



Help Desk Hints

NON-SPECIFIED RESERVATIONS - HOW TO USE

(These instructions valid ONLY for users of ROCKET software)

ROCKET has two types of reservations:

1. For a specific date
2. The next time a copy is available – ie, no particular date. This is called a *Non-Specified Reservation*.

This latter reservation is used for rental items that are in, say, a three night or weekly term, as you cannot guarantee that they will be returned by a particular date. Ex-rental reservations are *Non-Specified* for the same reason.

ROCKET can auto mark a reservation as *Non-Specified* if it's not an overnight rental. To set this up go to *Rocket System Options*, then go to the following two parameters.

Reservations AutoMark Non-Specified	3
Reservations Unspecified	14

In the first of the above examples we have told ROCKET to auto mark as *Non-Specified* if the term is three day rental or higher.

In the second setting we have told ROCKET to keep these on file for 14 days from the date the reservation was taken. This setting does not apply to ex-rentals as they will be kept on file regardless.

UPC	Product	Type	Term	Reserved	EXR	NonSpecific	Called	Put Away	Collect
9321337033860	Strictly Ballroom	DVD	DVD Weekly	22 Jul 2013	Yes	Yes	No	No	No
9397810037694	Black Adder 1	DVD	DVD Weekly	22 Jul 2013	No	Yes	No	No	No

In the above example we have added reservations for an item as an ex-rental, and a weekly rental item. Both have defaulted to *Non-Specified*. The date in the *Reserved* field is the date this reservation was made.

Non-Specified reservations show on all reservation reports no matter what date they are selected for.

This information is a service of the ROCKET Help Desk

For further information contact the Help Desk

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