When I print in ILLiad, the Lender Address is not showing what I have in my Lender Address table

Last updated: Thu, 29 Aug 2019 17:43:24 GMT

Symptom

• When you are printing in ILLiad a word document like the LenderAddressShippinglabels.doc, the Lender Address is not showing what you have in your Lender Address table

Applies to

• ILLiad

Resolution

There was a change in ILLiad 8.6 version where the default print templates would be using the OCLC Constant Data information rather than the Lender Address Table for the Lender Address fields. The information about how to update the fields is found in the Print Template Addresses documentation. Here is what you will be doing:

1. You will need to use the Mailings Ribbon and the Insert Merge Field drop-down and replace the Lender Addresses Fields.
2. LenderAddresses_Library name is replaced with LA_LibraryName.
3. LenderAddresses_Address1 is replaced with LA_Address1.
4. LenderAddresses_Address2 is replaced with LA_Address2.
5. LenderAddresses_Address3 is replaced with LA_Address3.
6. LenderAddresses_Address4 is replaced with LA_Address4.

If you are using the Legacy Queue instead of the Print Queue:

1. You will need to use the Mailings Ribbon and the Insert Merge Field drop-down and replace the Lender Addresses Fields.
2. LibraryNAM name is replaced with LibraryN_1.
3. Address1 name is replaced with Address1_1
4. Address2 name is replaced with Address2_1
5. Address3 name is replaced with Address3_1
6. Address4 name is replaced with Address4_1
After you take these steps and save the change, you should now be pulling in the Lender Address fields from the Lender Address table.