



Associating Patrons on



Open the patron's account, and click on *More*, and then *Associations*.

NEW PATRON CHECK IN

ALLYSON MARIE CHASE 1000100104065
BRIP BLOCKS NOTES

REGISTRATION REFRESH CLOSE

Check Out (0) Items (0)(0) Account (\$0.00) Claims/Lost (0/0) Holds (0) More

Scan or enter item barcode FIND TOOL RESET SPECIAL...

BARCODE	TITLE	DUE DATE	ACTION	MATERIAL TYPE	ASSIGNED BRANCH
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- Blocks
- Notes
- Reading History
- Associations
- Notices
- ILL
- Messages

Click on *New Association*, and on the next screen, scan the barcode of the patron to be associated. If you don't have the patron's barcode, you can look him or her up by using the *Find Tool*.

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NEW ASSOCIATION Filter Associations

PATRON BARCODE	PATRON NAME	BRANCH	NOTE	BLOCK ME
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leap Scan or search for patrons or items FIND Utilities Help Keyboard cdawdy (zeds)

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NEW ASSOCIATION Filter Associations

Associated Patron(s) Scan or enter patron barcode FIND TOOL Note

Block me if these patron records are blocked. ADD CANCEL

PATRON BARCODE	PATRON NAME	BRANCH	NOTE	BLOCK ME
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NEW ASSOCIATION Filter Associations

Associated Patron(s) Scan or enter patron barcode FIND TOOL Note

1000100104073 : Chase, Ethan Aidan

Block me if these patron records are blocked. ADD CANCEL

PATRON BARCODE	PATRON NAME	BRANCH	NOTE	BLOCK ME
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You'll notice a box on the left side, at the bottom of the screen, that will allow you to block or not block associated patrons. When finished, click on the *Add* button.