Researcher Enhancements Workshop

ⓘ this information has been moved to https://support.goalexandria.com/knowledge-base/best-practices-for-researcher/#video and other pages

Frequently Asked Questions

As long as there are no conflicting dates between the reservations, there is no limit to how many reservations an item can have!

Patrons can place a reservation up to 90 days in advance.

Yes! As long as the reservation is placed for a date that the item will be available, such as after the due date of the current check out period, then there is no issue with placing reservations for items currently checked out.

Yes and no, depending on the situation. If a patron tries to check out an item but their transaction period interferes with the reservation, then they will not be able to check the item out. However, if the transaction does not collide with the reservation, then they can still check out the item. Check out our articles on the Reservations tab in Librarian and placing a reservation through Search for more information.

Holds are placed on either a title or copy record when a patron would like to check it out as soon as it is available. However, a reservation is placed on an item for a specific date range.

Generally, you will see On-Shelf Holds on items that were "Available" when the hold was placed, meaning it should be on the shelf. Once you've pulled the On-Shelf Holds from the shelves, bookdrop them to change their status to In-Stock. Then place them in the holds area of your library for patrons to check out. For more information on the two, see our "In-Stock vs On-Shelf—New holds procedures" Tip of the Week.

There sure is! You can choose to automatically show or hide checked out items in the results list by using **Scout Preferences**. From your **Circulation** screen, go to **Tools > Preferences > Researcher > Scout**. Then go to the **Results List** tab. In the **Default Visibility** section, check whether you want to hide or show unavailable items.

Patrons do need to sign in to the Researcher to write a review. The default Alexandria login information is Username = Barcode and Password = Last name. See our step-by-step instructions on writing reviews and accepting or rejecting reviews.