

Standard Opening Hours - impact on yours and partner's patron's due dates

A library's Standard Opening Hours along with other events in their calendar can affect item due dates and renewal dates. It is good practice to review the Standard Opening Hours each semester when you may be adding specific events, exceptions or holidays.

A library's Standard Opening Hours are always set at the library level. (They do not "inherit" from the institutional calendar.) The "Valid from" date to the "Valid to" date is set to 3 years. If the "Valid to" date is approaching, this can shorten due dates for items that would otherwise get a much longer loan period.

The procedure to update the "Valid to" dates in your library's calendar is fairly simple. You must have the role of Fulfillment Administrator (or General Administrator).

Revision #2

Created 4 June 2024 19:16:10 by Kathy Kilduff

Updated 4 June 2024 19:57:29 by Kathy Kilduff