



Marking
a claim
on



Open the patron's account.

NEW PATRON CHECK IN

ETHAN AIDAN CHASE 1000100104073 ZEDS BLOCKS NOTES

REGISTRATION REFRESH CLOSE

Check Out (0) **Items (3)(0)** Account (\$0.00) Claims/Lost (0/0) Holds (2) More

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

BARCODE	TITLE	DUE DATE	ACTION	MATERIAL TYPE	ASSIGNED BRANCH
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Click on *Items* out.

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Check Out (0) **Items (3)(0)** Account (\$0.00) Claims/Lost (0/0) Holds (2) More

RENEW Filter Items

TYPE	DUE ON	BARCODE	TITLE	AUTHOR	RENEWALS LEFT	CALL NO.	BRANCH
Book-Softcover	1/16/2015	0000101991172	A bibliography of African American family history at the Newberry Library	Simpson, Jack.	1 of 2	016.9292 SIM	Illinois Heartland Libr...
Book-Hardcover	1/16/2015	0000101997419	Fluent in fantasy : a guide to reading interests	Herald, Diana Tixi...	1 of 2	016.808838766 HER	Illinois Heartland Libr...
<input checked="" type="checkbox"/> Book-Hardcover	1/16/2015	0000101997401	Junior genrelecting : a guide to good reads and series fiction for children	Volz, Bridget Deal...	1 of 2	016.8130099282 VOL	Illinois Heartland Libr...

Place a check mark in the box left of the title of the item claimed "returned" or "never had", then click on the sad face.

leap Scan or search for patrons or items FIND Utilities Help Keyboard cdawdy (zeds)

NEW PATRON CHECK IN

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Check Out (0) Items (3)(0) Account (\$0.00) Claims/Lost (0/0) Holds (2) More

RENEW Filter Items

Choose a claim status: Claim Returned Claim Returned Claim Never Had CLAIM CANCEL

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Select the appropriate reason for the claim, and then click on the *Claim* button.