

Security Profiles in Voyager

Scope: To request new or change Voyager permissions, supervisors should send a message to voysec-l@cornell.edu. One of the Voyager Security Committee members will respond to your request.

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Acq./Serials/Accounting Profiles

Profile Code	Assigned To
Acct fund manager	Accounting office staff with on line responsibility for creating and maintaining fund allocations, approving invoices, and updating vendor records.
Acct invoice approver	Accounting office staff with on line responsibility for approving invoices and updating vendor records.
Acct vendor editor	Accounting office staff with on line responsibility for updating vendor records with university vendor ID number (endowed accounting office only).
Acq1	Staff in technical services processing centers where the acq & ser activities are done. Most acq positions in these units handle both monographs and serials. Only monographs or only serials are the exception. The acq1 level is the basic acq and serials processing including purchase orders, receipt, invoicing, claiming.
Acq2	A slightly higher level acq for unit supervisors or key staff which would also permit deleting purchase orders, creating vendor codes, and doing EDI maintenance work.
Acq3	Selected acq supervisors or senior staff in the system that are also involved in creating and updating serial pattern records. This particular activity is very limited systemwide to staff with particular training and needs.
Acq/acct	For use by senior staff in processing centers where the Voyager acquisitions and accounting activities will be handled by the same staff.
AcqStudent	For students in the processing centers doing some, but not all, of the activities at the Acq1 level. For different processing centers these could be limited by locations and be either an individual or group signon.
[Library], claims1	For the endowed unit libraries responsible for the receipt and claiming for their current serials. This additional acquisitions signon is necessary so that units could more effectively limit their claim work to titles for their locations. This is a group signon for the acquisitions /serials staff in a particular unit.
[Library or happening location], claims2	For the acquisitions processing center staff responsible for both claiming and other correspondence for both monographs and serials. This additional signon is necessary so that departments could more effectively limit their work with the claims and problem lists to locations which they have responsibility for. This is a group signon for the acquisitions/serials staff in a particular processing center.
CTSPproject1	For the CTS Firm Order Receipt Task Force. Catalogers assigned this acquisitions profile will help with the receipt, payment and processing for monographs during the post implementation period.
CTSPproject2	For the CTS Serials Task Force. Catalogers assigned this acquisitions profile will help reconstruct serial records for online check-in for the endowed libraries handled by CTS.
Ser	The endowed unit libraries that do serials receipt and claiming, but no other acq/ser activities.
Ser w /patterns	Non acquisitions staff involved in assigning patterns and also permitted to create and update serial pattern records.
View Only	For staff in the system who have an interest in viewing acquisitions information, but have no responsibility to add or change acquisitions information online.

Cataloging Module Profiles

Profile: View Only		Add	Update	Delete	View	Export
Assigned to: Staff who need to view but not change data in the the cataloging client.	Bibliographic				X	
	Holdings				X	
	Item				X	
	Authority				X	
	MARC tag tables, Authority				X	
	MARC tag tables, Bibliographic				X	
	MARC tag tables, Holdings				X	
	Global headings replacement	NO				
	Allow bibliographic ownership change	NO				
	Attach holdings to any bibliographic record	NO				

Profile: HI		Add	Update	Delete	View	Export
Assigned to: Chiefly unit library and database management staff for call number and location maintenance, serial check-in and bindery needs.	Bibliographic				X	
	Holdings	X	X	X	X	
	Item	X	X	X	X	
	Authority				X	
	MARC tag tables, Authority				X	
	MARC tag tables, Bibliographic				X	
	MARC tag tables, Holdings				X	
	Global headings replacement	NO				
	Allow bibliographic ownership change	YES				
	Attach holdings to any bibliographic record	YES				

Profile: BHI del HI		Add	Update	Delete	View	Export
Assigned to: Chiefly inputters, fastcatters, and some database management staff.	Bibliographic	X	X		X	
	Holdings	X	X	X	X	
	Item	X	X	X	X	
	Authority				X	
	MARC tag tables, Authority				X	
	MARC tag tables, Bibliographic				X	
	MARC tag tables, Holdings				X	
	Global headings replacement	NO				
	Allow bibliographic ownership change	YES				
	Attach holdings to any bibliographic record	YES				

Profile: ABHI del HI		Add	Update	Delete	View	Export
Assigned to: Chiefly catalogers who do not delete their own bibliographic records.	Bibliographic	X	X		X	
	Holdings	X	X	X	X	
	Item	X	X	X	X	
	Authority	X	X		X	
	MARC tag tables, Authority				X	
	MARC tag tables, Bibliographic				X	
	MARC tag tables, Holdings				X	
	Global headings replacement	NO				
	Allow bibliographic ownership change	YES				
	Attach holdings to any bibliographic record	YES				

Profile: Endeavor Test		Add	Update	Delete	View	Export
Assigned to: Testers	Bibliographic	X	X	X	X	
	Holdings	X	X	X	X	
	Item		X		X	
	Authority		X		X	
	MARC tag tables, Authority				X	
	MARC tag tables, Bibliographic				X	
	MARC tag tables, Holdings				X	
	Global headings replacement	NO				
	Allow bibliographic ownership change	NO				
	Attach holdings to any bibliographic record	NO				

Profile: Reserve, [Library]		Add	Update	Delete	View	Export
Assigned to: Staff who do Reserve maintenance for a particular library and need to update and delete records created by that library for Reserve material not owned by CUL.	Bibliographic		X	X	X	
	Holdings		X	X	X	
	Item		X	X	X	
	Authority				X	
	MARC tag tables, Authority				X	
	MARC tag tables, Bibliographic				X	
	MARC tag tables, Holdings				X	
	Global headings replacement	NO				
	Allow bibliographic ownership change	NO				
	Attach holdings to any bibliographic record	NO				

Profile: ABHI del BHI		Add	Update	Delete	View	Export
Assigned to: Chiefly catalogers who delete their own bibliographic records	Bibliographic	X	X	X	X	
	Holdings	X	X	X	X	
	Item	X	X	X	X	
	Authority	X	X		X	
	MARC tag tables, Authority				X	
	MARC tag tables, Bibliographic				X	
	MARC tag tables, Holdings				X	
	Global headings replacement	NO				
	Allow bibliographic ownership change	YES				
	Attach holdings to any bibliographic record	YES				

Profile: ABHI del		Add	Update	Delete	View	Export
Assigned to: Chiefly DMS staff	Bibliographic	X	X	X	X	
	Holdings	X	X	X	X	
	Item	X	X	X	X	
	Authority	X	X	X	X	
	MARC tag tables, Authority				X	
	MARC tag tables, Bibliographic				X	
	MARC tag tables, Holdings				X	
	Global headings replacement	NO				

Allow bibliographic ownership change	YES	
Attach holdings to any bibliographic record	YES	

Profile: Global Update		Add	Update	Delete	View	Export
Assigned to: High level DMS staff	Bibliographic	X	X	X	X	
	Holdings	X	X	X	X	
	Item	X	X	X	X	
	Authority	X	X	X	X	
	MARC tag tables, Authority				X	
	MARC tag tables, Bibliographic				X	
	MARC tag tables, Holdings				X	
	Global headings replacement	YES				
	Allow bibliographic ownership change	YES				
	Attach holdings to any bibliographic record	YES				

Circulation Profiles

Profile Code	Assigned To
[Library] circ assistant	Charge/renew, discharge, override item/system blocks, add/update recalls/holds and item records, accept payments, change due dates, backdate/time for discharge, process course reserves and view patron records.
[Library] circ supervisor	Charge/renew, discharge, override item/system blocks and patron blocks, add/update recalls/holds, item records, fines/ fees and proxy patrons, accept payments, attach holdings to any bibliographic record, change due dates, backdate/time for discharge, override expired patron id's, resequence recall/hold request queues, delete item records, forgive/error, refund fines/fees, process course reserves, view patron records and reset patron record counters.
Full access circ	Charge/renew, discharge, override item/system blocks and patron blocks, add/update recalls/holds, item records, fines/ fees and proxy patrons, accept payments, add/update patron records, delete patron records, attach holdings to any bibliographic record, change due dates, backdate/time for discharge, override expired patron id's, resequence recall/hold request queues, delete item records, forgive/error, refund fines/fees, process course reserves, view patron records and reset patron record counters.
Olin ILS circ	Charge/renew, discharge, override item/system and patron blocks, add/update recall/hold requests, change due dates, backdate/time for discharge, override expired patron id's and view patron records.
[Library] preservation circ	Charge/renew, discharge, override item/system blocks, set/change item status, add/update item records and view patron records. (<i>Testing, may change</i>)
RMC circ	Charge/renew, discharge, override item/system blocks, change due dates, set/change item status, process course reserve and view patron records. (<i>Testing, may change</i>)