

## SymphonyWeb: Alert and Sound Properties

To set up sounds and alerts in SymphonyWeb:

- 1. Click the **Common Tasks wizard**.
- 2. *Right-click* on the **Check Out Items Wizard**. Click **Properties**.



3. Select the **Behavior** tab and scroll to the User Alerts Display area. Select the options according to your preference:

Check Out Items : Set Properties	×
Display property page: O Wizard Startup 🔘 Never	
Behavior Defaults Helpers	
	^
User Alerts Display	
Display alert for delinquent user     Display user alerts	
Display user extended info alerts     Display user blocks in a separate window     Display alert for previous loan	

- a. Display alert for delinquent user Displays a message during check out that the user status has a DELINQUENT, BLOCKED, or BARRED delinquency type. If your site uses the User Groups feature and the user has inherited the delinquency status of other users in the group, then if a user in the same group has a DELINQUENT, BLOCKED, or BARRED delinquency type user status, an alert window will display if this property is selected.
- b. **Display user alerts** Displays a message during check out with important information from the user record if the user has alerts, such as an available hold, claims returned items, privilege expiration, etc.



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- c. **Display user extended info alerts** Displays a message during check out containing the contents of any Extended Info fields in the user's record of entry type alert.
- d. Display user blocks in a separate window Displays user information in a separate window.
- e. **Display alert for previous loan** Displays a message during check out if the user had previously checked out a copy of the title. This property is available only in libraries that use the charge history feature.
- 4. Scroll to the Sounds area to turn on sound alerts by placing a check in the box next to the option. The options available are:

Check Out Items : Set Properties	×			
Display property page: O Wizard Startup				
Behavior Defaults Helpers	^			
User Alerts Display <ul> <li>✓ Display alert for delinquent user</li> <li>✓ Display user alerts</li> <li>✓ Display user extended info alerts</li> <li>✓ Display user extended info alerts</li> <li>✓ Display user blocks in a separate window</li> <li>✓ Display alert for previous loan</li> </ul>	-			
Sounds	1			
✓       Play sound for User Deiinduent alert       usrout.wav       ◆         ✓       Play sound for User Blocked alert       ublock.wav       ◆				
✓ Play sound for Hold alert ihldblk.wav				
✓ Play sound for user extended info alert disrout.wav				
Checkout printing				
None				
O Print date due slips     Print date due slips	~			
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- a. **Play sound for User Delinquent alert** Plays a sound during check out when the delinquent user alert displays.
- b. **Play sound for User Blocked alert** Plays a sound during check out when the override for a user with a blocked delinquency type status display.
- c. **Play sound for Hold alert** Plays a sound during check out when the Holds Block override displays.
- d. **Play sound for user extended info alert** Plays a sound during check out when alerts from a user's extended info section display.



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- 5. Use the helper tool to add an existing **.wav** file from the list if a file does not already exist. There are three **.wav** files available.
  - a. **Disrout.wav** Use for User Delinquent alert and User extended Info alert.
  - b. Ihidbik.wav Use for Hold alert.
  - c. Ublock.wav Use for the User Block alert.

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Display property page: 🔿 Wizard Startup 🔘 Never					
Behavior Defaults Helpers					
🔾 Do not automatically renew items alread	y checked out				
Checkout all items associated with a set	Iget : Select File 🗙				
User Alerts Display User Alerts Display alert for delinquent use User Display user extended info a	t.wav	window 🗾 Display alert for previous loan			
Play sound for User Delinquent alert	disrout.wav	*			
✓ Play sound for User Blocked alert	ublock.wav	*			
Play sound for Hold alert	ihldblk.wav	*			
$\checkmark$ Play sound for user extended info alert	disrout.wav	*			
Checkout printing					
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