Managing standing orders

Course description

This recorded course would be useful for staff who are responsible for managing standing orders in WorldShare Acquisitions. After completing this course, learners will know how to create a standing order in WorldShare® Acquisitions, search for standing order titles in WorldCat® and how to receive and invoice standing order items.

View a recorded session

[View a recorded session](#) (60 minutes)

Course handouts

Managing standing orders

Request closed captioning

Closed captioning is available in the US upon request with 5 business days' notice. To request closed captioning for a training session, please contact us at [training@oclc.org](mailto:training@oclc.org).

Cancellation policy

In the event of low attendance, OCLC may cancel a training session. In this situation, registrants will be notified by email in advance of the session.