




# Circulation: Items out tab

March 27, 2023

The next stop on our favorite features tour is the [Items Out Tab](#) in Circulation.

Hi, Demo  
Alexandria Academy




Circulation

Still getting used to it? Switch to the old view.

Actions


Check Out (.)


Enter a command or barcode

 Darla Anderson


1001  
Jones / Dibb  
2 Items, 0 Overdue  
Credit \$0.00

High Student  
Grade: 11  
Lexile Score: 1334 + SAT  
Reading Level: 10.9

  
ALX

DETAILS   LOOKUP   

No current item

COPY LIST   STATS   LOOKUP   

Circulation (TL)	Items out (QE)	Holds (HH)	Reservations	Charges (F)	Command help (?)	
Copy barcode	Title	Checked out	Renewed	Due date	Site	Fine
12460	Algorithms to live by : The computer science of human decisions	Mar 20, 2023	0	Apr 3, 2023	ALX	\$0.00
21180	Anne of Green Gables	Mar 20, 2023	0	Apr 3, 2023	MIA	\$0.00

SET DUE DATE

RENEW

RENEW ALL

DECLARE LOST

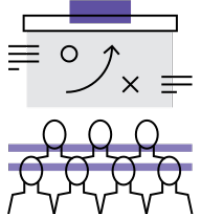
The Items Out Tab (command QE) displays a list of all items checked out by the current patron, and allows you to renew items, override due dates, or declare items lost.

The checked out date is especially useful, because you can use it to sort checked out items by date, and see if it has already been renewed and how long the patron has actually had the item checked out.

Have any questions about the Items out tab, or how to best utilize any of our features in Alexandria? We've got you covered. Contact our support team at 1-800-347-4942.



[Pasha](#) has renewed this book several times, because it's his favorite napping spot.



[Register for our Training Webinar](#) to learn more about using Alexandria in the new [Makeover](#) interface!