

Quarantine Library Manager and Resource Manager Materials

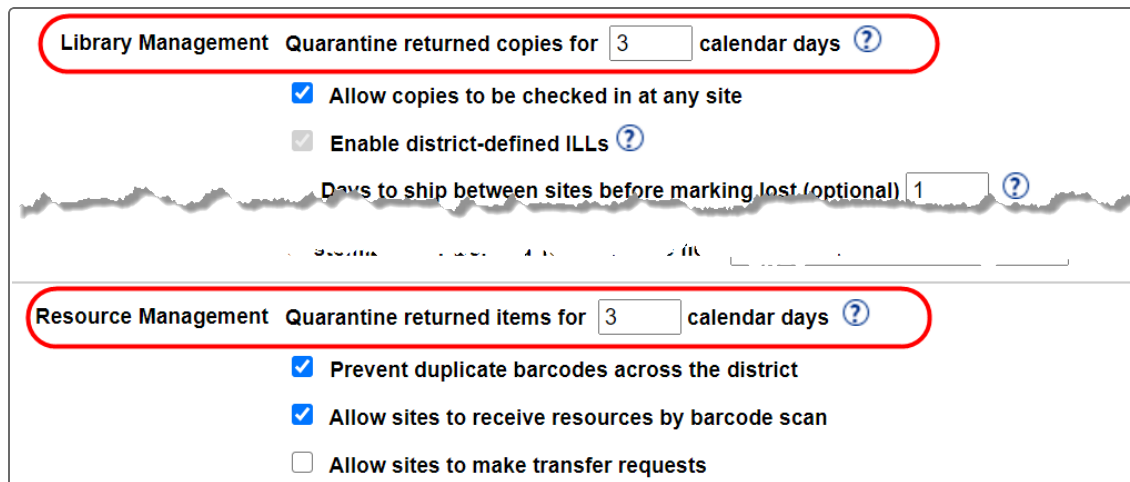
To safely handle resources, districts can enable auto-quarantine for Library Manager and Resource Manager. When a copy or item is checked in, its status becomes In Quarantine. The status automatically becomes Available at the end of the quarantine period. Users with the appropriate permissions can check in or check out items In Quarantine.

Enable Quarantine

Destiny Administrators need to enter the number of days to automatically quarantine library or resource items when they are checked in.

1. Log in as a Destiny Administrator.
2. Select **Setup > Sites** sub-tab.
3. Next to the district name, click .
4. In the **Library Management** and/or **Resource Management** section, enter the number of days to **Quarantine returned copies**.

Note: Enter a number between 0-99. If you do not want to quarantine checked in materials, enter 0.




The screenshot shows two sections of the Destiny Admin interface. The top section is titled "Library Management" and has a red circle around the "Quarantine returned copies for" field, which contains the number "3" and is followed by "calendar days" and a help icon. Below this are three checkboxes: "Allow copies to be checked in at any site" (checked), "Enable district-defined ILLs" (checked), and "Days to ship between sites before marking lost (optional)" (1). The bottom section is titled "Resource Management" and has a red circle around the "Quarantine returned items for" field, which contains the number "3" and is followed by "calendar days" and a help icon. Below this are three checkboxes: "Prevent duplicate barcodes across the district" (checked), "Allow sites to receive resources by barcode scan" (checked), and "Allow sites to make transfer requests" (unchecked).

5. Click **Save**.

Destiny®

Override 'In Quarantine' Block Messages

You can give users the ability to check in quarantined items to make them available or to check out items with a status of In Quarantine before the quarantine is over.

1. Log in as a Destiny Administrator or Site Administrator.
2. Select **Admin > Access Levels**.
3. For the access level you want to edit permissions, click  . The permissions for the selected access level appear.
4. Do one or both of the following:

If you want to...	Then...
Enable the permission for Library Manager	<ol style="list-style-type: none">a. Click the Library Materials sub-tab.b. In the Library Circulation Access section, select the Override library blocks checkbox.
Enable the permission for Resource Manager	<ol style="list-style-type: none">a. Click the Resources sub-tab.b. In the Resource Circulation Access section, select the Override resource blocks checkbox.

5. Click **Save**.

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Circulate 'In Quarantine' Items

When items are checked in, their status becomes In Quarantine for the number of days set by the Destiny Administrator.

Copy Status

Find Copy **Go** How do I... ?

50 games to play with your cat 🔍

Author Strachan, Jackie. Call Number REF 636.8 STR

Barcode	T 1000	Status	In Quarantine ?
Purchase Price	\$10.00	Circulation Type	Regular ?
Date Acquired	9/2/2016	Vendor	
Copy Number	4	Sublocation	
Description	Volume 1, Issue 2, Number 3		

Edit Copy
Add Hold
Mark Lost
Print Labels

Item Status

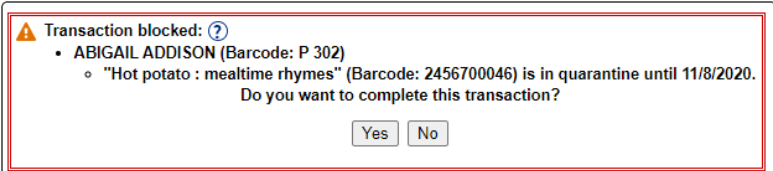
Find Item **Go** How do I... ?

Apple iMac 2GB 🔍

Barcode	00000000000235	Home Location	Technology Lab
Date Acquired	1/19/2009	Custodian	Undefined
Condition	Usable	Department	Technology
District ID		Projected Life	Years: 5
Purchase Order	883472	Funding Source	District Assigned Funds
Serial Number		Status	In Quarantine ?
Purchase Price	\$1,300.00		

Edit Item
Assignments
Mark Lost
Mark Stolen
Print Labels

With the *Override library blocks* and/or the *Override resource blocks* permissions, you can check in the item before the quarantine period ends to make it available. You can also check out an item with an In Quarantine status, and override the block message that appears. Without the permission, you cannot complete either transaction.

'In Quarantine' Status Check In	'In Quarantine' Status Check Out
<ol style="list-style-type: none">1. Select Circulation > Check In or Check In Items.2. For Library Manager, to check in copies with a status of In Quarantine, select the Check in quarantined copies checkbox.3. Scan or type the barcode number of an item in the Find Copy or Find Item field. 4. Click Yes to override the block.	<p>If you try to check out a copy, you will get a block message you can override. Click Yes to complete the transaction.</p> 