Get started with OLIB Web

• OLIB basics
  
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  Learn about the menu, keyboard shortcuts, printing and logging in to OLIB.

  ◦ About OLIB Web
  ◦ Change location log in
  ◦ Keyboard shortcuts
  ◦ Log on
  ◦ Menu
  ◦ Print records

• Search options
  
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  Discover different options and features for searching in OLIB.

  ◦ Additional filter SQL
  ◦ Basic search
  ◦ Filter operators
  ◦ Keyword search
  ◦ Output records
  ◦ Refine the search
  ◦ Search windows
  ◦ Sort results
  ◦ View records

• Add, edit and delete
  
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  Learn about editing any records in OLIB.

  ◦ Annotations
  ◦ Attachments
Create new record
◦ Modify and delete a record
• Workspaces, saved searches, folders
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Discover useful workflows in OLIB.
◦ Folders
◦ Saved searches
◦ Workspaces