

SearchOhio Policies

Locating Material

- A link on the OhioLINK screen will take the patron's search to SearchOhio
- Patrons will not be blocked from checking out books available through OhioLINK
- Items will be requested the same way that they are for OhioLINK
- Items will appear on patrons' records with the same status codes as with OhioLINK, e.g. In Transit, etc.
- To see how it looks go to: : <http://olc1.ohiolink.edu>

Circulation

Available to all of our patrons who currently have OhioLINK privileges

From Search Ohio

- Books and other medial will circulate for 21 days with up to 3 renewals
- DVDs will circulate for 7 days with up to 3 renewals
- Borrowers may have up to 25 items out and 10 requests
- SearchOhio will not be part of pickup anywhere

To SearchOhio

- SearchOhio Libraries will abide by OhioLINK circulation rules and fines for our materials
- SearchOhio will not be part of pickup anywhere

Fines

- Fines are \$.50 per day
- Maximum fines for print and media are both \$25.00
- Replacement costs for print and media are both \$25.00

Visiting Patrons

- SearchOhio patrons may use their ID's here
- Our patrons can either use their ID's at a SearchOhio library or the library will immediately issue them one of their own cards

Processing SearchOhio (for circulation staff)

- SearchOhio paging slips will be integrated with OhioLINK paging slips
- Items are to be banded just as they would be for OhioLINK
- Although SearchOhio has their own bags, you may use their bags and OhioLINK bags interchangeably.