Regular SeTLS use - FAQs

How do I change the loan period for my items?

Loan length (and renewal length) are set via Member Types.

How do I delete an item?

By editing the item and moving its location - details here.

I only see Self-nominate on the Calendar. How do I nominate someone else for a shift?

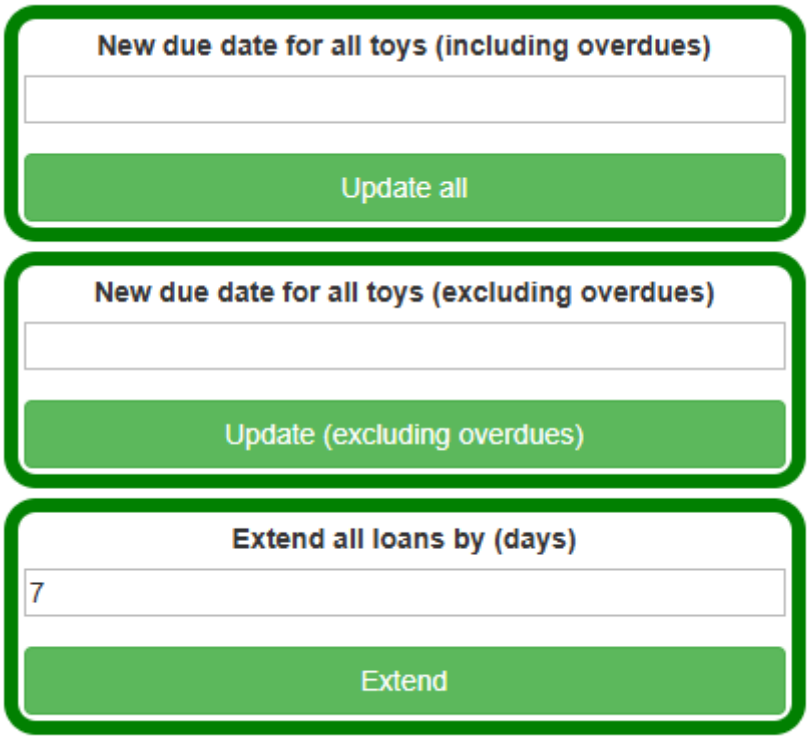
By clicking on the bold text on the Calendar for the day you want to nominate - details here.

How do I delete a member?

Members are never deleted, they are locked. See how to Lock a membership here.

Is there a way to extend all loans by X weeks for over a break, like Christmas?

Yes! Go Everyday>Current Loans then scroll to the bottom for this box:



I need a new transaction type.

These can be created by going Toy Library>Transaction types. Simply scroll to the end of the page and click on Add Transaction type.

Revision #4
Created 22 January 2025 02:52:07 by Mel R
Updated 18 June 2025 01:36:37 by Mel R