Find information about viewing holds for a patron and viewing the holds queue for a specific item in WorldShare Circulation.

**View holds for a patron**

The Holds tab of the patron record shows the status of pending hold requests for the patron; see the table for details.

<table>
<thead>
<tr>
<th>COLUMN</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title</td>
<td>Title of the item.</td>
</tr>
<tr>
<td></td>
<td><strong>Link to item record</strong></td>
</tr>
<tr>
<td></td>
<td>To view the item record, including the complete hold queue for the item, click the title.</td>
</tr>
<tr>
<td></td>
<td><strong>Edit request</strong></td>
</tr>
<tr>
<td></td>
<td>Click <strong>Edit</strong> to modify the request or add information</td>
</tr>
<tr>
<td>Volume</td>
<td>Specific volume requested (if applicable)</td>
</tr>
<tr>
<td>Barcode</td>
<td>Barcode of the item.</td>
</tr>
<tr>
<td></td>
<td>A system-generated barcode will be associated with a special request. To <a href="https://help.oclc.org/Library_Management/WorldShare_Circulation/Holds_management/060View_holds">fulfill a special request</a>, you must check in the system-generated barcode and then select the barcoded item you wish to use to fulfill the hold.</td>
</tr>
<tr>
<td></td>
<td>If you are using <a href="https://help.oclc.org/Library_Management/WorldShare_Circulation/Holds_management/060View_holds">integration with WorldShare ILL or Tipasa</a>, temporary item records are created to represent borrowed items. ILL hold requests will have a system-generated barcode. This value is updated to the barcode you select when you receive the item in WorldShare ILL or Tipasa.</td>
</tr>
<tr>
<td>Call Number</td>
<td>Indicates classification and shelving location</td>
</tr>
</tbody>
</table>
### COLUMN DESCRIPTION

**Branch/Shelf Location**

The selected preferred fulfillment locations for a title. Note: This column does not display by default.

**Pickup Location**

Library branch where the patron can pick up the item when it is available.

**Pickup Institution**

Library

**Queue**

A number indicating the position of this request on the hold queue for the requested item.

- **On Shelf** appears if the item is on hold for the patron and available for pickup.
- **On Route** appears if the item is in transit.

**Notes**

Contains text entered by a patron when placing a hold from WorldCat Discovery.

Staff can optionally add or edit a note on any hold request to provide additional details about the patron's request before and/or after the hold has been fulfilled.

Hold notes are visible to patrons when logged into WorldCat Discovery>My Account.

**Status**

Current status of the request (Available, Not Ready, etc.)

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### View holds queue for an item

The item record includes a Holds section that lists, in priority order, patrons who have placed hold requests for the item.

<table>
<thead>
<tr>
<th>COLUMN</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patron Name</td>
<td>First and last name of the patron requesting the item</td>
</tr>
<tr>
<td>Patron Barcode</td>
<td>Barcode of the patron requesting the item</td>
</tr>
<tr>
<td>Position</td>
<td>Number indicating the position on the hold queue</td>
</tr>
<tr>
<td>Hold Date</td>
<td>Date the hold request was submitted</td>
</tr>
<tr>
<td>COLUMN</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>--------</td>
<td>-------------</td>
</tr>
<tr>
<td>Status</td>
<td>Current status of the request (In Queue, On Hold, etc.)</td>
</tr>
<tr>
<td>Type</td>
<td>Indicates the hold request type (Title Level or Item Level)</td>
</tr>
</tbody>
</table>