

# Notices

see <https://support.goalexandria.com/operations/notices/>

Coming soon: Reports will be split up into 3 types—informational Reports, email [Notices](#), and [Labels](#)! We'll be sharing betas with our users in upcoming months.

**Notices** allows you customize and save the email and print notices that you send to your patrons.

Textbook Tracker

Hi, Demo  
COMPanion Demo

Dashboard

Circulation

Textbooks

Patrons

Operations

Tools

Preferences

Tips

Read More

Notices

All saved notices

Loaned Items Notice - Griffith

Loaned Items Notice - Tripp

Send Patron Details Email - Hansen

Send Patron Details Email - Simon

Overview

Selections

Options

Save to

Notice Name \*

Loaned Items Notice - Tripp

Created by: demo demo

Template: Loaned Items Notice

Notes

Keep notes to help you remember the details and why you run it.

Favorite

Share

Schedule

Notify

Frequency

Around

Daily

03:00 AM

RUN

4/4

TID: 12326; RSN: 66