

Staff OPAC" / GUI Search

- **Article Type:** General
 - **Product:** Aleph
 - **Product Version:** 17.01
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Description:

In the past (version 15.2), I went into the STAFF OPAC to check if a book was on order. Now, it seems that this GUI Search module is gone. How do I do such searches?

Resolution:

Prior to version 16, there was a separate GUI Search module. (And the Acq, Circ, and Cataloging modules had a limited "mini-Search" and "mini-Browse".)

In version 16-up, the full Search capability has been included in each module.

To find if a particular title is on order, you do the following:

1. Connect with the Acq/Serials module to your xxx50 library
2. Click on the binoculars (Search)
3. Leave the Search mode (in the left-hand pane) as "Find" -- or change it to "Browse", if you prefer to do browse
4. Make sure that the "Base" in the middle of the screen is your xxx01 library
5. Change the index to be searched (below "Base") to Title.
6. Enter the title in the search box
7. Click on "OK" (or "Go")
8. Select the title you want from the results and click on "Orders" (in the very bottom right) to see its orders

Note: The same Search/Browse could be done in Circ or Cataloging, if you are working in one of those rather than Acq/Serials.

Additional Information

GUI OPAC

- **Article last edited:** 10/8/2013