## CREATE A USERNAME, ADD AN EMAIL ADDRESS OR REQUEST TEXT MESSAGE ALERTS

You can create a personalized username to use to check your account or place holds. No need to memorize your barcode! From this screen, you can also update your contact information and sign up for text message alerts.

- STEP 1. Log in to your account.
- STEP 2. Click 'Change Your Contact Information.'
- STEP 3. Enter a Username of your choosing. You will be able to use your barcode OR your username to log in to your library account after you click submit.
- STEP 4. Enter an email address if you would like to receive email notifications.
- STEP 5. If you would like to receive text message alerts for things such as an overdue item or a hold ready for pickup, opt in to Text Message Alerts by entering your mobile phone number.
- STEP 6. YOU MUST OPT-IN FOR TEXT MESSAGE ALERTS by clicking the link and checking off the Opt-In box.
- **STEP 7.** Click Submit to save your changes.

