

## Library Managed Holdings functionality now available

*Free enhancements enables you to track and control locally managed titles through the Client Center*

**January 18** – Our new Library Managed Holdings functionality is available within the Client Center for all Serials Solutions subscribers to use. Please read the information below which provides you with an overview of the feature, what requirements are necessary to begin using it, and the educational opportunities that are available.

### Overview of 360 Core Library Managed Holdings

This free enhancement enables you to track and control locally managed titles through the Client Center without requiring the assistance of Serials Solutions' Library Support staff.

Library Managed Holdings functionality provides the following benefits:

- Upload holdings using .CSV and tab-delimited text files
- Track anything with a title
- Create unlimited local holdings databases
- Add and delete individual titles in local holdings databases
- Edit local holdings data at any time
- Export local holdings in tab-delimited text files

You can also control where your locally managed content appears within our 360 services, depending on your current subscription level. Patrons can view locally managed content in the 360 Core E-Journal Portal, 360 Link, and 360 Search results sets. In addition, you and your colleagues can find locally managed titles in the E-Catalog and track them using 360 Resource Manager.

### Permissions Required to Begin Using Library Managed Holdings

Permissions are set to "View" for all account holders that have access to Serials Solutions Client Center. To gain access and use the Library Managed Holdings functionality, your library's primary account holder will have to modify your permissions within the "Account Details – Permissions" section of the Client Center. These permissions will need to be set to "View/Edit".

If your primary account holder is not available to modify your permissions, please contact us through the Support Center (<http://support.serialssolutions.com>) or at [clients@serialssolutions.com](mailto:clients@serialssolutions.com).

In addition, subscribers to the Serials Solutions 360 MARC Update service should turn off MARC record generation for local holdings databases unless MARC records are required.

### Learning Opportunities

Take advantage of the following opportunities to learn more about Library Managed Holdings:

- Client Center User Guide: search for "Library Managed Holdings" within the Support Center to access the guide; information begins on page 30
- Free training sessions: visit [www.serialssolutions.com/learning.html](http://www.serialssolutions.com/learning.html) and register for a "Library Managed Holdings" webinar listed under "Subscriber Training Sessions"; space is limited

If you have any questions, please submit your inquiries through the Support Center or contact us at [clients@serialssolutions.com](mailto:clients@serialssolutions.com).