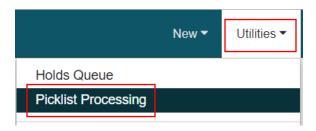
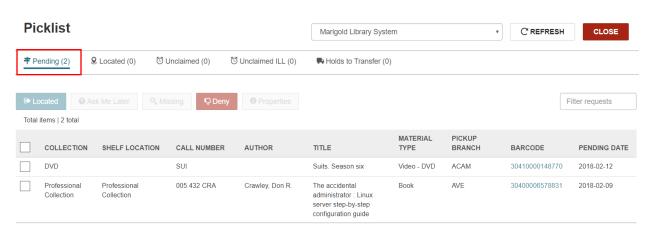


## **Picklist Processing**

## **Pending Holds Request**

To generate a list of holds that can be filled by your library:



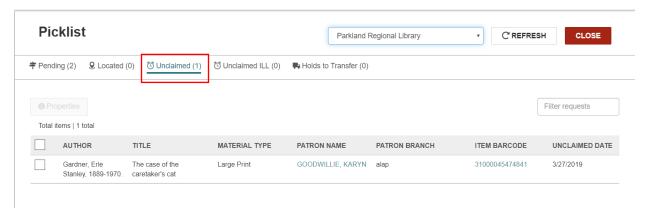


**NOTE:** The PICKLIST can be printed out or viewed on a tablet to make collecting items easier.

Once items have been collected from your shelves, check them in using the CHECK IN screen and hold/send as directed.



## **Unclaimed Request List**



The unclaimed items list includes all ILL requests for the selected pickup branch that have a status of received-held and an unclaimed date earlier than the current date.