

## 9.4 COBISS3/APPLICATION ADMINISTRATION

A library can also lend material to library members who are legal entities. These members are entered to the member records under the category *125 – legal entities – external institutions*, whereas the institution, where the members are employed and whose library membership card they are using, must be entered to the partners (a description of the procedure can be found in the *COBISS3/Application Administration* User Manual, see chapter 3). As a result, it is possible to enter and maintain partner data in the COBISS3/Loan software module. In order to enter or change partner details, a special privilege is required.

The type of work a user can do within the COBISS3/Loan software module depends on user privileges related to the username which you used to log in to the COBISS3 software.