

What do you think?—Reviews

May 3rd, 2021

A lot of students have recently told Miss Honey they've submitted a book review. Awesome! But where does she approve those reviews so they show up in Researcher? Enter... Reviews Management.

The screenshot displays the 'Reviews Management' interface. On the left, a list of reviews is shown with columns for status (checkmark, exclamation mark, or cross) and the review title. The review 'Mathews, Wesley - North American myths & legends' is highlighted. On the right, the details for this review are shown, including a 5-star rating, the title 'North American myths & legends', the reviewer 'Mathews, Wesley', and the review text 'It was a pretty good story.' The bottom of the interface has buttons for 'Rejected', 'Needs Approval', and 'Approved'.

Reviews are a great way to engage patrons and get them excited about what's in your collection. But you may also need to make sure they are appropriate and protect student privacy. In Reviews Management, you can control what makes it to Researcher.

Here's everything you need to know about reviews in Alexandria!

Preferences

You'll need to adjust some [Security Preferences](#) depending on how you want reviews to work in your library:

Operators

- **Security > Tools > Reviews.** Determine how individuals are allowed to interact with Reviews Management.
 - We recommend **Remove**, which allows librarians full management of patron reviews.

Patrons

- **Security > Account > Reviews.** Determine if newly submitted reviews require approval or are always automatically approved by default.
 - We recommend **Add - Requires Approval**.
- **Security > Account > Show Reviewer As.** Determine whether reviews will post the patron's whole name, first name and last initial, initials only, or nothing at all.
 - We recommend **Full First Name and Last Name Initial**. (e.g. Darla A.)

Submit Reviews

Submitting a review through Search or Explore is easy! Teach your patrons how to submit reviews by showing our patron-facing [video on reviews](#). (We also have [written instructions](#) on how to submit a review if that works better for you.)

Managing Reviews

[Reviews Management](#) is where you'll [accept or reject submissions](#). You can search for and filter reviews in many different ways, making sorting through reviews simple.



Use reviews as a way for students to submit short book reports! Give teachers access to Reviews Management so they can read and/or accept reviews or "book reports."

Additionally, you can post the questions or prompts for those book reports in an [Explore pane message](#) or [bulletin board](#).



[Learn about how reviews work in v6](#). Still on version 6? [Learn about switching to Alexandria 7!](#)

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