

TO: William Howze
Amon Carter Museum

28-Aug-86

FROM: Beth Lozano

RE: Elliot Porter dBase II Programming

This proposal is based upon our initial discussion on August 21, 1986. The project module prices are based upon hours projected for programming time, modifying existing programs whenever possible.

The function descriptions are all inclusive. Do not assume that any functions are "understood" if not stated.

Additional systems specification discussions (long term - over 1 hour) will be billed at \$20.00 per hour. On-site training (at the museum) will be billed at \$30.00 per hour. On-site training in New Mexico will be billed at \$200.00 per day plus travel expenses.

This proposal represents a basic system needs analysis; please consider any detail outside of the Main Menu to be private and confidential.

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|--|------------|---------|
| INITIAL MODIFICATION | \$300.00 | 3 days |
| Create a new database using current data | | |
| MODULE ONE - The Main Menu | \$60.00 | 1/2 day |
| One command file | | |
| 1. Negative Inventory (originals and matrixes) | | |
| 2. Print Inventory | | |
| 3. Loaners | | |
| 4. Book Plates | | |
| 5. Exit to dBase | | |
| 6. Exit to system | | |
| MODULE TWO - Negative Inventory | \$360.00 | 3 days |
| Menu command file with 5 sub-command files | | |
| MODULE THREE - Print Inventory | \$315.00 | 3 days |
| Menu command file with 8 sub-command files | | |
| MODULE FOUR - Loaners | \$150.00 | 2 days |
| Menu command file with 5 sub-command files | | |
| MODULE FIVE - Book Plates - optional | \$150.00 | 2 days |
| Menu command file with 5 sub-command files | | |
| PROJECT TOTAL | \$1,335.00 | |

INITIAL MODIFICATION

Create a new database called WORKS, using the following method:

JOIN SEPARATE and PRINTS to obtain current matches

APPEND from SEPARATE and PRINTS those which do not match

Add new field MATRIX = Yes if in SEPARATE

Add new field TOT:PRINT = 1 if in PRINTS

Add new fields PRINT:OH (qty on hand) and PRINT:OUT (qty on loan)

Update PRINT:OUT and TOT:PRINT from LOANS

MODULE ONE - The Main Menu

One command file

1. Negative Inventory (originals and matrixes)
2. Print Inventory
3. Loaners
4. Book Plates
5. Exit to dBase
6. Exit to system

MODULE TWO - Negative Inventory

Menu command file with 5 sub-command files

1. Add new originals
2. Edit existing information
on originals or matrixes - enter "work number"
"work number" refers to year+roll+number
3. Update matrix status
automatic update of MATRIX = Yes - enter "work number"
4. Print 'Need Matrix' report
listing of originals with no matrix; columns for manual status
5. Return to Main Menu

MODULE THREE - Print Inventory

Menu command file with 8 sub-command files

1. Edit existing information
2. Print box list
 - a. By BOX:TITLE and BOX:NUMBER; single box
 - b. By BOX:TITLE; single box title
 - c. Alpha by BOX:TITLE; all boxes
3. Search for specific print status
display YEAR, ROLL, NUMBER, TITLE and/or PLACE, TOT:PRINT,
PRINT:OH, PRINT:OUT, BOX:TITLE, BOX:NO - enter "work number"
4. Update print status
automatic update of TOT:PRINT and PRINT:OH - enter "work number" and quantity of prints made
5. Print 'Need Print' report
listing of works with TOT:PRINT = 0; column to show whether matrix exists, columns for manual status
6. Return to Main Menu

MODULE FOUR - Loaners

Menu command file with 5 sub-command files

1. Enter print to "On Loan"
automatic update of PRINT:OH and PRINT:OUT
2. Edit existing information on loanee
3. Search for print on loan
display all information in LOAN for that print - enter "work number" or name; displays all "work numbers" for same name
4. Return print to stock
automatic update of PRINT:OH and PRINT:OUT, allows multiple "work number" entry; deletes record(s) from LOAN
5. Return to Main Menu

MODULE FIVE - Book Plates - optional

Menu command file with 5 sub-command files

1. Enter plate information
2. Edit existing information
Enter book and plate number or book and page number
3. Search for "work number"
displays all information in PLATES for that print - enter book and plate number or book and page number (displays all for specific page)
Print status may then be found through Print Inventory menu
4. Print plate list
prints all information in PLATES for a specific book - enter book name
5. Return to Main Menu

Search against separations/negs