

Circulation: homeroom tab

March 20, 2023

The tour of some of our favorite features continues with another great highlight: the [Homeroom Subtab](#).

Circulation (TL)	Items out (QE)	Holds (HH)	Reservations	Charges (F)	Command help (?)
Transaction log	Homeroom (HW)				
Filter	Barcode	Last Name	Items Out	Today	
ARTMAN		2000 Hoffmann, Dan	0	0	
BOYLE		2015 King, Emily	1	1	
GRIFFITH					
HESTER		2026 Luke, Madeline	5	1	
JONES					
MINER		2075 Manley, Jamie	0	0	
PHELPS					
SIMON		2140 Mayes, Trevor	0	0	
VAUGHAN					
		2032 Robinson, Dustin	3	1	
		2007 Stevenson, Dot	0	0	
☒ Pictures					REFRESH SELECT

Circulation > Homeroom subtab can be used to make patrons current in Circulation, and is generally used for easy checkout when specific classes/homerooms come to the library.

The checkbox at the bottom lets you show patron pictures in the subtab, which is great for easily identifying patrons (especially young patrons who may not easily remember their full names) during checkout. You can even double click a patron from this list to make them current in the patron pane!

This subtab also shows how many items a patron has checked out (thanks, makeover!) and how many items they checked out today.

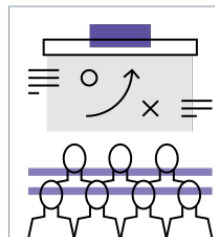


You can change the terminology for the "homeroom" field by going to Preferences > Set Up > Terminology.



See also: [Changing teacher names in Alexandria](#)

Pasha can't read but he's good at putting faces to names.



[Register for our Training Webinar](#) to learn more about using Alexandria in the new [Makeover](#) interface!