**Where Do We Go Next? : Monitor Your Goals**



Which of the following do you feel **very confident** in your ability to perform?

* Check out an item
* Check out an item “on the fly”
* Check out an item with a special due date
* Check in a book
* Backdate a checked in item
* View a patron’s items out
* Renew an item
* Mark an item lost by a patron
* Mark an item claims returned by a patron
* Mark an item missing
* Mark an item damaged
* View patron’s fines
* Accept a payment
* Make a note in a patron’s account
* View messages on a patron’s account
* Place a hold
* Print a pull list
* Capture a hold
* Clear the holds shelf