

CHECKING YOUR RECORD, RENEWING ITEMS AND MONITORING HOLDS

Check your account online to see what items you have checked out, item due dates and the status of your holds.

1. Log in to your account.
2. A list of items you have checked out on your account will be shown with information like the item's title, barcode, due date and call number.
3. **To renew items:** select the items you want to renew by checking the boxes in the "RENEW" column and then click the "Renew Selected" button. If you want to renew everything, click the "Renew All" button. If you cannot renew items, a message will appear on the screen. If you are successful, a new due date will appear in the "STATUS" column. Always check the "STATUS" column for information on the success or failure of your renewal.

Emma S. Clark Memorial Library

Library Home en Espa

You are logged in as CLARK, SIERRA pemsc . Cl

CLARK, SIERRA pemsc
120 MAIN STREET
SETAUKET, NY 11733
631-941-4080
CUR CHKOUT:1
MONEY OWED:\$0.00
EXP DATE:10-31-2018

LOGOUT

NEW FEATURE!
Change Your Contact Information to sign up for text message alerts!

1 request (hold).

KEYWORD [] Emma S. Clark Search

Limit search to available items

Sort by Checkout Date Renew All Renew Selected

RENEW	TITLE	BARCODE	STATUS	CALL NUMBER
<input type="checkbox"/>	The book thief / by Markus Zusak ; illustrations by Trudy White.	062791006068394	DUE 10-26-15	PB RACK ZUSAK

Sort by Checkout Date Renew All Renew Selected

You can also see a list of your current requests (holds).

1. Log in to your account.
2. Click the 1 request (hold). link, from the menu on the left hand side of the screen.
3. A list of all items you have requested will be shown with information like the title, status, pickup location and freeze options.
4. **To cancel holds:** Check off the corresponding box in the "CANCEL" column, then click the "Update Holds" button, press the YES button to confirm and cancel the hold.
5. **To freeze holds:** Check off the corresponding box in the "FREEZE" column, then click "Update Holds" Press the YES button to confirm and freeze the hold.
6. Check the STATUS of your hold. "IN TRANSIT" means it is on its way from another library and "READY FOR PICKUP" means it is waiting for you!

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CANCEL	TITLE	STATUS	PICKUP LOCATION	CANCEL IF NOT FILLED BY	FREEZE
<input type="checkbox"/>	Carry on	Pickup Location No Delivery (EC)	10-29-15	Freeze	

Sort by Request Date Update Holds