

Library Staff

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Management



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



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Management

Show AllSYSTEM - A/TTCOMPAnion 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)

Self-Service (5)

Student Aide (5)

ManagementToolsCirculationPreferencesReportingAccount

Advanced Bookings

Perform

Data Station Management

Quit

Security Level

3 - Staff

Patrons

Remove

Patron Passwords

No Access

System Patron

Use

Library Items

Remove

Library Copies

Remove

Textbook Items

No Access

Textbook Copies

View

Routes

Remove


Subscriptions

Remove

Settings

- **Advanced Bookings:** Perform
- **Data Station Management:** Quit
- **Security Level:** 3 - Staff
- **Patrons:** Remove
- **Patron Passwords:** No Access
- **System Patron:** Use
- **Library Items:** Remove
- **Library Copies:** Remove
- **Textbook Items:** No Access
- **Textbook Copies:** N/A
- **Routes:** Remove
- **Subscriptions:** Remove

Tools Tools

 Tools > Preferences > Security > Library Staff

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Show All

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Patron Limited (5)

Self-Service (5)

Student Aide (5)

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Inventory

Perform

Operations Management

Manage All

Authority Control

Manage

Map Editor

Remove

Explore Builder

Remove

Bulletin Board

Remove

SIF

No Access

Sites

No Access

Reviews

Remove

Settings

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

Circulation

Circulation

SYSTEM - A/TT

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Show All

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Management

Tools

Circulation

Preferences

Reporting

Account

Library Circulation

Perform

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

Settings

- **Library Circulation:** Perform
- **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

 Tools > Preferences > Security > Library Staff

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Student Aide (5)

ManagementToolsCirculationPreferencesReportingAccount

Library System Preferences

No Access

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

No Access

Calendars

No Access

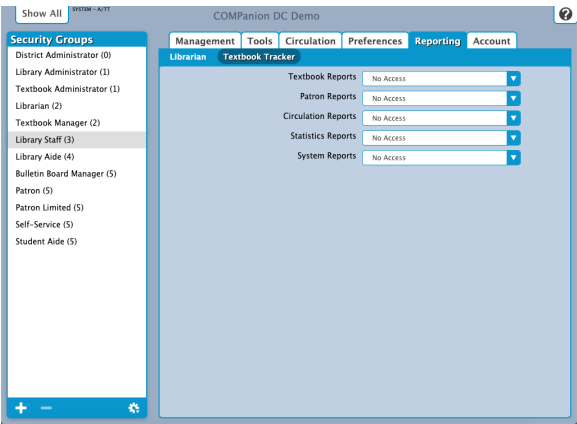
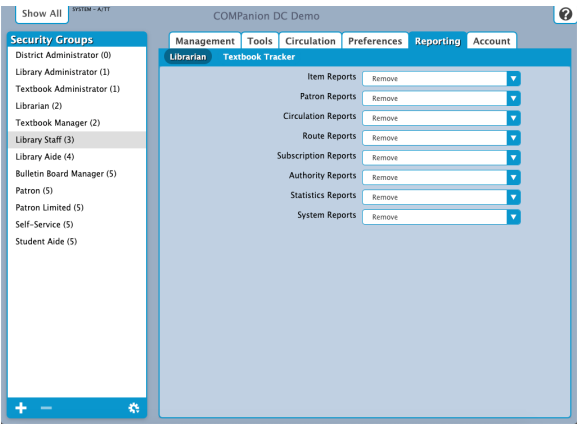
Settings

- **Library System Preferences:** No Access
- **Library Site Preferences:** Edit
- **Textbook System Preferences:** No Access
- **Textbook Site Preferences:** No Access
- **Machine Preferences:** Edit
- **Security:** N/A
- **Z39.50 Server:** N/A
- **Policies:** N/A
- **Calendars:** N/A

Reporting

Reporting

 Tools > Preferences > Security > Library Staff




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

Textbook Tracker Settings

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

Account Account

 Tools > Preferences > Security > Library Staff

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Holds

Manage

Reservations

Manage

Patron Status

Edit Username and Password

Renewals

Perform

Reviews

Add - Always Approved

Show Reviewer As

Full First and Full Last Name

Password Strength

Weak

Charges

No Access

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Settings

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