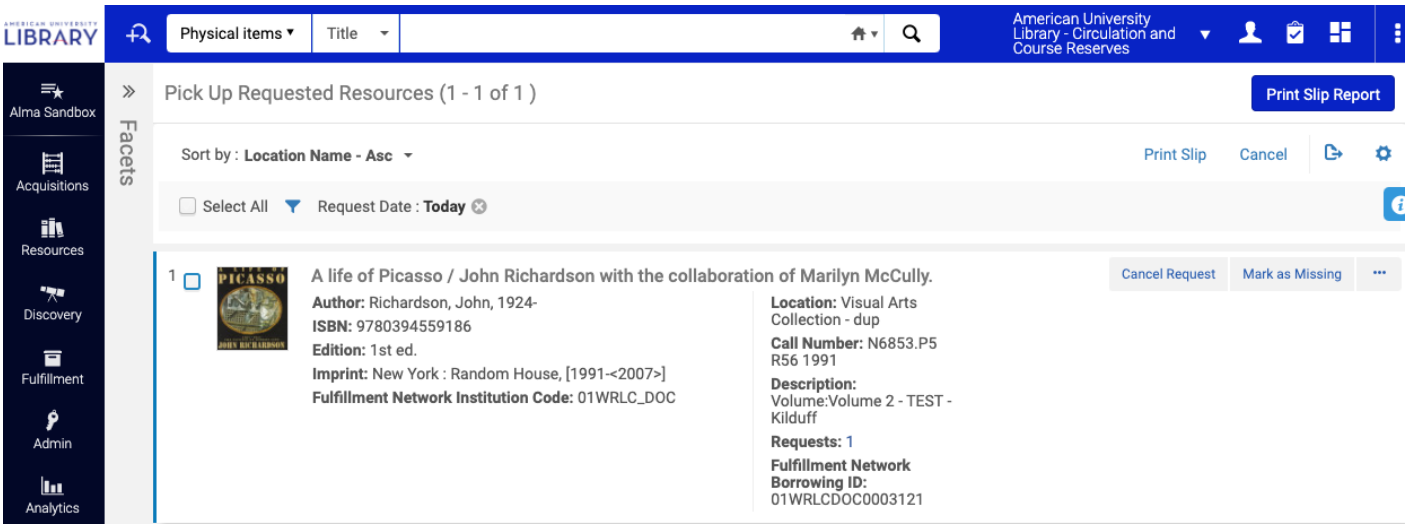
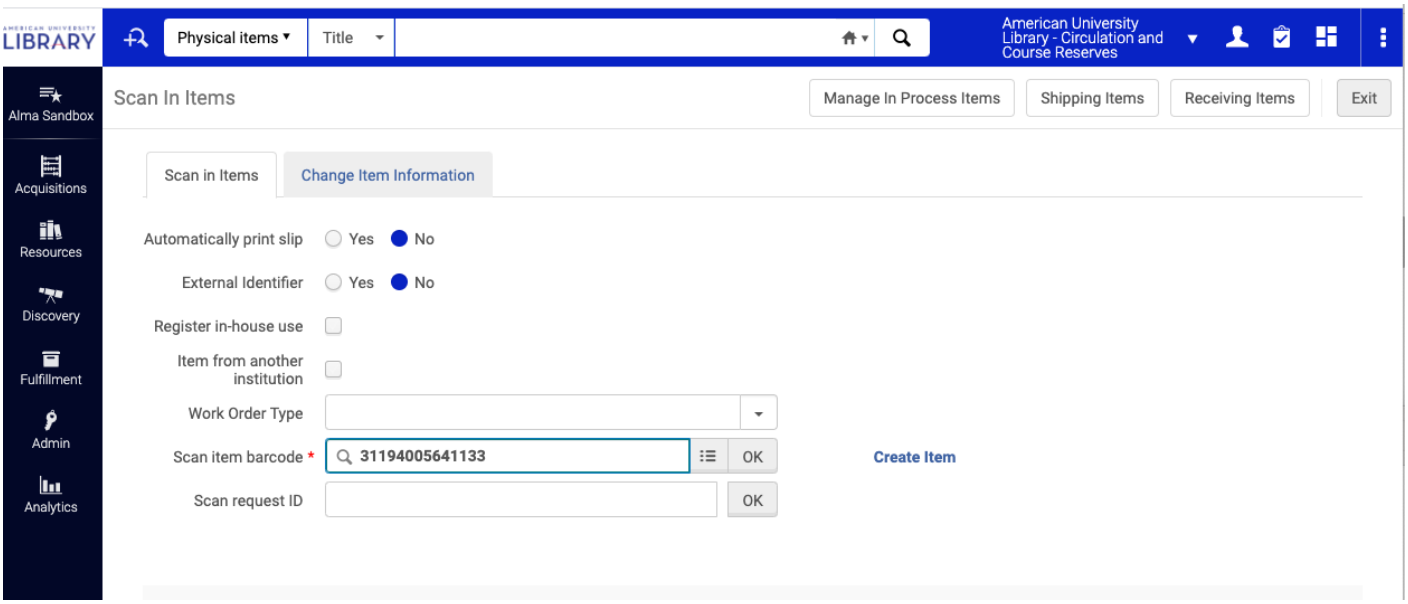
Filling a Title Level Request

Once in a while we will receive an AFN slip with no barcode or tray location on it, we can attempt attaching the item to the request.

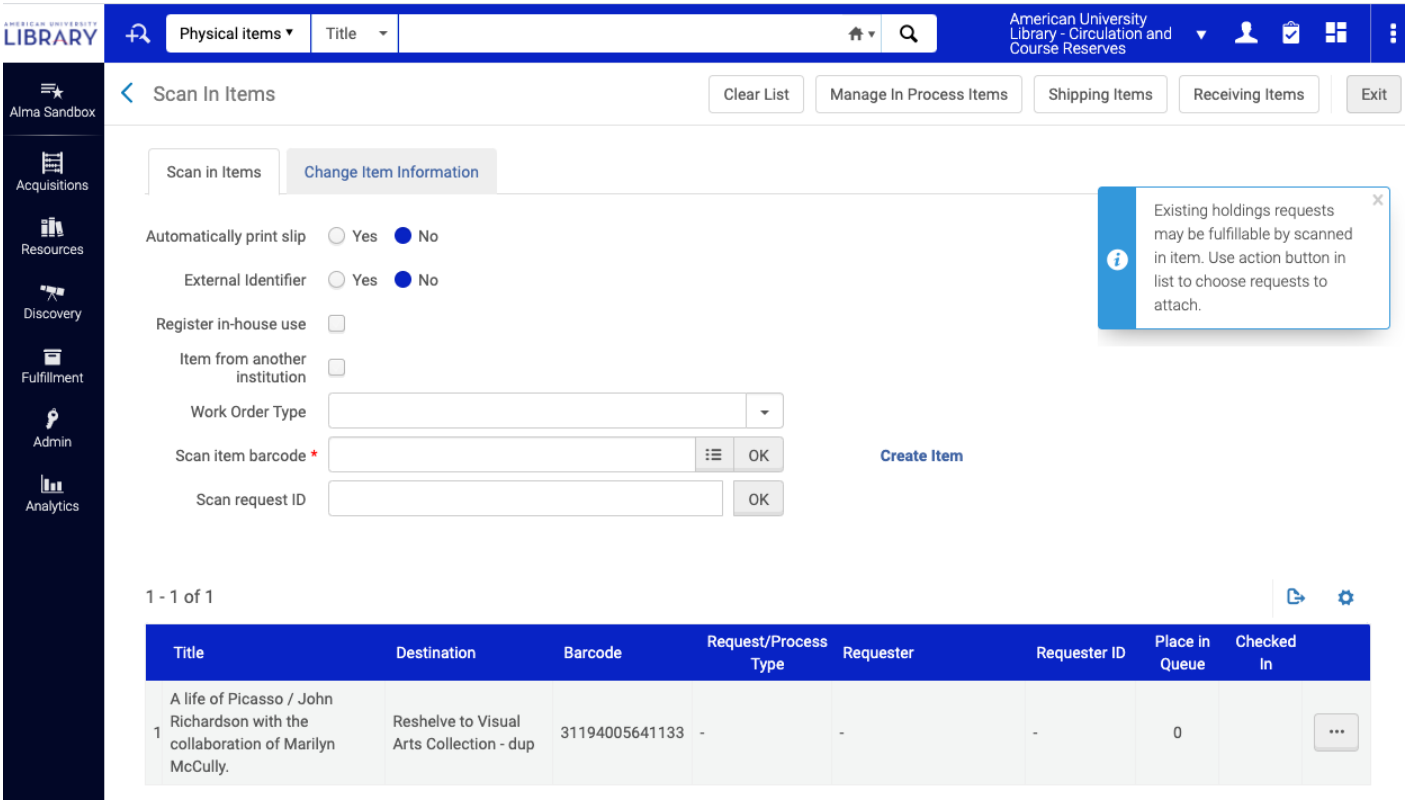
Requested Item:



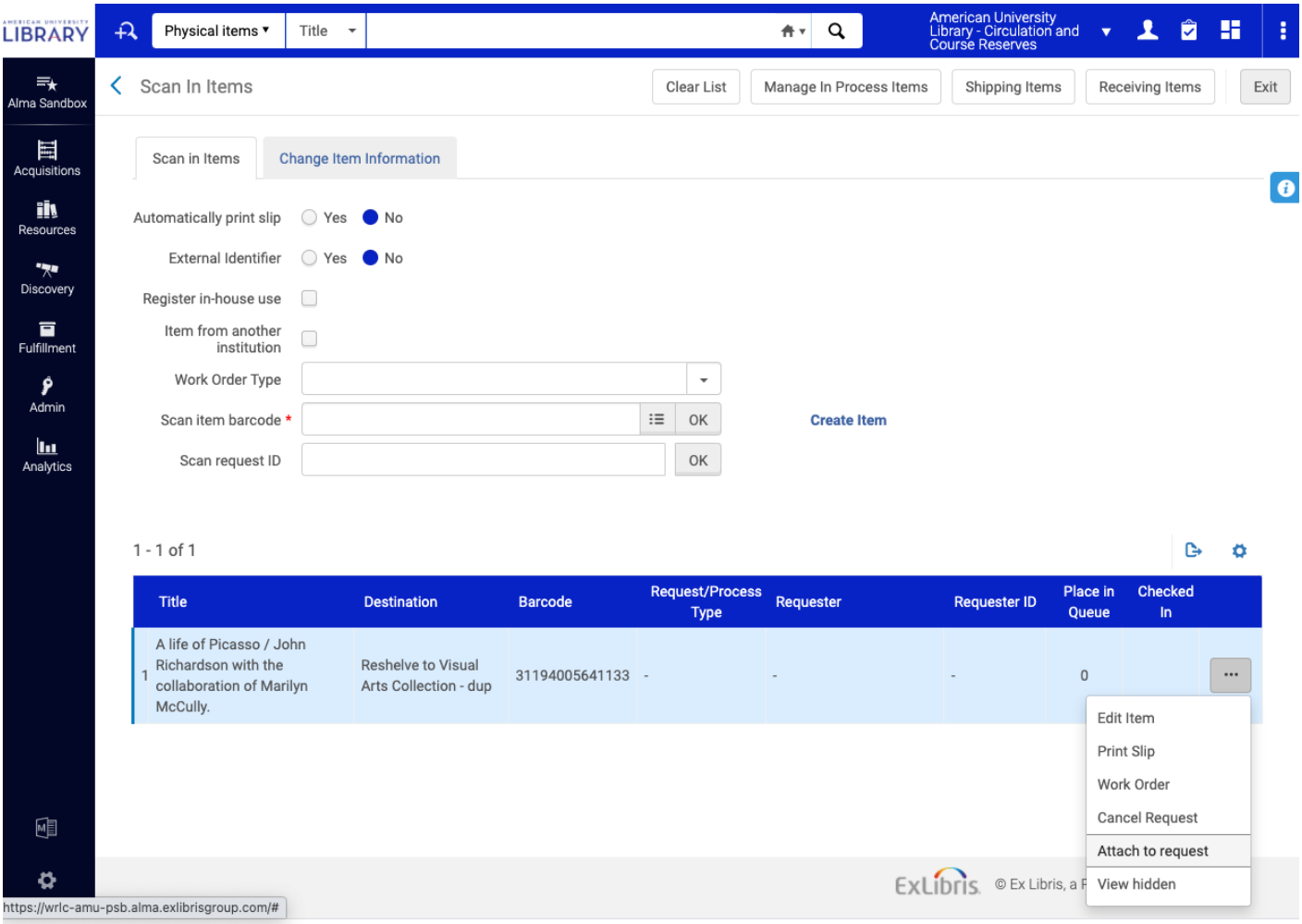
Identified correct volume, barcode. Scan In to fill:



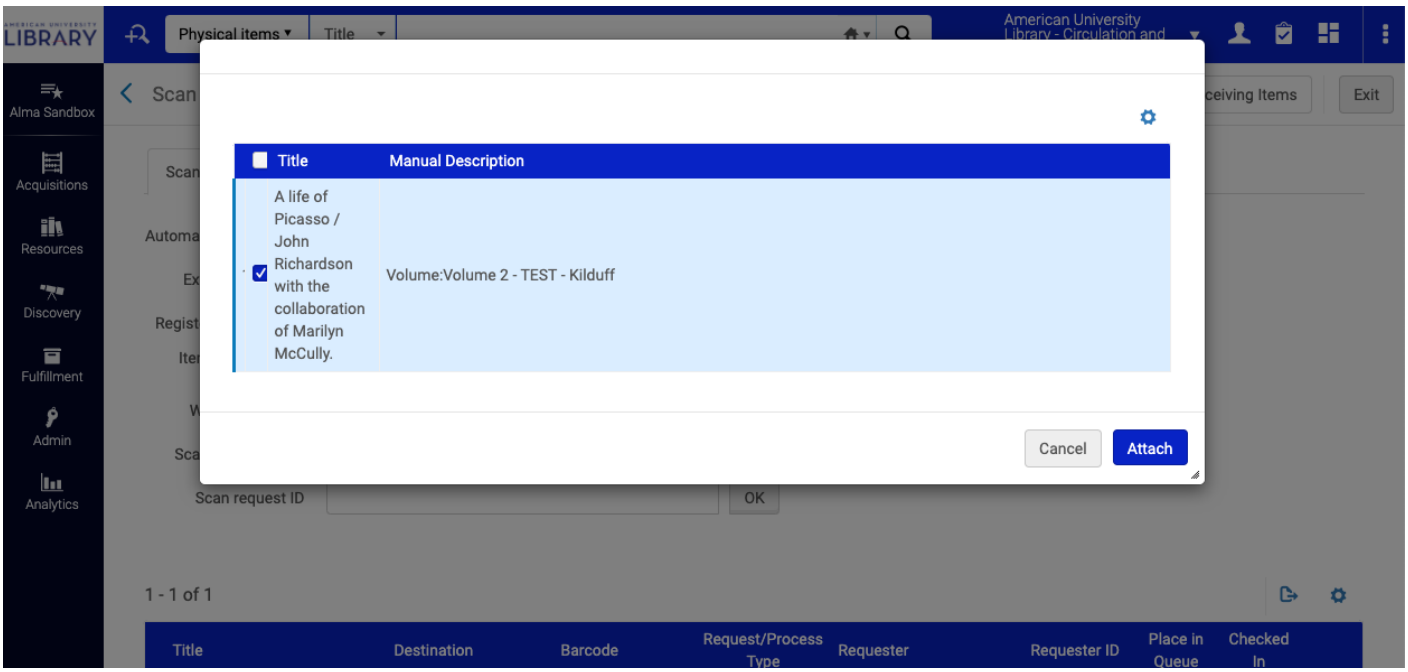
Result of scanning in. Item is recognized as an item to fill a request:



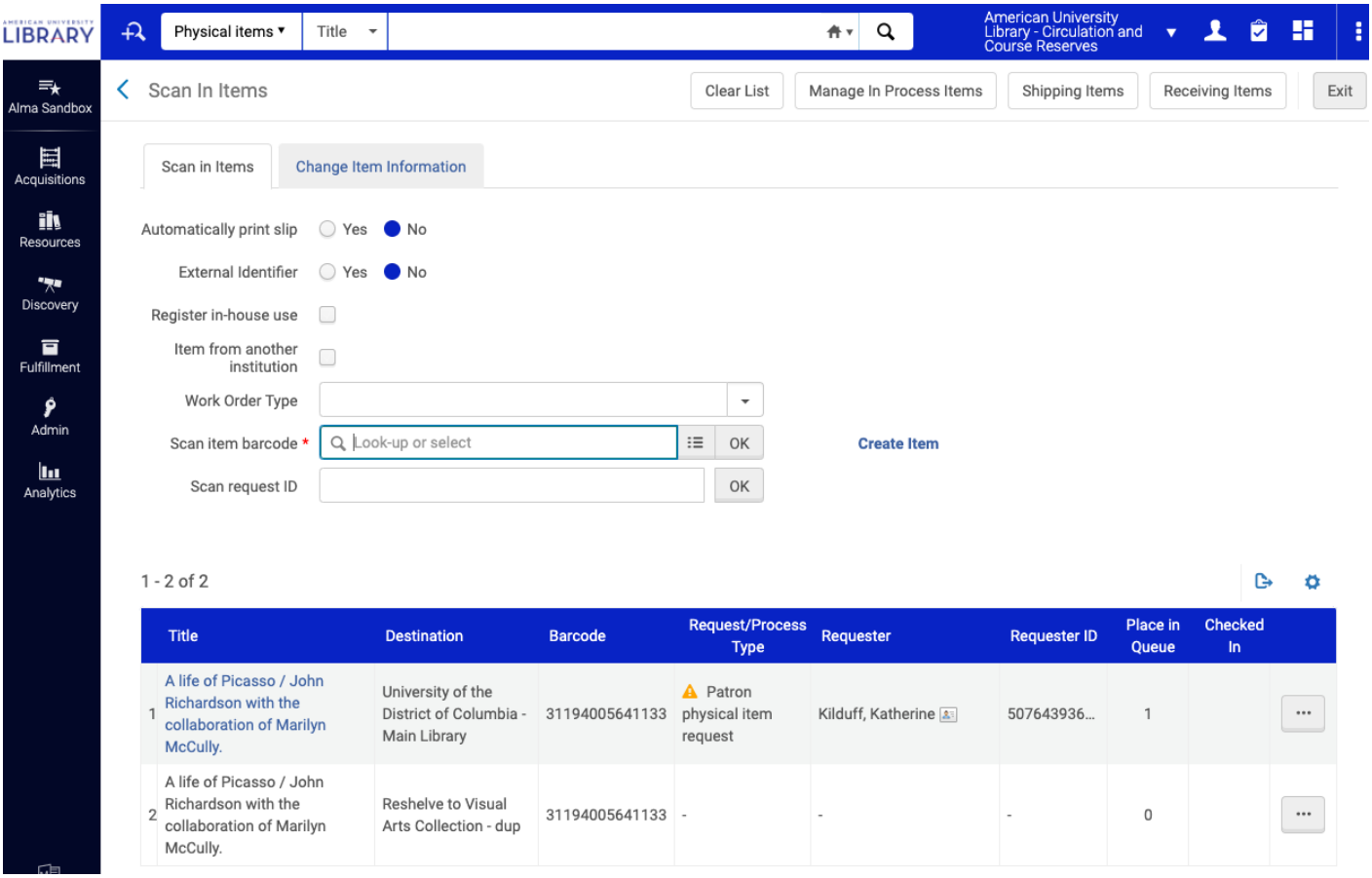
Select action “Attach to request”:



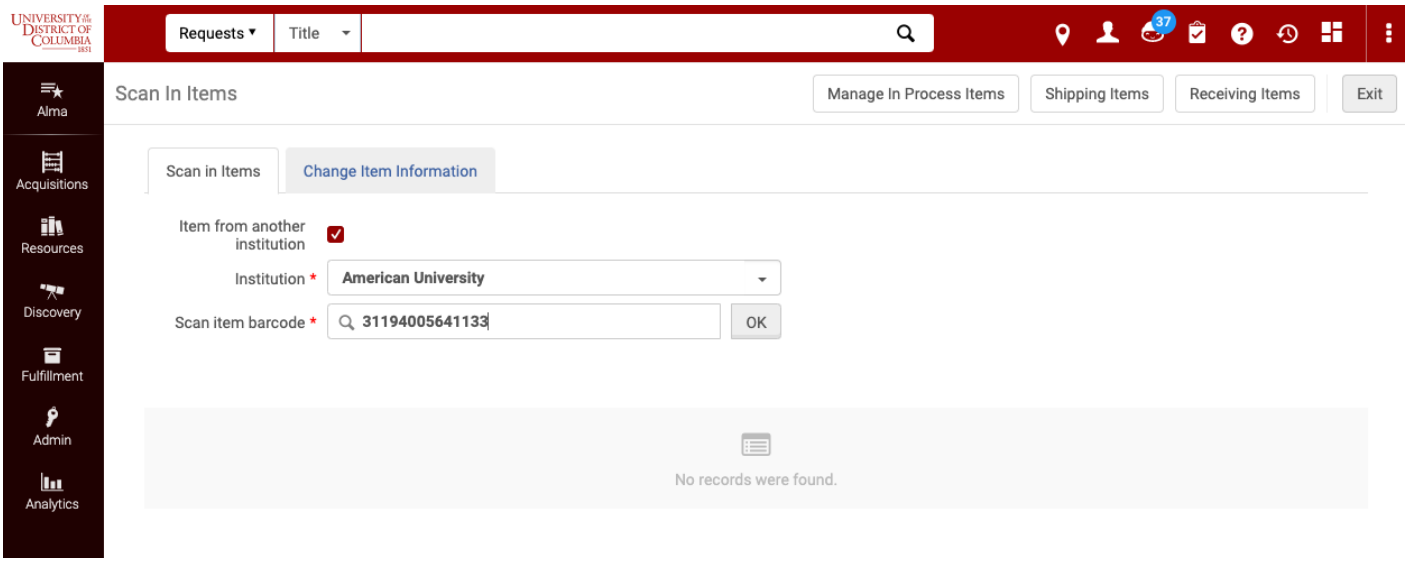
Select request to attach item to:



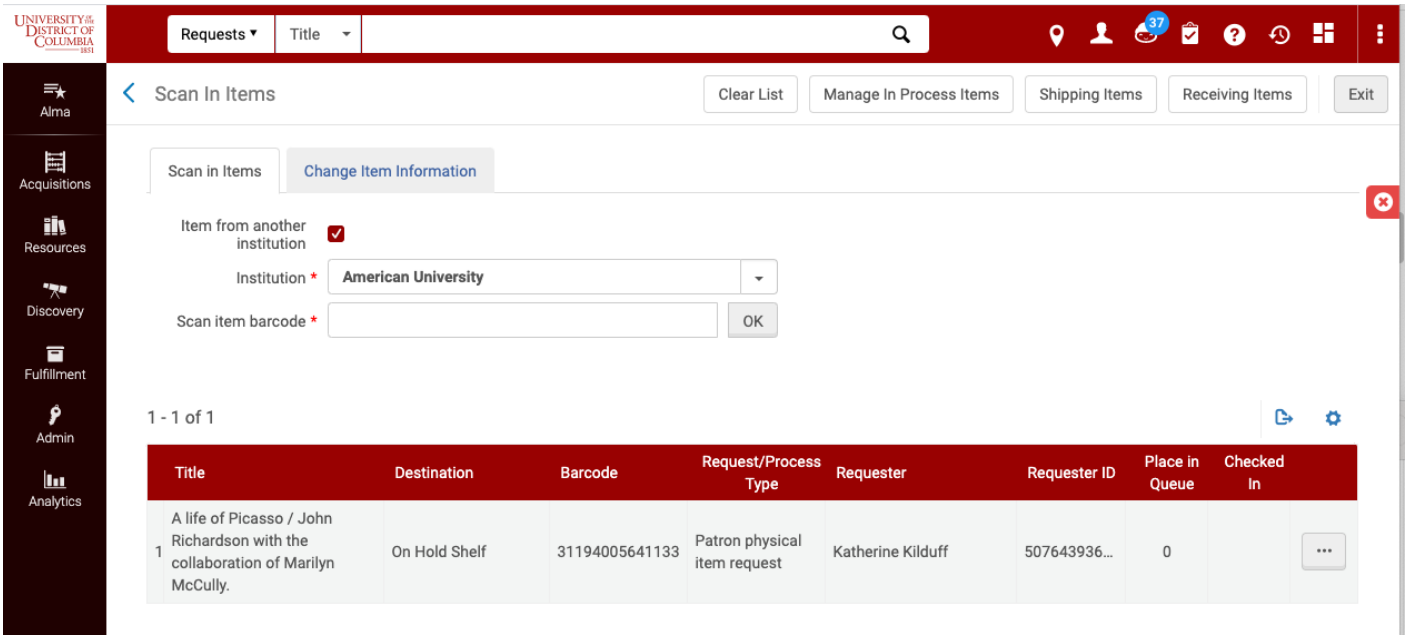
Request is filled and now In Transit to patron:



Item scanned in at borrowing library:



Item now On Hold shelf for patron:



Item can now be checked out to the patron. Return is the normal process.

Revision #2
Created 2024-03-20 18:58:07 UTC by Tammy Hennig
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