

## User Details

### Note

- Many institutions store information about individuals, including personal details and information about their activities. Due to privacy concerns, some institutions are required to anonymize the data on a regular basis.
- Alma offers the option to delete such user information for fulfillment and resource sharing activities. The information is deleted for activities that have been completed, such as completed loans, closed fines and fees, or resource sharing borrowing requests.
- You can configure Alma to delete the more specific information (for example, User ID) and retain the more general user information (for example, User Group and Job Title).
- The information that is not anonymized can be included in Analytics reports.
- For more information concerning anonymization, see [Security and Data Privacy](#).

Field	Description	Additional information
Birth Date	Stores the birth date of the user	See the field location in Alma in the image below.
Campus Code	Stores the campus code of the user	See the field location in Alma in the image below.
Cataloger Level	The cataloger level of the user	
Creation Date	Stores the date that the user was created in the system	See the field location in Alma in the image below.
Creator	Stores the user name of the user that created the user in the system	See the field location in Alma in the image below.
Default Language	Stores the default language of the user	See the field location in Alma in the image below.
Expiry Date	Stores the date on which the user is to expire and no longer be able to get service from the system	See the field location in Alma in the image below.  Changing the user expiry date is one way to control item due dates that extend beyond the end of a semester and must be shortened to the end of the semester. For more information, see <a href="#">How to Make Items Have Due Dates at the End of the Semester</a> .
External ID	Stores the ID of the user in the originating system	
First Name	Stores the user's first name	See the field location in Alma in the image below.
Gender (Not in Use)	Possible values are taken from the Genders code table ( <a href="#">Configuration &gt; User Management &gt; User Details &gt; Genders</a> )	See the field location in Alma in the image below.

Field	Description	Additional information
Has Role Other Than Patron	indicates if the patron has a role other than Patron	
Has Role Other Than Patron and Instructor	Indicates if the patron has a role other than Patron and Instructor	
Identifier 1	Stores identifier 1.	<p>The identifier field allows you to enrich the user details exported to Analytics with additional identifiers. Selecting a specific identifier to be included in the user details is done in Alma (in a table that is currently restricted to Ex Libris staff). For assistance in defining this field, contact Ex Libris Support.</p> <hr/> <p><b>Note</b></p> <p>Only one value per identifier is supported.</p> <hr/>
Identifier 2	Stores identifier 2. See details for the <code>Identifier 1</code> field above.	
Is Blocked	Indicates if the patron is blocked	
Job Description	Stores free-form text that describes the function of the user in the library	See the field location in Alma in the image below.
Job Title	Stores the job category definition to which the user belongs based on the Job Categories code table	See the field location in Alma in the image below.
Last Activity Date	The last date that a patron made a request or borrowed or returned an item	
Last Name	Stores the user's last name	See the field location in Alma in the image below.
Linked To Other Institution	Indicates if the user accessed Primo/Alma for services in another institution. Note that this does not necessarily indicate that the services were actually supplied or that a linked account was created.	<p>Possible values:</p> <ul style="list-style-type: none"> <li>• yes</li> <li>• no</li> </ul>
Middle Name	Stores the middle name of the user	See the field location in Alma in the image below.
Modification Date	Stores the date of the modification of the user record	See the field location in Alma in the image below.
Full Name	The user's first and last name	There is no option to include the middle name.
Modified By	Stores the name of the user that modified the user record	See the field location in Alma in the image below.
Patron Letters Opt	The letters for which the patron has opted in	

Field	Description	Additional information
In		
Patron Letters Opt Out	The letters for which the patron has opted out	
Preferred First Name	Stores the user's preferred first name	See the field location in Alma in the image below.
Preferred Last Name	Stores the user's preferred last name	See the field location in Alma in the image below.
Preferred Middle Name	Stores the user's preferred middle name	See the field location in Alma in the image below.
Purge Date	Stores the date on which the user record is to be deleted from Alma	See the field location in Alma in the image below.
Resource Sharing Library	The resource sharing library assigned to the user.	
Resource Sharing Library Code	The code of the resource sharing library assigned to the user.	
Statistical Categories 01-10	These fields allow you to map ten statistical categories. This allows you to filter reports based on advanced user information typically stored in the statistical category fields. For more information, see <a href="#">Configuring Statistical Categories for Analytics</a> .	
Status Date	Stores the date on which the patron was registered in the institution	See the field location in Alma in the image below.
User – Linked From Institution Code	The code of the institution from which the user is linked	
User – Linked From Institution Name	The name of the institution from which the user is linked	
User – Linked From Other Institution	Indicates if the user is linked from another institution	Possible values: <ul style="list-style-type: none"> <li>• yes</li> <li>• no</li> </ul>
User Group	Stores the group with which the user is associated	See the field location in Alma in the image below.

Field	Description	Additional information
	such as Faculty, Graduate, or Student	
User ID	Stores the unique ID of the user	
User Primary Identifier	Stores the primary identifier that the user uses in order to log on to Alma	See the field location in Alma in the image below.
User Record Type	Indicates if the user is a Public User or a Staff User	See the field location in Alma in the image below.
User Status	Indicates if the user is active	See the field location in Alma in the image below.
User Title	The title of the user	
User Type	Stores the values Internal and External.	<ul style="list-style-type: none"> <li>Internal - An internal user is one whose core user details are managed within the system such as user name, password, contact information, and so forth.</li> <li>External - An external user is one whose core user details are managed by a student information system.</li> </ul> <p>See the field location in Alma in the image below.</p>

[User Primary Identifier](#) [Empty Date](#) [Status Date](#) [Gender \(Not in Use\)](#) [Middle Name](#) [Last Name](#) [User Record Type](#) [User Type](#) [User Group](#) [First Name](#) [Birth Date](#) [Purge Date](#)

User Details: Toggle Account Type, Cancel, Save

General Information | Contact Information | Identifiers | Notes | Blocks | Fines/Fees | Dements | Statistics | Attachments | Proxy For | History

User Information: First name: Alma, Middle name: Limited, Last name: Administrator, Preferred first name: , Preferred last name: , Title: General Administrator, Job category: General Administrator, Gender: , Campus: , Preferred language: English, Status date: 11/15/2012, Expiration date: , Resource sharing library: Resource Sharing Library, User group: Staff, Status: Active, Birth date: , Purge date: , Purchase request library:

Administrator, Alma  
 ID: AlmaAdmin  
 Record type: Staff  
 Account type: Internal  
 User group: Staff  
 Identity Service: Used  
 Manage Fulfillment activities

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### Alma User Details Page – General Information