

Librarian

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Management



this page is archived; see <https://support.goalexandria.com/tools/security/>



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Management

Show All
SYSTEM - A/TT
COMPAnion DC Demo
?

Security Groups
District Administrator (0)
Library Administrator (1)
Textbook Administrator (1)
Librarian (2)
Textbook Manager (2)
Library Staff (3)
Library Aide (4)
Bulletin Board Manager (5)
Patron (5)
Patron Limited (5)
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Advanced Bookings
Perform

Data Station Management
Database Utilities

Security Level
2 - Librarian

Patrons
Import, Export and Utilities

Patron Passwords
Edit

System Patron
Use

Library Items
Import, Export and Utilities

Library Copies
Remove

Textbook Items
No Access

Textbook Copies
View

Routes
Import, Export and Utilities

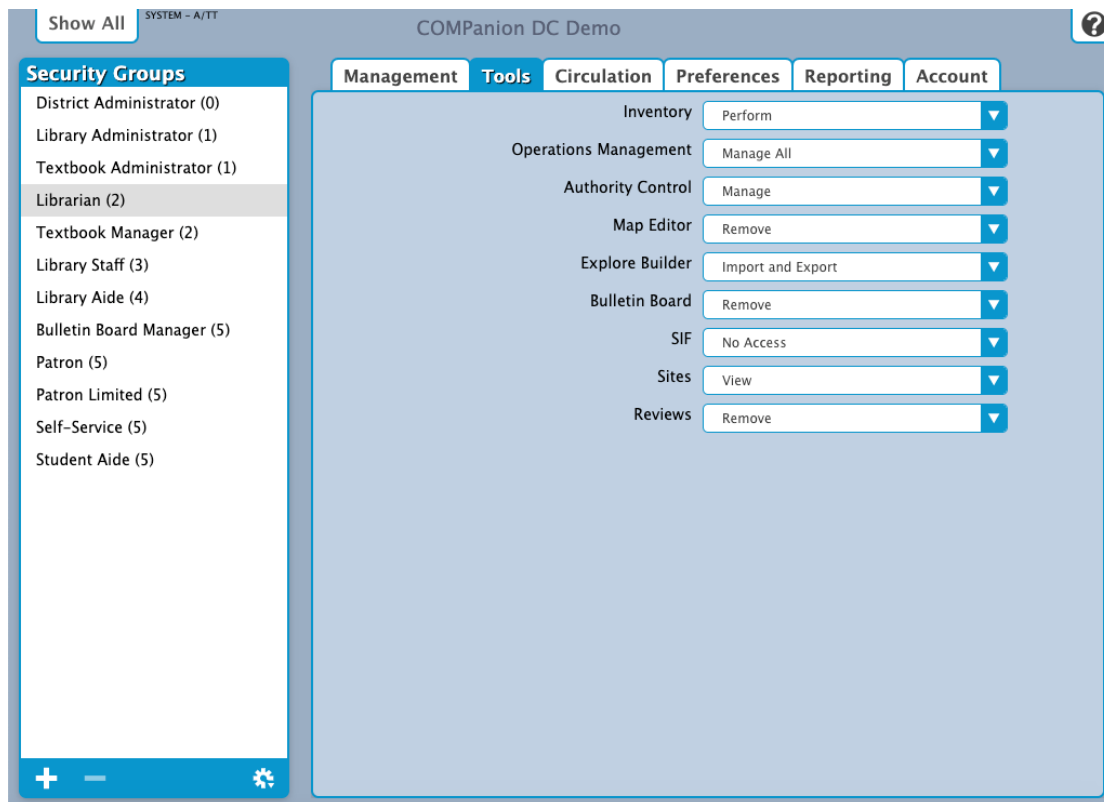
Subscriptions
Import, Export and Utilities

Default Settings

- **Advanced Bookings:** Perform
- **Data Station Management:** Database Utilities
- **Security Level:** 2 - Librarian
- **Patrons:** Import, Export and Utilities
- **Patron Passwords:** Edit
- **System Patron:** Use
- **Library Items:** Import, Export and Utilities
- **Library Copies:** Remove
- **Textbook Items:** No Access
- **Textbook Copies:** N/A
- **Routes:** Import, Export and Utilities
- **Subscriptions:** Import, Export and Utilities

Tools
Tools

 Tools > Preferences > Security > Librarian



Default Settings

- **Inventory:** Perform
- **Operation Management:** Manage All
- **Authority Control:** Manage
- **Map Editor:** Remove
- **Explore Builder:** Import and Export
- **Bulletin Board:** Remove
- **SIF:** No Access
- **Sites:** View
- **Reviews:** Remove

Circulation

Circulation

Show All
SYSTEM - A/TT
COMPAnion DC Demo
?

Security Groups
District Administrator (0)
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Library Circulation
Textbook Circulation
Circulation Override
Reservations
Holds
Charges
History
Cash Drawer
In Transit
Self Service

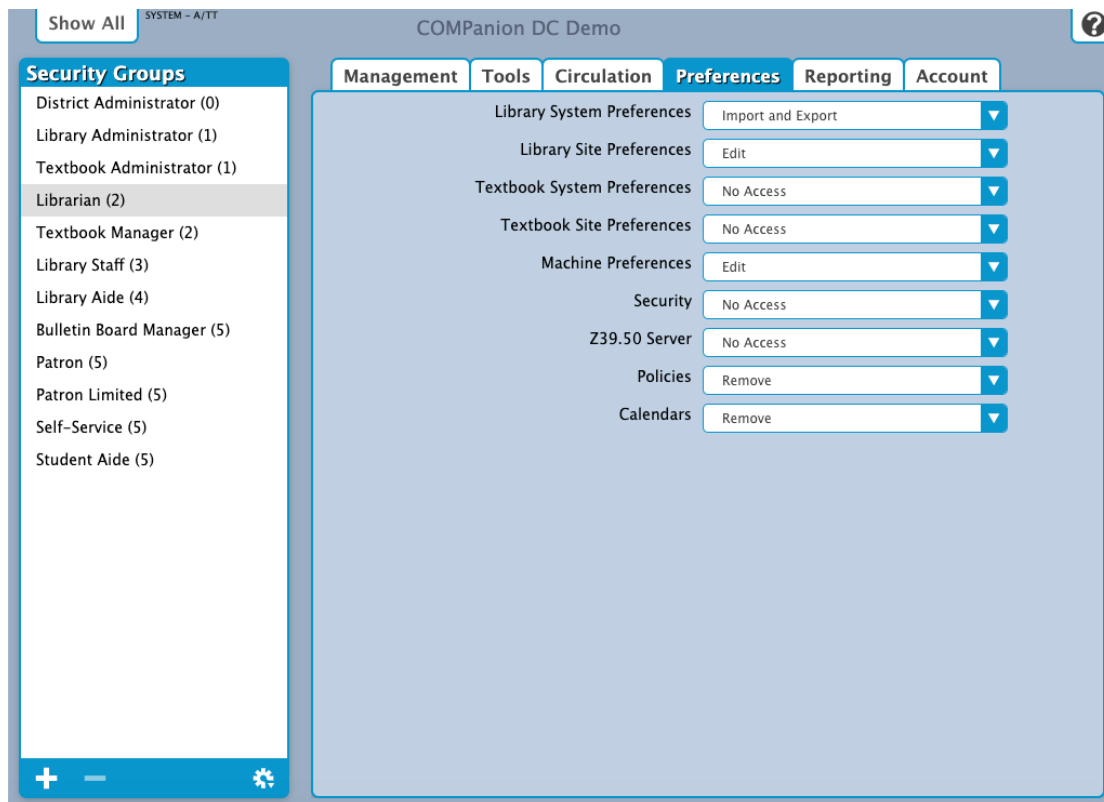
Import, Export and Utilities
Import, Export and Utilities
Perform
Manage
Manage
Charge Fee
Refund
Use
Add
Check In and Out

Default Settings

- **Library Circulation:** Import, Export and Utilities
- **Textbook Circulation:** Import, Export and Utilities
- **Circulation Override:** Perform
- **Reservations:** Manage
- **Holds:** Manage
- **Charges:** Charge Fee
- **History:** Refund
- **Cash Drawer:** Use
- **In Transit:** Add
- **Self-Service:** Check In and Out

Preferences


Preferences

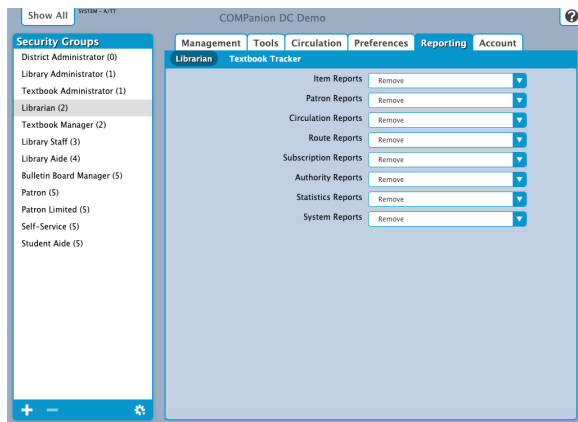


Default Settings

- **Library System Preferences:** Import and Export
- **Library Site Preferences:** Edit
- **Textbook System Preferences:** No Access
- **Textbook Site Preferences:** No Access
- **Machine Preferences:** Edit
- **Security:** No Access
- **Z39.50 Server:** No Access
- **Policies:** Remove
- **Calendars:** Remove

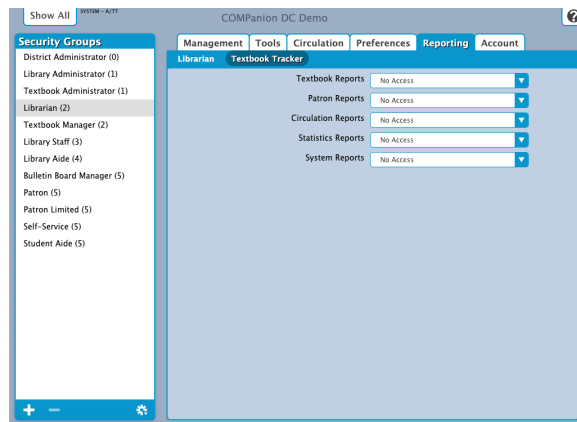
Reporting Reporting

 **Tools > Preferences > Security > Librarian**



Default Librarian Settings

- **Item Reports:** Remove
- **Patron Reports:** Remove
- **Circulation Reports:** Remove
- **Route Reports:** Remove
- **Subscription Reports:** Remove
- **Authority Reports:** Remove
- **Statistics Reports:** Remove
- **System Reports:** Remove

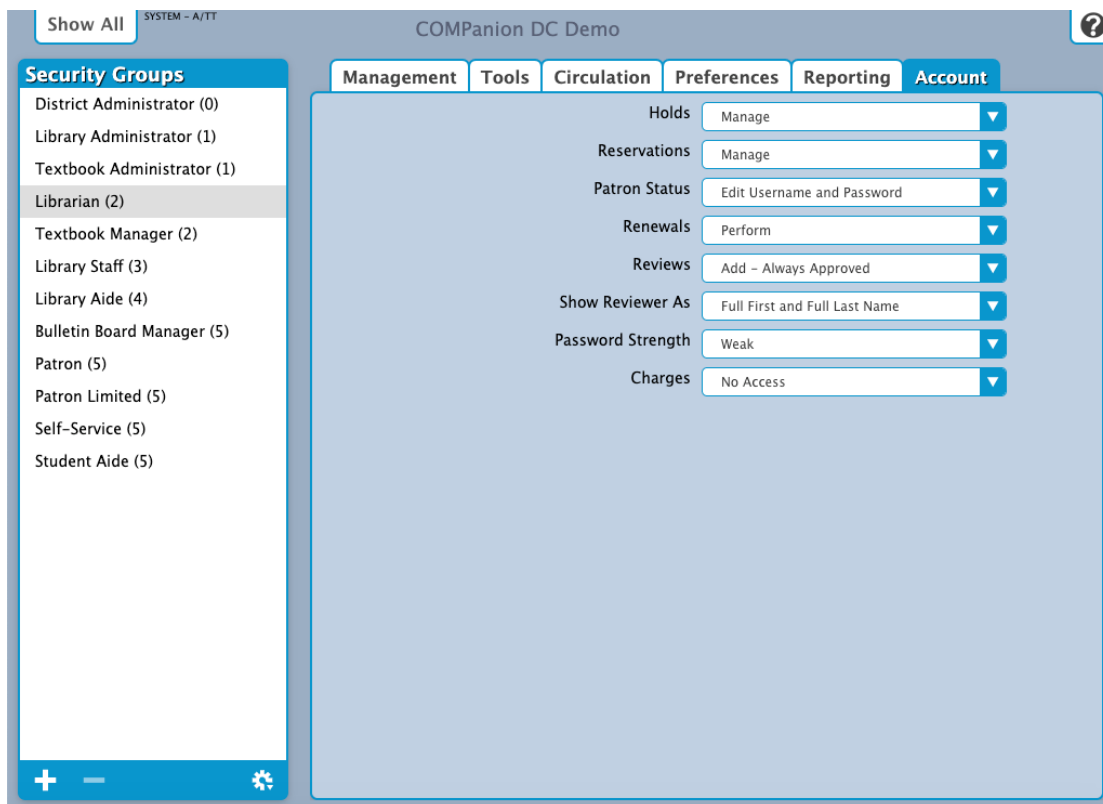


Default Textbook Tracker Settings

- **Textbook Reports:** No Access
- **Patron Reports:** No Access
- **Circulation Reports:** No Access
- **Statistics Reports:** No Access
- **System Reports:** No Access

Account

Tools > Preferences > Security > Librarian



Default Settings

- **Holds:** Manage
- **Reservations:** Manage
- **Patron Status:** Edit Username and Password
- **Renewals:** Perform
- **Review:** Add - Requires Approval
- **Show Reviewer As:** Full First Name and Last Name Initial
- **Password Strength:** Weak