

Finding Returned Pad Locks

The following article will guide you how to find the ID of the Padlocks in Oliver.

When you are handed a padlock without any identification on it, the main identifier we use is the lock's serial number.

The serial number is the middle row of numbers on the back of the lock:



This lock's serial, for example, is 57184697. Don't worry about the other numbers/letters.

In Oliver, returning the padlock will bring up who the lock was borrowed out to in Oliver, as well as the combination.

Open the Circulation Desk in Oliver, and make sure Returns is selected.

Return - Brigidine College Indooroopilly Library - Oliver - Google Chrome

oliver.brigidine.qld.edu.au/oliver/circulation/circulationDesk/dialog.do?_open=1

CIRCULATION DESK

→

Finish Open Browse

?

LIMITS
Total / On Loan / Remaining

Loan Return Reserve Booking Charge Loan History Transaction Log

TITLE	BARCODE	CLASSIFICATION	BORROWER	DATE LOANED	DATE DUE
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Type **PL<serial number>** into bar at top and hit enter.

Return - Brigidine College Indooroopilly Library - Oliver - Google Chrome

oliver.brigidine.qld.edu.au/oliver/circulation/circulationDesk/dialog.do?_open=1

CIRCULATION DESK

→ PL57184697

Combination Dial PadLock PL57184697 IT Department PadLock Collection 213137 On Loan

Finish Open Browse

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LIMITS
Total / On Loan / Remaining

Loan Return Reserve Booking Charge Loan History Transaction Log

TITLE	BARCODE	CLASSIFICATION	BORROWER	DATE LOANED	DATE DUE
Combination Dial PadLock	PL50164109	102014			

The lock will show up in the list beneath the Returns button:

Return - Brigidine College Indooroopilly Library - Oliver - Google Chrome

oliver.brigidine.qld.edu.au/oliver/circulation/circulationDesk/dialog.do?_open=1

CIRCULATION DESK

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Finish Open Browse

?

LIMITS
Total / On Loan / Remaining

Loan Return Reserve Booking Charge Loan History Transaction Log

TITLE	BARCODE	CLASSIFICATION	BORROWER	DATE LOANED	DATE DUE	DATE RETURNED
Combination Dial PadLock	PL57184697	213137		03/05/2023	Permanent	03/05/2023
Combination Dial PadLock	PL50164109	102014				

The serial number is under the Barcode heading, and the combination is under the Classification heading.

Loan **Return** **Reserve** **Booking** **Charge** **Loan History** **Transaction Log**

TITLE	BARCODE	CLASSIFICATION
Combination Dial PadLock	PL57184697	213137
Combination Dial PadLock	PL50164109	102014

You can also see who the lock was borrowed out to under the Borrower heading.