

On-shelf Holds Pull List

The "Holds Pull List" provides a list of <u>on-shelf</u> items that need to be pulled to fill holds. (*This feature must be enabled in your Library Holds policy in Workflows*).

This list can be filtered by Library, Current Location, and Item Type by using the corresponding dropdown menus. By tapping the item, or the right-facing triangle to the right of each item, you can trap holds, print hold slips or mark items as missing, directly from MobileCirc. This saves you from having to print a report to take with you to the shelves.

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|-----------------|--|--|---|--|
| Check Out | | Holds Pull List | Ģ | |
| Check In | Library | | M * 76% INCOMPANY ARROWOOD ARROWOOD All Locations All Item Types Onshelf Items manifesto | |
| Renew | Libiary | ARROWOOD | • | |
| In-house Use | Current Location | All Locations | • | |
| Item Status | Item Types | All Item Types | • | |
| Holds Pull List | | | | |
| | | Onshelf Items | | |
| Inventory | | | | |
| Deselect | 613 POL In defense of food : an eater's manifesto 310000733 BOOK FIC | | | |
| Add User | | | | |
| Modify User | 20008 Chile, Rebe CAFFEY | 20008 Chile, Rebecca CAFFEY | | |
| Setup | FIC DAV | | | |
| Help | Sweet revenge 310000527 BOOK 37180002 Andrew | Sweet revenge 310000527 BOOK FIC 37180002 Andrew, Alex | | |
| About | ARROWOOD | | | |
| | EMAR | | | |
| | Rats on the roof: a 30947000031340 MOYERSELIB Mo ARROWOOD | ind other stories BOOK JF yerselib | • | |
| | JF HAW George's secret ke 310000720 BOOK | ay to the universe JF | * | |



Trapping Holds & Marking Items Missing

By tapping the item, you may choose to "Trap Hold", "Print Hold Receipt" (if a receipt printer is attached) or "Mark Missing," by tapping the appropriate button.

| J 646.7 | | |
|---|--|--|
| The girls' book : how to be the best at everything Foster, Juliana. 310000609 BOOK JNF SC77777 Cusack, Sarah ARROWOOD | | |
| Print Hold Receipt | | |
| Trap Hold | | |
| Mark Missing | | |
| ОК | | |
| | | |

NOTE:

You will only see the "Print Hold Receipt" option if receipt printing is enabled within "Setup".