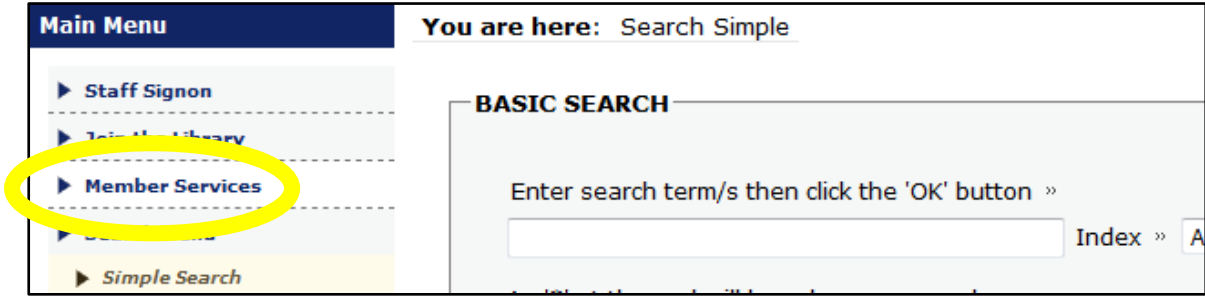


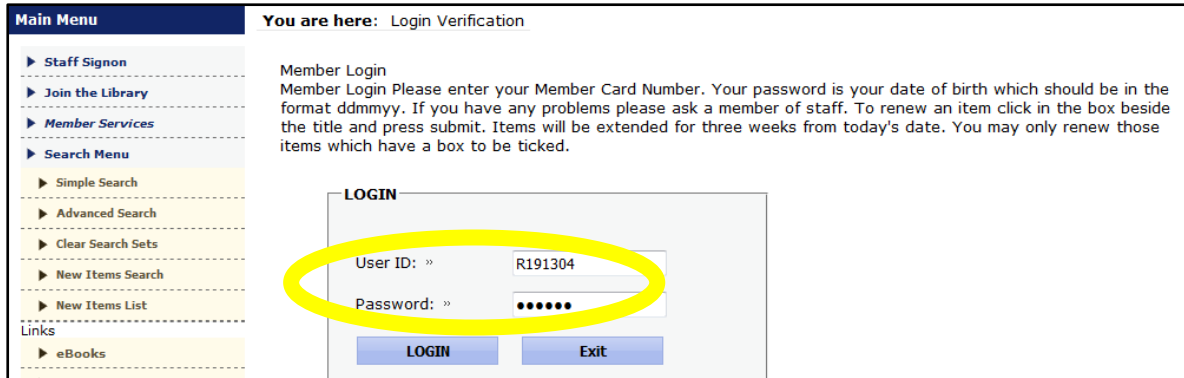


How do I reserve an item?

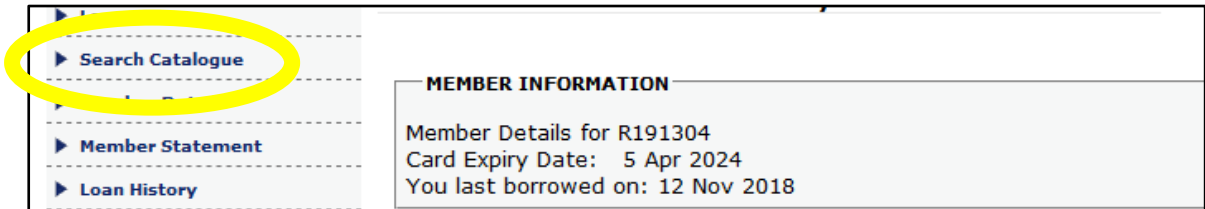
Click on **Member Services**.



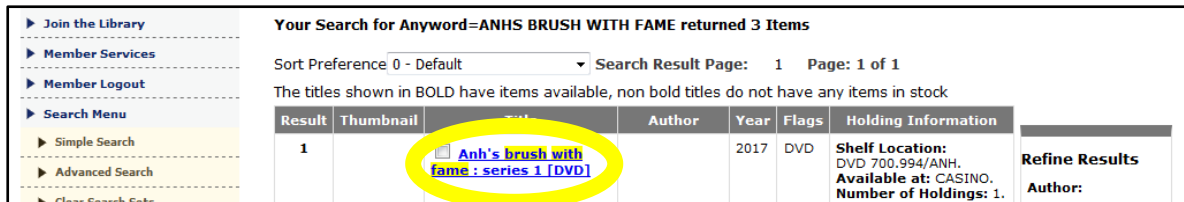
Enter your **library card number** as User ID and your **birthdate** as Password then click Login.



Click on **Search Catalogue**.



Search for the item you would like to reserve. Click on the **Title**.



Click **Reserve Title**.

The screenshot shows a library catalog page for the item "Anh's brush with fame : series 1". On the left is a navigation menu with categories like "Join the Library", "Member Services", "Search Menu", and "Links". The main content area has the title and links for "LibraryThing", "Google Books", and "Amazon Books". Below that is an "Item Information" table with columns for Barcode, Shelf Location, Collection, Volume Ref., Branch, Status, Due Date, and Res. The "Reserve Title" button is circled in yellow. Below the table are buttons for "Submit Reserves", "Beginning of record", and "Top of page".

Barcode	Shelf Location	Collection	Volume Ref.	Branch	Status	Due Date	Res.
10003725	DVD 700.994/ANH	DVD		CASINO	Available		<input type="checkbox"/>

Select the **library location** you would like to collect the item from, then click **Proceed**.

The screenshot shows a reservation request form. The left navigation menu is the same as in the previous screenshot. The form fields include: "Title:" with the value "Anh's brush with fame :"; "A Request for Reservation will be made for Member:" with the value "R191304"; "Your home Branch is:" with the value "CASINO"; "Pickup From Location:" with a dropdown menu showing "CASINO" (circled in yellow); and "Reservation expires by Date:" with a date field showing "10 Feb 2019". There is a "Please Update" link below the date field. A "Reservation Note" field is empty. At the bottom, a "PROCEED" button is circled in yellow.