

Destiny Library Manager Auto Quarantine assists schools in safely handling library materials during the current COVID 19 circumstances. Based on the District recommendation, library books are to be quarantined for a period of 3 days after they are returned to school.

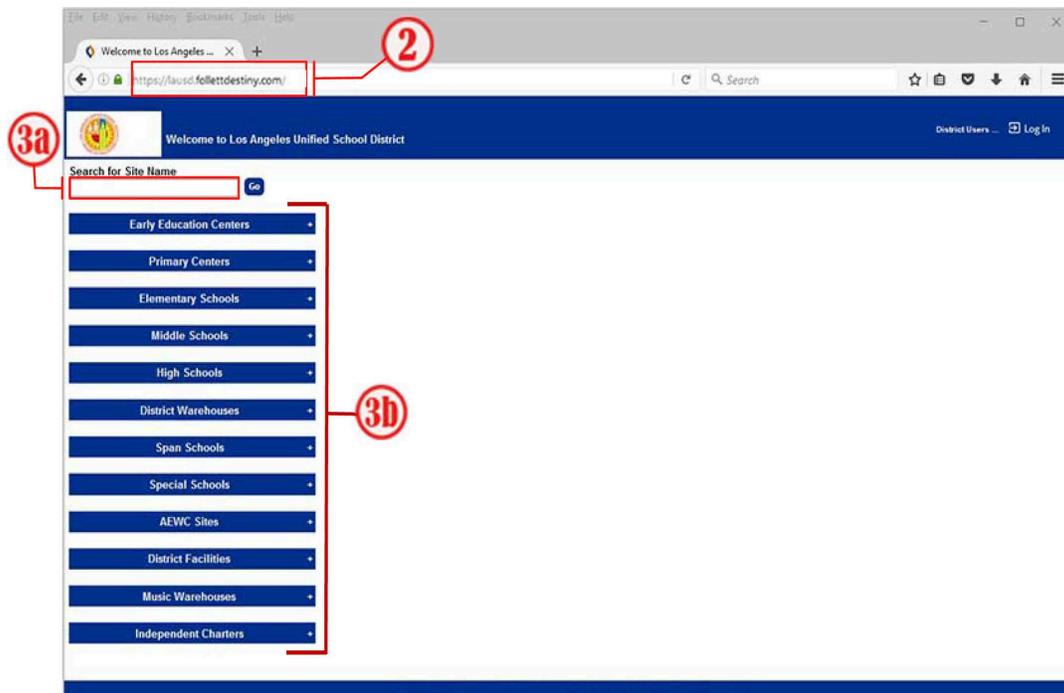
This tutorial will provide an overview and explanation on how the Destiny Auto Quarantine feature works.

Requirements:

- * PC or MAC
- * A web browser such as:
 -  Chrome
 -  Explorer/Edge
 -  Firefox
 -  Safari
- * Full-access to Destiny Library Manager (library staff)
- * An Internet connection
- * An LAUSD Single-Sign_On (SSO)

STEP 1: LOGIN TO DESTINY

1. Open a web browser
 - Chrome 
 - Explorer/Edge 
 - Firefox 
 - Safari 
2. In the address bar, type the following URL and press the “Enter” key on the keyboard:
 - <http://lausd.follettdestiny.com>
3. There are two (2) ways to find your school:
 - a. In the “Search for Site Name” field, type in the name or location code of your school. Press the “Enter” key on the keyboard or click on the “Go!” button OR
 - b. Click on the “Blue Bar” associated to your school group (*e.g. Middle School*). Then, find and click on your school’s link.



4. On the school’s “Home” screen, click the “Log In” link located on the upper-right corner then use your LAUSD SSO to login.

HOW AUTO-QUARANTINE WORKS

1. **Checking-in Materials:** When library materials are checked in, Destiny will automatically set the Status to **"In Quarantine"** (See screenshot below.) The materials will remain in Quarantine for a total of 3 days. The 3 days of Quarantine has been set for all schools district wide and can't be modified for a any one school.

Find Copy in Library Materials

Andy and Tamika.

Author Adler, David A. Call Number Fic Adl

Barcode	00061921	Status	In Quarantine
Purchase Price	\$20.00	Circulation Type	BOOK
Date Acquired	6/13/2012	Vendor	
Copy Number	1	Sublocation	On Shelf
Description			

2. **Attempting to Check-out Quarantined Materials:** When materials are in quarantine and an attempt is made to check them out, a **"Transaction blocked"** message will be displayed indicating that the item is in quarantine and when it will be available for circulation. (See screenshot below.) Individuals with full access to Destiny Library Manager have the ability to override "In Quarantine" messages. In the same screenshot below, to override the block, simply click on "Yes." This will allow you to complete the task of checking out the item to the patron. NOTE: Although this permission has been granted, it is **NOT** recommended that quarantined items be allowed to circulate prior to the District's recommended quarantine period.

Transaction blocked:

- **OSCAR GONZALEZ (Barcode: 11122266)**
 - **"Andy and Tamika." (Barcode: 00061921) is in quarantine until 2/4/2021.**

Do you want to complete this transaction?