Managing Expired Metered Access Titles

Find and manage expired titles
Questions we’ll cover

1. What is a Metered Access (MA) title?

2. How do I find expired titles?

3. Do I have expired titles with holds?

4. How do I know if I have expired titles in my Advantage collection?

5. I have expired titles and can no longer purchase this version; however, they have holds.
   
   What do I do?
1. What is a Metered Access title?
1. What is a Metered Access title?

Titles borrowed by one user at a time. Expire after a determined period. Metered by checkouts, time, or both.

MA: Earlier of 52 checkouts or 24 months

$40.00
2. How do I find expired titles?
How to find expired titles

1. Open **Title status and usage** report

2. Run two reports:
   - **Metered with 0 licenses remaining**
   - **Metered with no time remaining**

3. Repurchase or weed from collection

You can also find expired MA titles by running an **Advanced search**.
3. Do I have expired titles with holds?
How to find expired titles with holds

1. Open Title status and usage report

2. Run two reports:
   - Metered with 0 licenses remaining
   - Metered with no time remaining

3. View the Active holds column and Sort descending

4. Repurchase or weed from collection

Remember to **manually remove** any holds on weeded titles.
4. How do I know if I have expired titles in my Advantage collection?
4. How do I know if I have expired titles in my Advantage collection?
5. I have expired titles and can no longer purchase this version; however, they have holds. What do I do?
How to move holds on titles that are no longer available for sale

1. Run **Current holds** report
2. Identify titles you’d like to repurchase
3. Search and purchase new version (if able)
4. Ask Product Support Specialist or Support Team to move holds and/or weed titles

*Email your worksheet to your Product Support Specialist or attach to your Support ticket.*
Resources

Watch how-to videos on our Resource Center

View help articles on Marketplace Help

Download the PDF recap on our Resource Center

Contact your Account Team in Marketplace
THANK YOU

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