Sierra circulation

Volume Holds Setup

## This document provides a quick overview of the basic steps for getting started with the [Volume Holds](https://documentation.iii.com/sierrahelp/Default.htm#sgcir/sgcir_volholds.html) product.

# Preliminary Steps

## Title Priority Paging

## Before your library can start using volume level holds, the [Title Priority Paging](https://documentation.iii.com/sierrahelp/Default.htm#sgcir/sgcir_optional_holds.html) feature must be enabled. See [Start Using Title Priority Paging](https://iii-itlc.s3.amazonaws.com/LibGuides/LibGuides+Articles+and+Docs/Sierra/Circulation/Articles/CIR+Sierra+HTG+Circulation+Start+Using+Title+Priority+Paging+20220301.pdf) to learn more about getting started with Title Priority Paging.

## Requesting Options

## [REQUEST](https://documentation.iii.com/sierrahelp/Default.htm#sril/sril_requesting_options.html) and [REQUEST\_MULTI](https://documentation.iii.com/sierrahelp/Default.htm#sril/sril_requesting_options.html) Web Options (for all languages) must be set to one of the values identified as valid for volume requesting.

## Compatible Products and Features

## Review the [Volume Holds Compatibilities](https://documentation.iii.com/sierrahelp/Default.htm#sgcir/sgcir_volholds.html) listing of products and features that have been integrated with the Volume Holds product, as well as those where the product is not enabled.

# Library Set-up

## Create Volume Records

## Before your library can start placing volume holds, you must create volume records and attach items to them. The volume-specific tabs and information only appear in Sierra functions after volume records have been created.

### Assign Authorizations

## Assign the following authorizations to staff as needed:

## Authorization 781 - view volume records (required for users to view bibs or items from View Holds)

## Authorization 782 - create volume records

## Authorization 784 - edit volume records

## Authorization 785 - delete volume records

## These authorizations have no impact on a staff member's ability to view, create, edit, or delete volume holds.

## Setting up volume requesting in WebPAC

## Patrons can also place volume-level holds in the WebPAC. See [Requesting in the WebPAC](https://documentation.iii.com/sierrahelp/Default.htm#sgwpac/sgwpac_requesting.html).

## To configure the display of volume records in WebPAC and set up volume requesting:

## Configure the [ICON\_REQUEST\_VOLUME](https://documentation.iii.com/sierrahelp/Default.htm#sril/sril_requesting_options.html) web option.

## Customize the styles for volume records in styles.css, if desired. See [Volume Display Classes](https://documentation.iii.com/sierrahelp/Default.htm#sril/sril_voldisplay_classes.html).

## Create and customize the [Volume Selection Form](https://documentation.iii.com/sierrahelp/Default.htm#sril/sril_volume_select.html), if desired.

# Volume Record Maintenance

## See the following discussions on volume record maintenance:

## [Display of Volume Records](https://documentation.iii.com/sierrahelp/Default.htm#sril/sril_disp_volume.html)

## [Creating Volume Records in Sierra](https://documentation.iii.com/sierrahelp/Default.htm#sgcat/sgcat_quick_create_vol.html)

## [Editing Records in Sierra](https://documentation.iii.com/sierrahelp/Default.htm#sgil/sgil_maint_edit_records.html) (Volume records can be edited in any of the modules in which they display; see [Record Displays](https://documentation.iii.com/sierrahelp/Default.htm#sril/sril_record_disp_intro.html))

## [Deleting Records](https://documentation.iii.com/sierrahelp/Default.htm#sgil/sgil_maint_delete_records.html)

# Volume Holds and Workflow

## Three ways to [place a volume-level hold](https://documentation.iii.com/sierrahelp/Default.htm#sgcir/sgcir_holds_placevolhold.html) in Sierra:

## [Adding a Patron to a Volume-level Hold Queue](https://documentation.iii.com/sierrahelp/Default.htm#sgcir/sgcir_holds_volholdqueue.html)

## [Placing a Volume-level Hold from the Summary Tab](https://documentation.iii.com/sierrahelp/Default.htm#sgcir/sgcir_holds_volholdbytitle.html)

## [Placing a Volume-level Hold from Circulation Desk](https://documentation.iii.com/sierrahelp/Default.htm#sgcir/sgcir_holds_volholdcircdesk.html)

## [Viewing Volume and Copy Information in the WebPAC](https://documentation.iii.com/sierrahelp/Default.htm#sgwpac/sgwpac_display_vol_copy.html)

## [Title and Volume Level Paging](https://documentation.iii.com/sierrahelp/Default.htm#sgcir/sgcir_title_page.html)

## [Recalling Titles and Volumes](https://documentation.iii.com/sierrahelp/Default.htm#sgcir/sgcir_title_rec.html)

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