

# Reserve Items User Guide

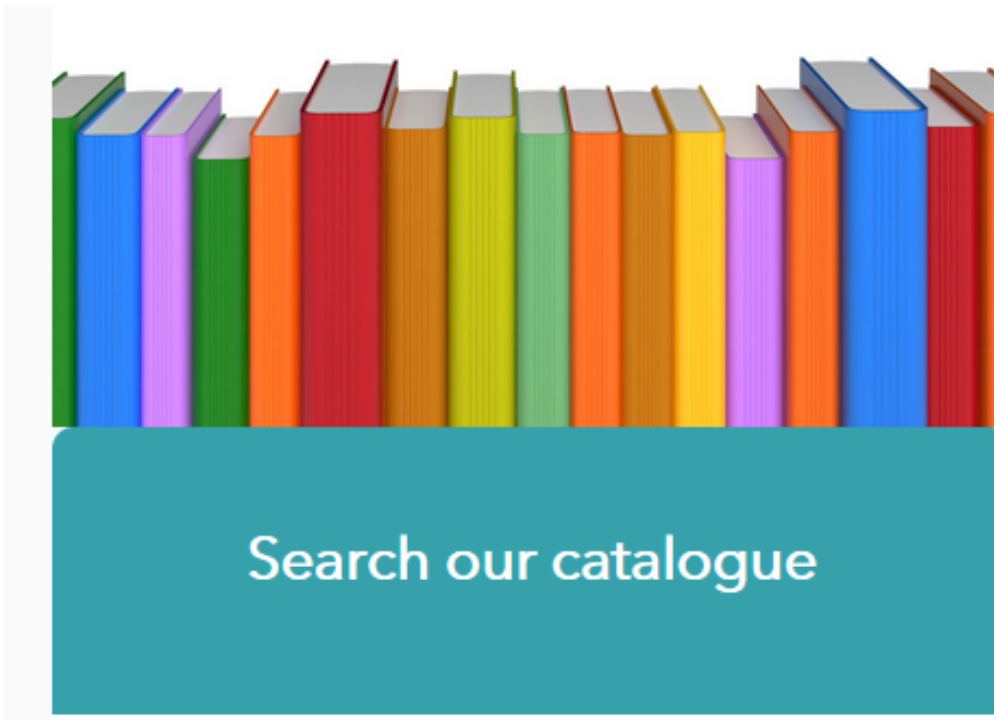
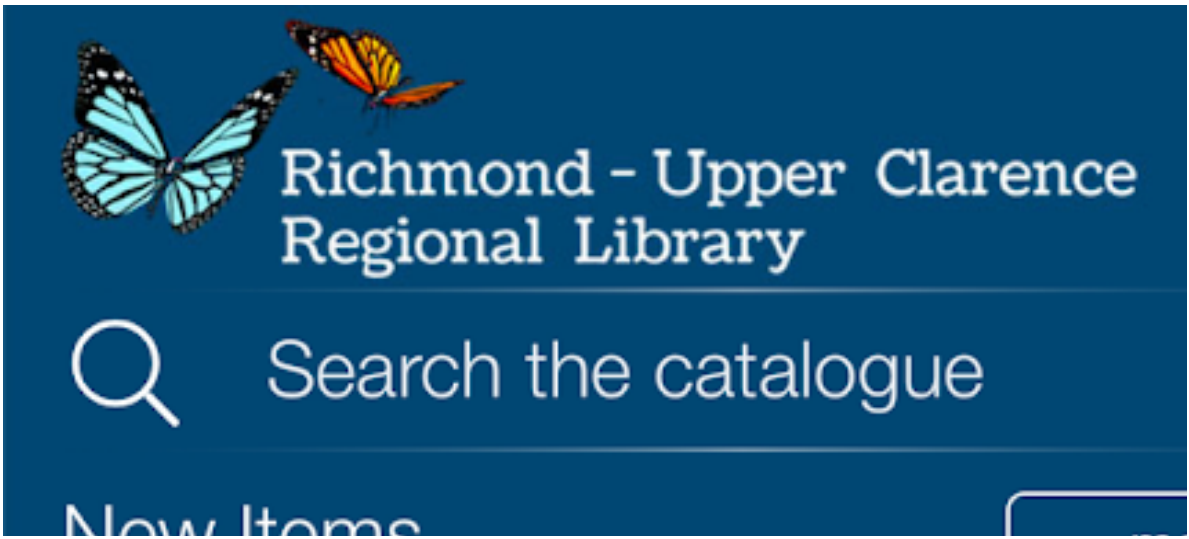


## How do I use Reserve Items?

You can reserve items using the library app or our website.

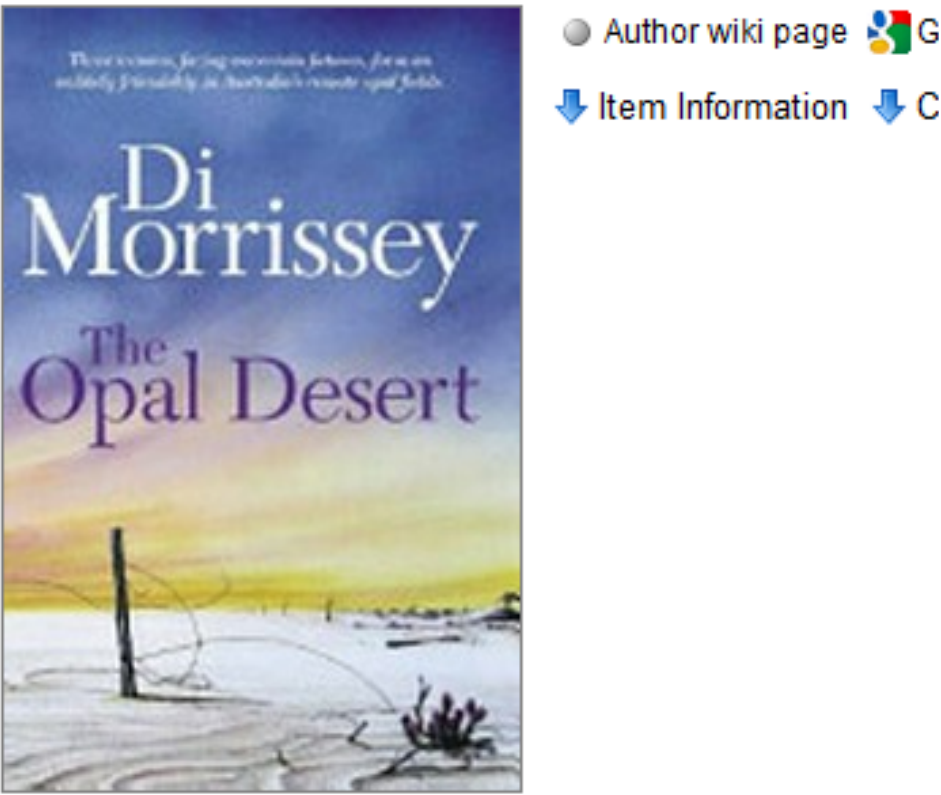


Download the app or go to our website : <https://bit.ly/rucrlcat> and log into "Member Services"



Search in the catalogue for the item you would like to reserve

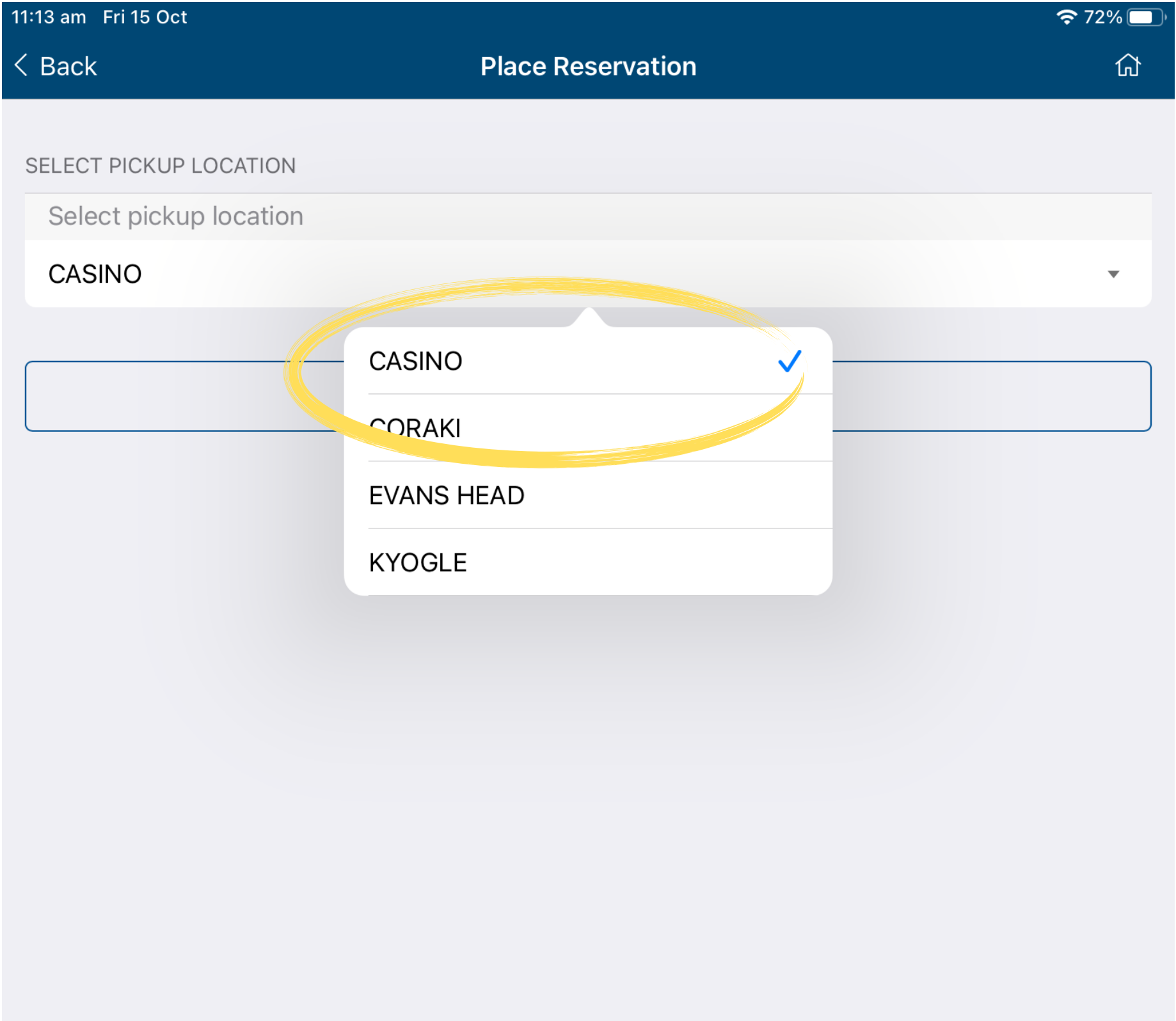
Click on the title, then click "Place Reservation" in the Library App or "Reserve Title" on the website



Item Information		
Barcode	Shelf Location	
101004038	F/MOR	ADULT FIC
10027348	F/MOR	ADULT FIC
Reserve Title		Submit Reserves

On the website: select your preferred pickup location from the drop-down menu and then click "Proceed"

In the Library App: if you have multiple accounts linked, select the specific user from the second drop-down menu and then click "Place Reservation"



## Place Reservation

Title:	opal desert
A Request for Reservation will be made for Member:	R174761
Your home Branch is:	CASINO
Pickup From Location:	CASINO
Notify by	CASINO
Reservation Note	CASINO EVANS HEAD LIBRARY TO YOU - CASINO DELIVERY CORAKI KYOGLE MOBILE LIBRARY

PROCEED