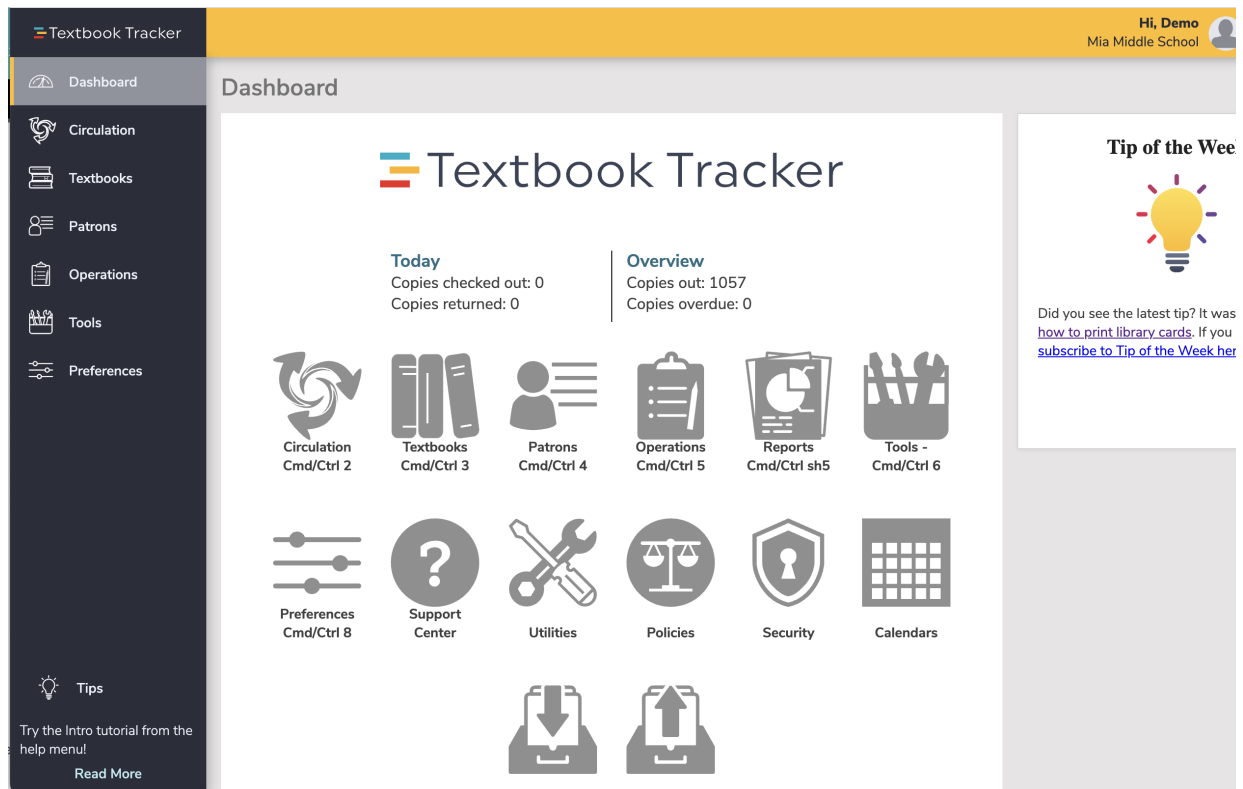# Dashboard

> ⓘ see https://support.goalexandria.com/dashboard/

Dashboard is the first page you see when you log into Textbook Tracker.

Sidenav

Use the sidenav to navigate to the different areas of Textbook Tracker. The sidenav can be collapsed and expanded by clicking on the Textbook Tracker logo at the top. At the bottom of the sidenav, you will see some helpful tips.

Circulation

The Circulation module is the primary module, used to perform general library activities like checking books in and out, placing holds and reservations, processing fees, fines, payments, etc.

Textbooks

Add, view, duplicate, move, and modify the the items in your database.

Patrons

Use the Patrons module to create, view, modify, and remove patron and operator record data.

Operations

Access the Reports, Utilities, Exports, and Imports, and Operations Management, where you view operations summaries, and open, email, or save operations that you have previously completed.

Tools

Shortcuts to a wide range of program and management tools such as Calendars, Policies, Security, and more.

Preferences

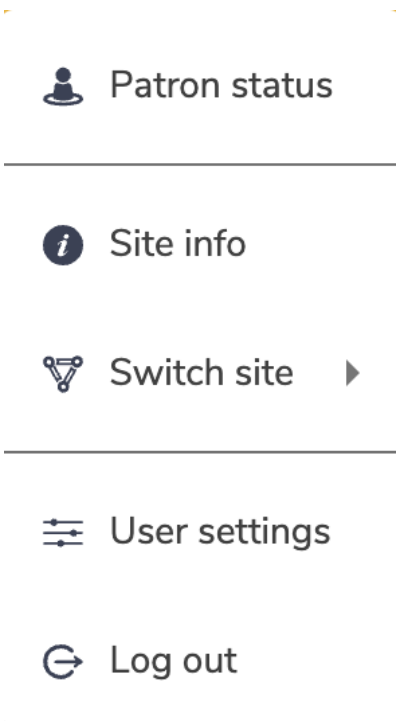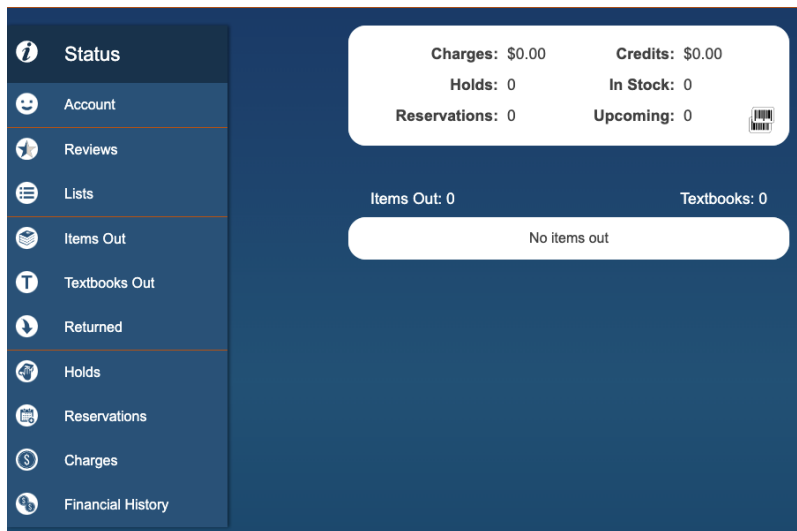System preferences for Patrons, Textbooks, Circulation, Advanced, and any add-on services.

Topnav

Hi, Demo
Mia Middle School
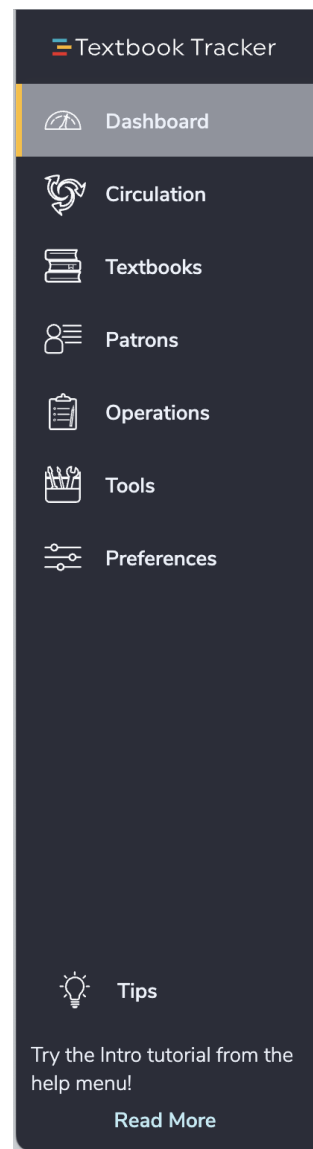
The top navigation includes the user menu, messages, and help menu.

User Menu

Patron Status

See items you have checked out, and other information about your account including charges and holds.

Site info

Basic information about your site, including contact information, hours, and version of your program.

Switch Site

Change what library site you are working on.
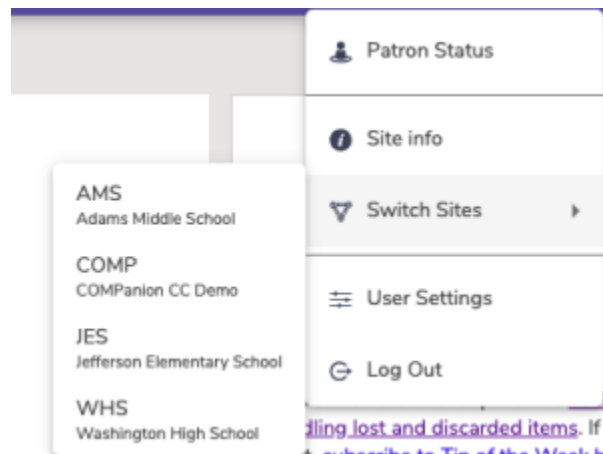
User Settings

Adjust the settings that are specific to your account. Turn off and on Tutorials, Reset the Tutorials, turn on/off Quick Login, and set your Default Login Site.

Quick Login is for district admins, or libraries with multiple sites on Textbook Tracker. This setting allows you to select the default site, so you don't have to select your site every time you login to Alexandria.

Dashboard allows you to select which Explore Pane you want to see on *your* Dashboard.

Log Out

Log Out of the program.

Message Drawer

Next is the Message Drawer, where you view your recent operations and their status, and see any important messages from Alexandria. Click on an operation to go to Operations, the file link icon to download the file, and the message from Alexandria to go to the Message Center.

| 08/01/2023 4:30 AM | In-Stock Holds - Vaughan - MIA
Operation Complete | PDF |
08/01/2023 4:15 AM	Overdue Fines - Miner - MIA Operation Complete	PDF
08/01/2023 4:10 AM	Export Patrons - Middle Student - MIA Operation Complete	TXT
08/01/2023 4:05 AM	Export Patrons - High Student - ALX Operation Complete	TXT
Your Operations (08/01/2023)		**40 completed**
06/08/2023	Alexandria Textbook Tracker 23.1 Did somebody say 'color contrast'? Yes, we are listening! Also, new Sites, and report selections for item policy. **See it all in the release notes.** Questions? Contact us at 1.800.347.4942 or support@goalexandria.com.	

Messages from COMPanion Corporation....

Help Menu
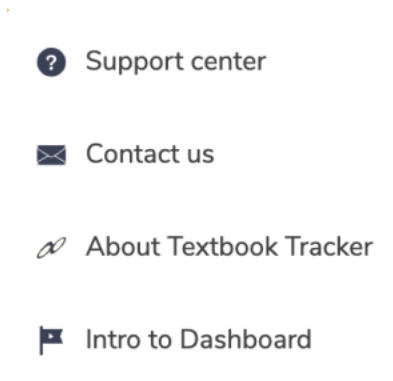
Support Center - click to open the most relevant Textbook Tracker support center page.

Contact us - open a form to send an email to our support staff.

Contact us

For the quickest response time, select the department you'd like to reach from the menu below, or send us your ideas via the Ideas Form.

Send To *

| Support ▼ |

Reply To *

| demo@dayrep.com |

Subject *

| |

Message *

| Type your message here |

0/5000

| Choose File | - no file chosen

CANCEL   CLEAR   SEND

About Textbook Tracker - quick access to information about your Textbook Tracker, including your version, license, add-ons, and more.

☰ Textbook Tracker

version 23.2 build 20230718 - release notes

✓ Alexandria   ✓ Textbook Tracker   ✓ Cloud-hosted

Mia Middle School (MIA)
Centralized Catalog License (expires
2023-12-01)
Activation Codes:
V7P1N06I06D99A3R4R1I07P2I08J01
Serial #: 8888802
Sites: 4
Registered for up to **5,000** Patrons and
50,000 Items.

Patrons: 160
4,840 remaining

Items: 15,000
35,000 remaining

Add-ons

✓ Activity	Advanced Bookings *	Alex Search Widget *
Axis 360 *	BestMARC *	Google SSO
Integrated Email Services	Lexile *	MackinVia *
netTrekker *	NoveList *	OverDrive *
Perma-eHub *	✓ Receipt Printer	SIS: Clever
✓ SIS: GG4L	✓ SIS: SIF	SAFARI Montage *
SIP2 *	Sneak Peek *	Z39.50 Server *

* Alexandria-only add-on

Server

OS: Windows Professional 6.2
Build 9200
Data Station IP: 10.210.70.32
Server Domain: ccdemo,
cudemo.goalexandria.com
Processor: 8 @ , 2.6GHz
Memory: 15.9GB
Free Space: 173203MB

Client

OS: Windows Professional 6.2
Build 9200
Browser: Chrome
Web Service Port:

OK

Intro to Dashboard is where you can view the Tutorials for each page.