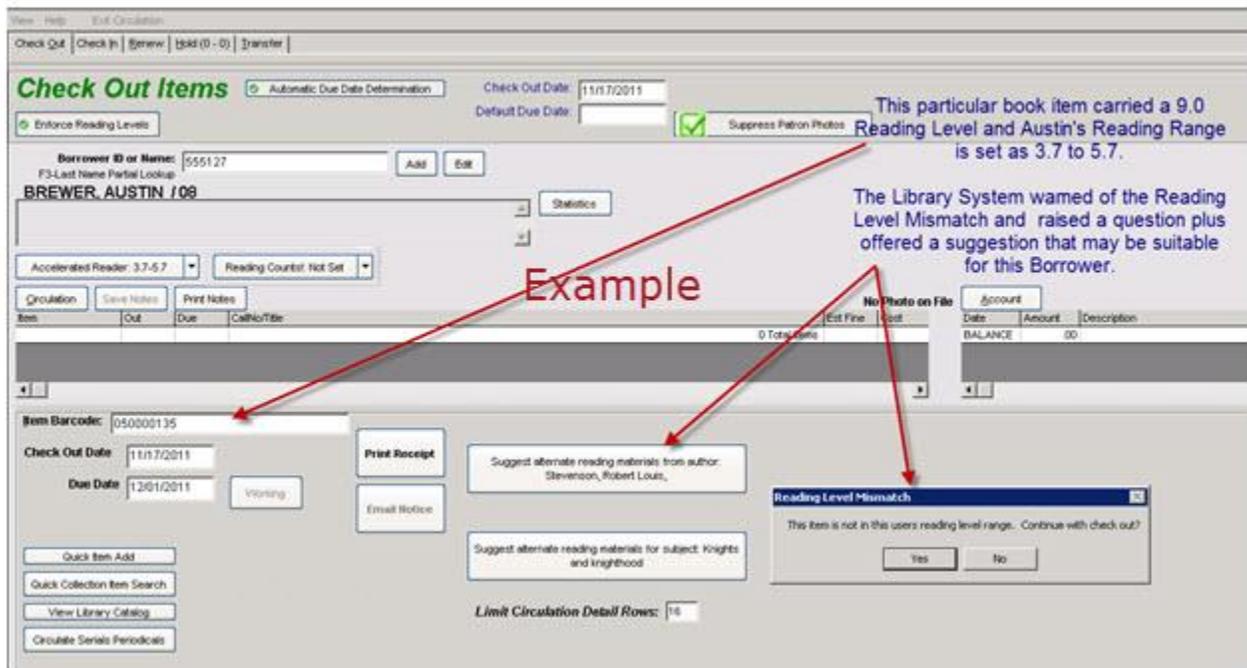
6. Type in a single level or a range (level to level – Ex. 6.0-7.5) Note - there are **no spaces** in any typed Level. Click OK to Save. If you make an error to a saved level or range simply repeat the process and to remove a level or range, save a blank field with nothing typed.
7. **VERY IMPORTANT** – Click on the **“Enforce Reading Levels”** button to set enforcement



8. **Portable Teacher App for Reading Level management** of the library materials is Available for all media devices. [More information](#)

Example

What happens when Circulating outside of the Reading Level Borrower Range



What happens?

When a Reading Level is not within the Borrowers Reading Level Settings?

The program will present you with an alternate or choices that may be an alternative item by Author or Title match to the correct Reading Program and Reading Level, provided your MARC records contain Reading Level information within the proper Reading Program 526 Tag and Subfields or proper Target audience 521 Tag and Subfield.

Assuming your library program user permissions are of an Administrative level, you can override the warning and continue the check out or suggest the borrower look at the alternatives being offered.