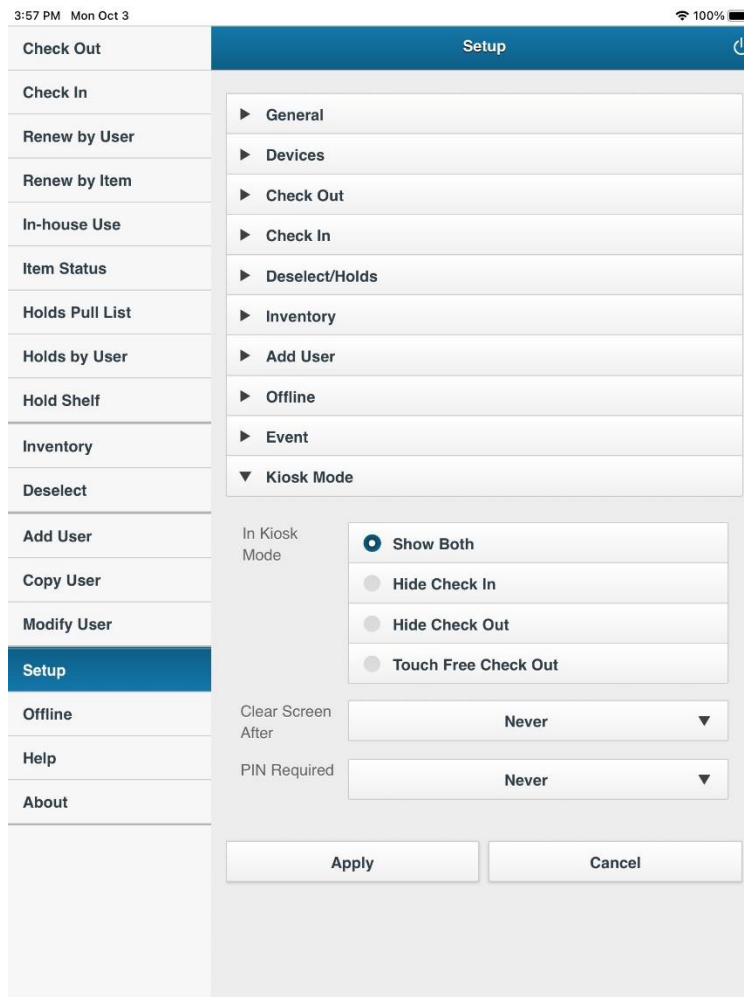**Kiosk Mode in Mobile Staff Cheat Sheet**
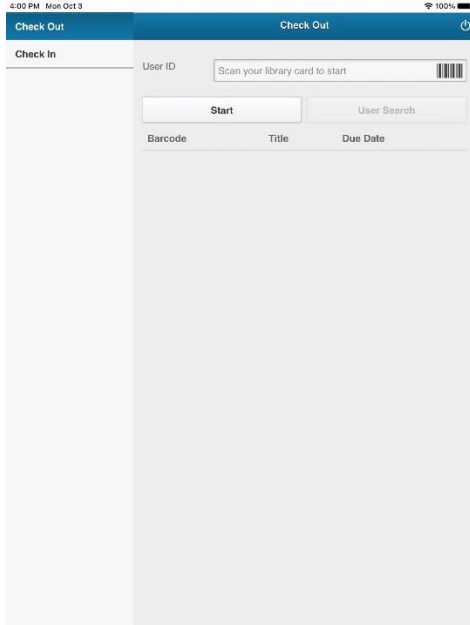
Last updated September 23, 2024

Kiosk Mode is a way of using the Sirsi Dynix Mobile Staff app with limited features. In Kiosk Mode, users have access to Checkout and Discharge ONLY. They cannot search for materials, look up user accounts, place holds, or anything else. This can allow libraries to use their device to provide self-service checkouts and returns. In the settings, there is an option to limit to either Checkouts only or Returns only, as well as to set up times to clear the screen after a certain period of inactivity.
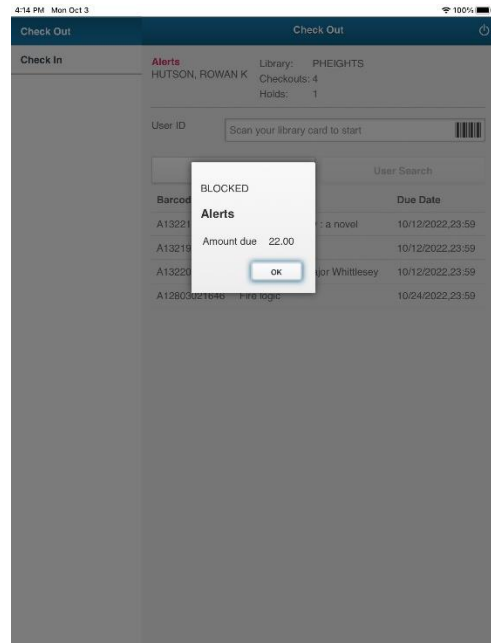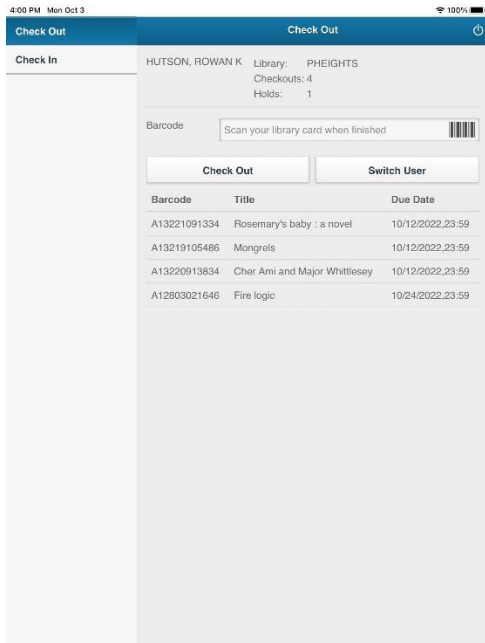

To use Kiosk Mode on your device, RSA would set up a separate Kiosk User for your library. Once logged in as your library's Kiosk User, you will only have access to the Kiosk mode functions.
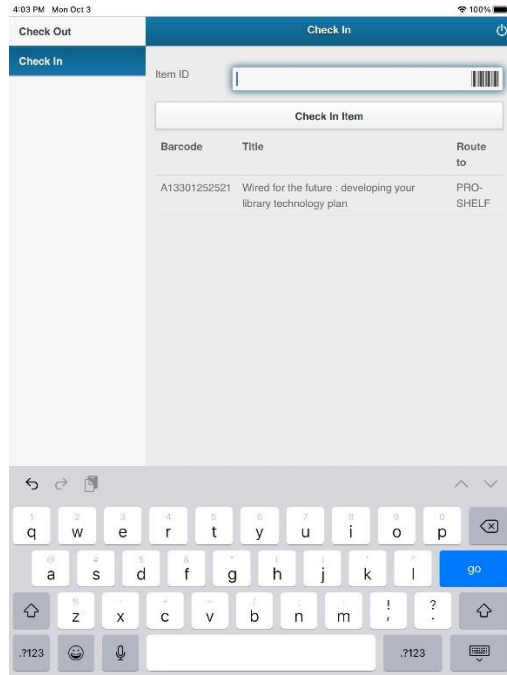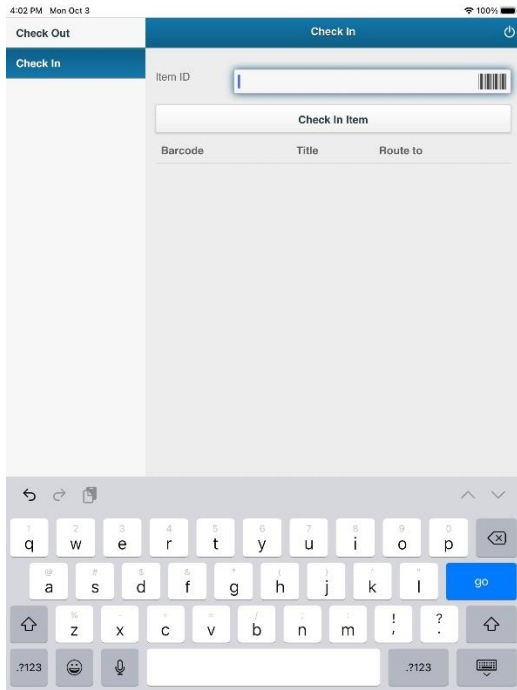
On the Checkout screen, simply scan a library card, or enter a card number. If your device has a camera, you can use that, or you could connect a compatible barcode scanner to your device. You can also use the onscreen keyboard to enter an item ID. This will pull up the user's account and display their current checkouts, as well as any alerts. The information it provides is minimal, though. In the example of a blocked account below, you can see that the user owes $22.00, but it doesn't give any details about that bill or any payment options.

To check out materials, you may either scan or enter the barcode.
To return materials, simply tap on Check In to switch functions, then scan or enter the barcode as before.

If you need to access the rest of Mobile Staff's functions, just tap on the power icon at the top right of the screen.
This will prompt you to either enter a barcode to return to self-service or type STAFF to sign in. This will take you to the log in screen where you can access the full Mobile Staff.