
How to create a user block, i.e. patron block?

- **Product:** Alma
-

Question

How to create User Block Definitions in Alma?

Answer

Steps to create a new user block:

1. Decide which actions may be blocked ("BlockedAction") — loan, renew, and/or requests.
 - Out of the box actions are:
 - 01 - LOAN
 - 02 - LOAN, RENEW
 - 03 - LOAN, RENEW, HOLD
 - 04 - ILL (please ask Ex Libris Support to add it)
2. The block description is configured in: Configuration > Fulfillment > Patron Configurations > User Block Description.
3. Select the "BlockedAction" ID (defined in step #1), the description (defined in step #2), the type value, and 'overridable' flag.
 - **Set-up in:** Configuration > Fulfillment > Patron Configurations > User Block Definitions.

The Online Help explains in the page for ["Configuring User Block Descriptions and Definitions" is clicked here](#).

* A detailed "Fulfillment - Understanding patron blocks - Librarian assigned and system assigned" can be found in the page ["Presentations and Documents - Fulfillment"](#), the [document direct link is here](#).

-
- **Article last edited:** 04-AUG-2025