

# Track your resources and get peace of mind.

Follett Destiny Resource Manager lets you track all your district's valuable resources in one place. Our onsite (6-hour) and virtual (3-hour) courses provide you with opportunities to learn how to:

- Create and organize resource templates
- · Book resources for future dates
- Transfer and share resources between sites
- Catalog and circulate resources by patron, teacher, class, department, or location



## Managing Your Resources and Defining Templates

Discover the best way to organize your resources. Decide what information to record for each resource, and consider who is responsible for them.

Resource Manager gives you flexibility to organize your valuable assets by creating templates to properly track and account for them. In this course, you'll also learn how to:

- Discover the tasks you need to perform throughout the year
- Set distribution policies for the district

## **Destiny Security Setup**

Protect your district's sensitive data, and ensure users can only access the Destiny features they need. In this course, you'll also learn how to:

- Understand the Destiny user structure.
- Create user accounts.
- Assign access levels with permissions, allowing each person to do their job.

### Destiny Resource Manager Essentials

Resource Manager helps you track your assets from purchase date to retirement, which includes cataloging, circulating, and setting up resource policies. In this course, you'll also learn how to:

- Navigate Destiny Resource Manager
- Configure Resource Manager for your school
- Find help and training resources

#### Resource Import Converter

Resource Manager has a downloadable Resource Import Converter you can use at the district level to easily import an XML file of resource data into Destiny. In this course, you'll also learn how to:

- Define source fields in the Resource Import Converter
- Map key fields to a resource type in the Resource Import Converter
- Identify the steps to import the XML file into Resource Manager

### Transition from Textbook Manager to Resource Manager

Resource Manager has enhanced functionality, such as flexible loan periods, automatic distribution of eTextbooks to students, and the ability to globally update data. In this course, you'll also learn how to:

- Move resources out of the textbooks branch of the tree
- Set up resource groups and policies
- Run resource reports

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# Build your own Destiny Resource Manager training

In addition to the standard courses, a Follett Destiny trainer can help you choose from a variety of Destiny Resource Manager training topics to meet your needs. Select from the following categories to build your 2- or 3-hour live webinar OR 6-hour onsite workshop at your district:

Catalog	Site Administration	District Level (Requires District User
15 mins	Site Administration  15 mins	and/or Destiny Administrator access)  30 mins  Scheduling Patron Import and Automated Patron Management  Moving Templates and Resource Records  Setting Up Service Teams and Managing Help Tickets  Digital Signature Agreements  Manage Fees  60 mins
30 mins  Tranferring Resources Follett Remote and the Destiny Back Office App  45 mins Circulation Basics 60 mins Managing Resource Fines and Fees  Reports 30 mins	More Topics  30 mins  Using Email with Destiny  New Feature Review  Consulting or Q & A  60 mins  Advance Booking  Warehouse  Consulting or Q & A	<ul> <li>□ Transition from Site to District Managed Access Levels</li> <li>□ District Level Catalog Management</li> <li>□ District Level Inventory</li> <li>□ Managing Settings and Policies from the District Level</li> <li>120 mins</li> <li>□ Destiny Security Checkup</li> </ul>
Essential Reports		

## **Recorded Training Subscriptions**

Enriched Reports (hosted US

Report Builder: Custom Reports

customers only)

60 mins

## **Destiny Deep Dive**

Get the most out of the Destiny platform with exclusive recorded training sessions. With more than nine hours of insightful content, these specialized trainings empower educators to maximize the impact of resources throughout your district.



To sign up, visit Destiny Express or contact your sales rep today!

## **Self-Paced Training Options**

## **Follett Community**

Did you know we offer a variety of selfservice Destiny training resources on a wide variety of topics?



### **MyTrailhead Guided Learning**

MyTrailhead offers a unique way to learn about Follett products and services. Our guided learning options let you earn badges and points as you become more familiar with tasks like setting up resource policies and circulating materials, (including managing and booking resources). MyTrailhead is organized into bite-sized units, modules, and trails. Access it from Follett Community.

### **In-Product Help Centers**

Access just-in-time help on hundreds of topics, right from the product!