

## The Magic X

Have you heard of the magic X? Let me show you some of its tricks in Alexandria.

Let's say you have to step away from your computer—it's only for a moment, but the picture of the current patron and what they checked out is showing on the screen, and that just won't do. Type an X in the Command Line and press enter. Behold! It's cleared.

X-enter will clear the Current Item and Current Patron panes, and the current mode.

Now for a different scenario. You've printed Darion a list of all the items he has out, and he points to one and says 'But I returned that already.' Go to Renewals to see all his items. You want to see the cover art and call number of the book he's talking about, but if you simply type in the barcode, Alexandria will perform the action for whatever mode you are in.

So in the Command Line, type an X, and follow it with the barcode, like this:  
**x11543**

That will bring the item up without initiating any commands, then you can go see if this book is on the shelf.

This works for patrons as well. Let's say you are assigning new homerooms

*PH\_b Brennan*

... and Michelle walks up and asks for a list of all her checkouts. Do you have to exit your mode? Not at all! Type X and her barcode

*x1026*

and this will bring her up without changing her homeroom. Then you can print her Details for her, and get back to what you were doing.

It helps to know these magic commands!