What are the options for displaying holdings in FirstSearch?

Last updated: Thu, 21 Feb 2019 15:33:06 GMT

Applies to

• FirstSearch

Answer

(The following solution can be found in the Help for the FirstSearch administrative module.)

Log in to the FirstSearch administrative module and click the Interface Display tab.

Click Library Holdings in the sidebar menu of the Interface Display section of the main menu to go to the screen that contains Library Holdings Display.

Library Holdings Display has the following options:

• None. Select None if you do not want users to view holdings information for other libraries.
• System Default. Select System Default if you want users to view holdings information chosen by FirstSearch using the Rules for the System Default holdings option given below.
• Regional. Select Regional if you want users to view holdings information for libraries in your region.
• Group. Select Group and select the symbol of a group of which your library is a member?either an OCLC Group Access Capability (GAC), a Union List (UL), or a GAC/UL group?if you want users to view holdings information for libraries in that group. Selecting Group also lets users limit search results to items held by the group.

If you select System Default, Regional, or Group, you can also select Display All Libraries to specify that users can also view holdings information for all libraries.

Rules for the System Default holdings option

<table>
<thead>
<tr>
<th>IF</th>
<th>THEN</th>
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<tbody>
<tr>
<td>More than 20 libraries hold the item and 10 or more are located in your location (U.S. state, Canadian province, other country, or other location).</td>
<td>The system displays holdings information for libraries in your location.</td>
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</tbody>
</table>
More than 20 libraries hold the item and fewer than 10 are located in your location but 10 or more are located in your region.

| 20 or fewer libraries hold the item or more than 20 libraries hold the item but fewer than 10 are located in your location or region. | The system displays all holdings information. |

You can see available holdings information for all libraries regardless of their location by clicking the Display All Libraries link on the Libraries that Own Item screen. In the administrative module, you control whether or not the link is available to your users.

**Page ID**

11543