# **DELETING DAMAGED & OBSOLETE TEXTBOOKS FROM DESTINY**



Destiny Resource Manager allows users with full access to delete barcodes associated to damaged and/or obsolete textbooks from Destiny.

## In this tutorial you will learn how to:

• Delete damaged and/or obsolete textbooks from Destiny.

#### **Requirements:**

- PC or MAC
- A web browser such as:
  - Google Chrome
  - Mozilla Firefox
  - Safari
- Full access to Destiny Resource Manager
- An Internet connection
- An LAUSD Single-Sign-On (SSO)

# LOGGING IN TO DESTINY

- 1. Open a web browser
- 2. In the address bar, type the following URL: <u>http://lausd.follettdestiny.com</u>
- 3. There are two ways to find your school:
  - a. In the **Search for Site Name** field, type in the name or location code of your school. Press the **Enter** key on the keyboard or click on the **Go** button, OR
  - b. Click on the blue bar associated with your school group (e.g. Middle School) then find and click on your school's link. You will be taken to your site's home page. Click on Log In, located on the top right side of the window.

	🗎 lausd.follettdestiny.com 🔷 🔿	₫ Ø +
Welcome to Los Angele	es Unified School District	District Users 🔁 Log In
Search for Site Name		
Early Education Centers +	]	
Primary Centers +		
Elementary Schools +		
Middle Schools +		
High Schools +		
District Warehouses +	<b>←</b> (3b)	
Span Schools +		
Special Schools +		
District Facilities +		
Occupational/Physical Therapy + Program		
Music Warehouses +		
Independent Charters +	J	

Select the LAUSD Faculty/Staff SSO to login. Enter your full LAUSD email (e.g.

jane.doe@lausd.net) and password to log in.

Individuals granted access to Destiny for a specific site(s) or District level access and assigned a specific User Name and Password, use the Destiny account log in on the right.

37th Street EEC (9593) Catalog		Э Log in
Login		
Log in using your account with		Log in using your Destiny account
LAUSD Faculty/Staff SSO	OR	Password:
LAUSD Student SSO		Log In
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## **DELETING BARCODES**

- Select the Catalog tab.
  Select the Update Resources option.
  Select the Individual Delete sub-tab.
- 4. Scan the barcode of the damaged and or obsolete book(s) into the **Delete Resource** field.

	Gage Middle So	chool (8151)	R	esource View $\sim$	OG	➔ Log Out	() Help	🕁 Shop	Q∂ Community
List All Sites	Dashboard	Catalog	Circulation	Reports Ad	min	F700			
	Update Resource	IS	7						
Resource Search	3		(1)						
Add Resource								How do	ə I 🥐
Resource Lists		Individual Delet	te Batch Delete	Global Delete	Indivi	dual Update	Batch Update	Global U	Jpdate
Import Resources	Delete Resou	urce		io					
Export Resources		1							
Transfer Resources			$\mathbf{X}$						
Resource Orders			4						
Update Resources									
Update Software		2							
Digital Signature Agreements									
		©2002-2024 <u>F</u> e	ollett School Solution	IS, LLC 21_0_0_AU	1 3/27/	2024 2:22 PM F	PDT		3

Once scanned, the deleted items will be displayed below the Most Recently Deleted as shown here.

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List All Sites	Dashboard	Catalog	Circulation	n Reports	Admin	F1				
	Update Resources									
Resource Search									How d	o I 🕐
Add Resource		Indivi	dual Delete	Batch Delete	Global Delete	Individ	lual Update	Batch Update	Global	Update
Resource Lists	Delete Resour	ce		Go						
Export Resources	- Most Recently Deleted Americas History: For the AP Course (Item: T4000000102405)									
Transfer Resources		•								-
Resource Orders										
Update Resources										