

Now You See It, Now You Don't

Tip for: 02.29.16

Do you have items popping in and out of your search results in Scout? The key is whether these items are IN or OUT!

By default, items that are OUT, or not Available, will not show in the Scout search results.

This makes sense if you don't want to confuse younger kids by letting them see Curious George when Curious George won't be back in the library for 2 weeks.

However, it may also lead to a young student come sobbing to you wondering why, oh why you don't have Curious George because it's his most favorite book in the whole world.

You can't win them all... but you can change Scout preferences to match the patrons Scouting your library.

- From Tools, open **Preferences**.
- Go to the **Researcher** area.
- From the list on the left, click **Scout**.
- On **version 6**, change the **Default Visibility** to **Show Out** to show everything, or **Hide Out** to keep unavailable items hidden.
- On **version 7**, go to the **Results List** tab, and change the **Default Visibility** to **Show Unavailable Items** or **Hide Unavailable Items**. *Not e there are also separate Auto-Hide options for Scout.*

That's it! Happy Scouting.