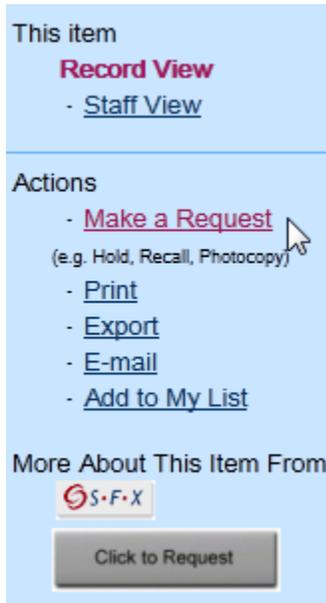


To disable requesting via WebVoyage:

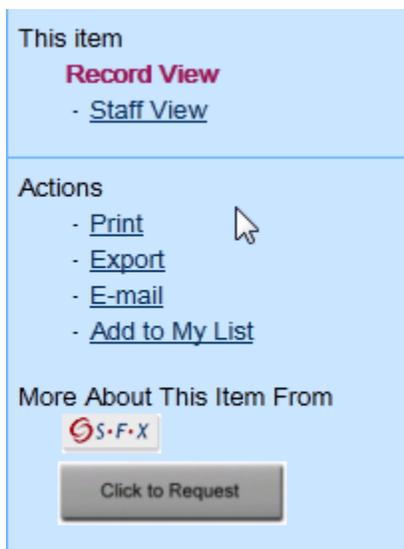
Typically, you'll see a link to place requests when viewing the holdings record:



If you go to /m1/voyager/yyydb/tomcat/vwebv/context/vwebv/ui/nameofskin and edit the webvoyage.properties file such that:

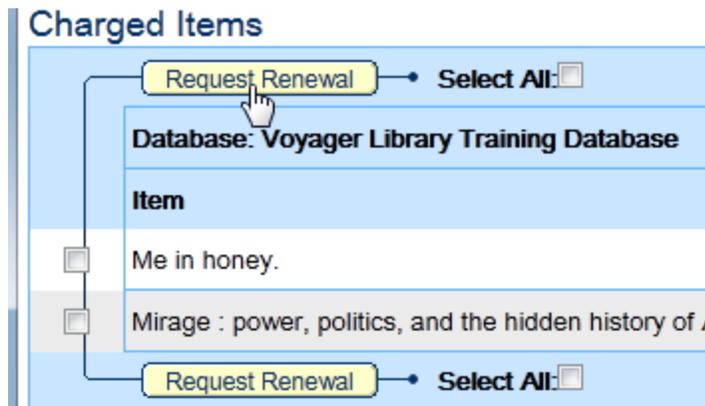
```
option.patronRequests=N
```

You will no longer see the ability to place requests when you are viewing a holdings record:



To disable renewal of charged items via WebVoyage:

Typically next to a charged item you'll see a check box, and at the top of your Charged Items list you'll see a Request Renewal button:



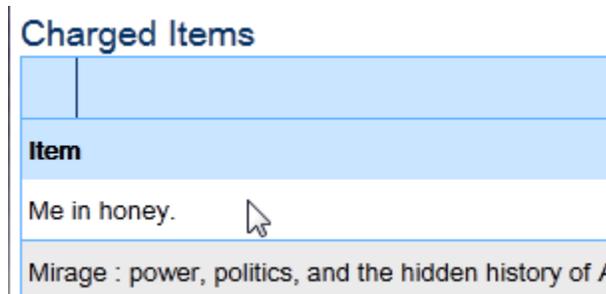
Go to `webvoyage.properties` and set

`page.myAccount.chargedItem.renew.single=N`

and

`page.myAccount.chargedItem.renew.all=N`

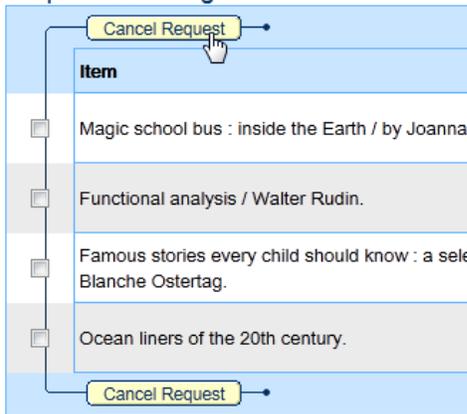
You will no longer have the option to renew charged items:



To disable the cancellation of current requests:

Typically you see a checkbox next to each request, and at the top of the Requests Pending list, you'll see a Cancel Request button:

Requests Pending

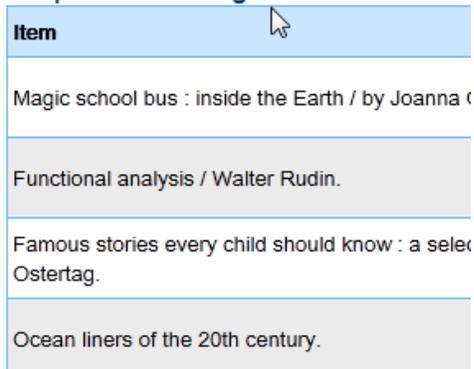


Go to `webvoyage.properties` and set

`page.myAccount.reqPending.cancel.preference=N`

You will no longer have the option to cancel requests:

Requests Pending



To disable the ability to edit patron SMS data:

When SMS updating via WebVoyáge is allowed, when a patron goes to edit their personal information in WebVoyáge, they'll see a field with an editable SMS number:

Permanent Address: Ex Libris Group
Customer Support
1350 E. Touhy Ave, Suite 200 East

Des Plaines IL 60018

Phone: 847-555-5555

If you would like to receive circulation notices from the library on your mobile device, enter your mobile device number in the field provided starting with the country code. Examples: 18885551234, 1-888-555-1234, or 1(888) 555-1234, +61 9 1234 1234 or 61912341234

SMS Number:

To disable updating SMS numbers, go to webvoyage.properties and set option.SMS=N

You will no longer have the option to edit your SMS number.

Permanent Address: Ex Libris Group
Customer Support
1350 E. Touhy Ave, Suite 200 East

Des Plaines IL 60018

Phone: 847-555-5555

To disable Change PIN functionality:

To disable the Change PIN functionality, you must disable PINs. When PIN functionality is enabled, you'll see the Change PIN button in the My Account tab in WebVoyage:

My Account

Review and update your library transactions.

- [View Personal Information](#)
- [Edit Preferences](#)
- [Change PIN](#)



To disable PINs go to webvoyage.properties and set

option.usePIN=N

You will no longer see the Change PIN option:

My Account

Review and update your library transactions.

[View Personal Information](#)

[Edit Preferences](#)

To disable Media Scheduling requesting:

When Media Booking through WebVoyage is enabled, you will see the Media Item and Media Equipment Booking forms when you click Make a Request in WebVoyage:

Patron Requests

Select the type of request you would like to make. See the

- [Hold](#)
- [Recall](#)
- [Callslip Request](#) (197 available)
- [ARTEmail Loan](#)
- [Course Reserve List](#)
- [ILL Photocopy Request](#)
- [Blank ILL Photocopy request](#)
- [Blank Form](#)
- [ARTEmail Photocopy](#)
- [Remote Request](#)
- [Media Item Booking](#)
- [ILL Book Request](#)
- [Blank photo copy request](#)
- [Bib Level Test Form](#)
- [Media Equipment Booking](#)

To disable Media Booking through WebVoyage, go to SysAdmin>Circulation>Cluster Maintenance and verify what location is currently selected as your OPAC Circ Desk:

Edit Cluster Maintenance:

Cluster Code:

Cluster Name:

OPAC Circ Desk:

Default Pickup Location:

Go to Media SysAdmin>Policy Groups>choose the policy group that contains your OPAC Circ Desk>Locations>Highlight the OPAC Circ Desk location, and click Delete to remove it from this policy:

The screenshot shows the Voyager Media SysAdmin interface. A 'Locations' dialog box is open over the 'Edit Policy Group' window. The 'Locations' dialog box has a 'Policy Group Name' field containing 'Media Department' and a list of 'Policy Locations'. The list includes 'College-Media Scheduling', 'Library-Media Scheduling', 'Media Department', 'Media Stacks', and 'OPAC Circ Desk'. The 'OPAC Circ Desk' location is highlighted in blue. To the right of the list are buttons for 'New', 'Edit', 'Delete', and 'Close'. The 'Delete' button is being clicked by a mouse cursor. The background window, 'Edit Policy Group', also shows the 'Media Department' policy group name and a similar list of locations. To the right of this list are buttons for 'Settings...', 'Calendars...', 'Locations...', 'Matrices...', 'Rules...', and 'Media...'. A 'Close' button is at the bottom center of the 'Edit Policy Group' window. On the left side of the interface, there is a vertical navigation menu with icons and labels for 'Operator Se...', 'Media Scheduling', 'Media Types', 'Maintenance', 'Media Room Types', 'Media Room Detail Types', 'Policy Settings', and 'Policy Groups'.

This will prevent the Media Booking request forms from displaying in WebVoyage:

Patron Requests

Select the type of request you would like to make. 5

- [Hold](#)
- [Recall](#)
- [Callslip Request](#) (197 available)
- [ARTEmail Loan](#)
- [Course Reserve List](#)
- [ILL Photocopy Request](#)
- [Blank ILL Photocopy request](#)
- [Blank Form](#)
- [ARTEmail Photocopy](#)
- [Remote Request](#)
- [ILL Book Request](#)
- [Blank photo copy request](#)
- [Bib Level Test Form](#)

NOTE: If you have already disabled regular requesting in WebVoyage using the option.patronRequests=N setting mentioned above, you will not be able to access **any** of the WebVoyage request forms, so this separate Media workflow will be unnecessary.

To disable the ability to cancel Media Booking requests:

Typically you see a checkbox next to each Media Booking request, and at the top of Upcoming Bookings list, you'll see a Cancel Selected Bookings button:

Upcoming Bookings

| Start Time | End Time | Confirmation Number | Booking Type | Room |
|------------------|------------------|---------------------|--------------|---------|
| 11-12-2013 10:00 | 11-12-2013 10:00 | 108 | Pickup | Media D |

To disable this feature, in webvoyage.properties, set

page.myAccount.mediaBookings.cancelAllowed=N

You will no longer have the ability to cancel upcoming bookings.

Upcoming Bookings

| Start Time | End Time | Confirmation Number | Booking Type |
|------------------|------------------|---------------------|--------------|
| 11-12-2013 10:00 | 11-12-2013 10:00 | 108 | Pickup |