
Add Patron Name to Salutation in Circulation Letters to Patron

- **Article Type:** General
 - **Product:** Aleph
 - **Product Version:** 16 and up
 - **Relevant for Installation Type:** Dedicated-Direct; Direct; Local; Total Care
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Question

Is there a way to include the name of the patron / borrower in the letter salutation, instead of the generic salutation of Dear Patron?

Answer

To differentiate this salutation from the generic one used in letters to vendors, etc, it is necessary to give it a different name. E.g. place [funcs.xml](#) in a new funcs file called "[funcs-dearpatron.xml](#)" which needs to be copied to your server (step 2 below).

In order to use this salutation format in any patron letter, after steps 1 to 3 are complete, you will need to edit one line in the form (as in steps 4 and 5 below). The example given is for the overdue-summary.xml form.

Instructions:

[1] Backup funcs.xml (and any other form that you modify) before making any changes.

[2] Save the attached [funcs-dearpatron.xml](#) to xxx01/form_eng

[3] On the server, add the following line to funcs.xml

```
<xsl:include href="funcs-dearpatron.xml"/>
```

Above the line:

```
<xsl:include href="funcs-address.xml"/>
```

[4] On the server, change the following line (usually in section-01) in overdue-summary.xml (or any form in which you want to use this salutation):

```
<xsl:call-template name="generic-line">
```

To:

```
<xsl:call-template name="patron-salutation-line">
```

The 2 lines after the generic-line should be similar to this (the "salutation_string" is the important part):

```
<xsl:with-param name="line" select="'salutation_string##The following items are  
overdue:'"/>
```

```
</xsl:call-template>
```

If you use comment marks (<!-- -->) to "remove" the line, then it's easy to revert to the old form.

[5] Run UTIL / I / 6 to repackage the forms and restart the GUI or reinitialize the library being used in the GUI.

Be prepared to undo these changes quickly after the repackaging (in case you get an error) because small mistakes can cause form problems.

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- **Article last edited:** 19-DEC-2016