Workflows Tip of the Week
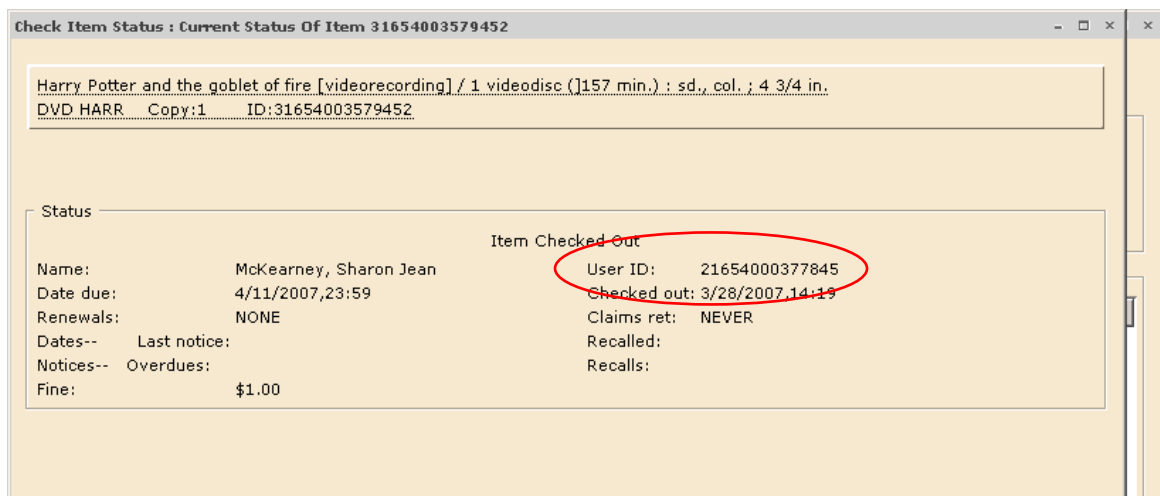
Module: Circulation

Summary: How to view the last patron information without performing a patron search.

Instructions:

1. Search for the item in question using Check Item Status. We are assuming you're searching by barcode. The current User ID is displayed.

2. Click on the platform (red arrow, above) and the glossary displays, showing the Previous User ID.

Check Item Status : Glossary

Title: Harry Potter and the goblet of fire [videorecording]
Author: 1 videodisc (]157 min.) : sd., col. ; 4 3/4 in.

Call number:	DVD HARR
Copy:	1
Item ID:	31654003579452
Price:	$29.00
Home location:	DVD...
Item cat1:	DVD...
Date created:	3/23/2006
Date last charged:	3/28/2007
Last discharged:	3/27/2007,12:43
Date inventoried:	NEVER
Times inventoried:	0

(circulation summary)

Type:	DVD...
Current location:	CHECKEDOUT...
Item cat2:	ADULT...
Media desk:	
Previous user ID:	21654005510127
Last activity:	3/28/2007
Total checkouts:	35
In-house uses:	0

Close

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