Search and Patrons Interface Workshop

ⓘ this information has been moved to https://support.goalexandria.com/researcher/#video2 and other places on the new support center

Frequently Asked Questions

Yes, any person added to your system will be given access to Patron Status and other patron-facing portions of Alexandria.

Yes, with your Security Group preferences you have the ability to control how much information (if any) that your patrons can edit.

Yes! After you've performed a search, you can share the entire list of results or information for individual item information. You can also create a custom search list and share that with anyone you like.

- A public list can be shared and viewed by anyone that you've sent the link to.
- A private list is viewable only to the patron who created it, when they're logged in.

That's all done through Explore Builder, which we'll be going over in a future workshop.

To select a new pane, go to Preferences>Researcher, and click on **Select New Pane**, select the desired pane, and click **OK**. If you want to change the pane itself, go to Tools>Explore Builder, and make the changes to the appropriate Explore Pane.

First, go to the top right corner of the window and log in to your account. Next, search for and select an item, then click on the rating stars in the center of the window to view the reviews.

- Scout is more for a younger or less experienced audience, that is limited to only allowing you to view information and place holds.
- Search has more advanced features for refining and showing additional results beyond your initial query.

Yep! You can set copies to in processing (i.e. checked out to the In Processing system patron #7) if they're in your library but aren't ready to be placed on shelves yet. They will automatically be marked as unavailable in Researcher, but you can hide them if you'd like. In **Researcher Preferences**, check the **In Processing** box on the **Auto-Hide** tab.