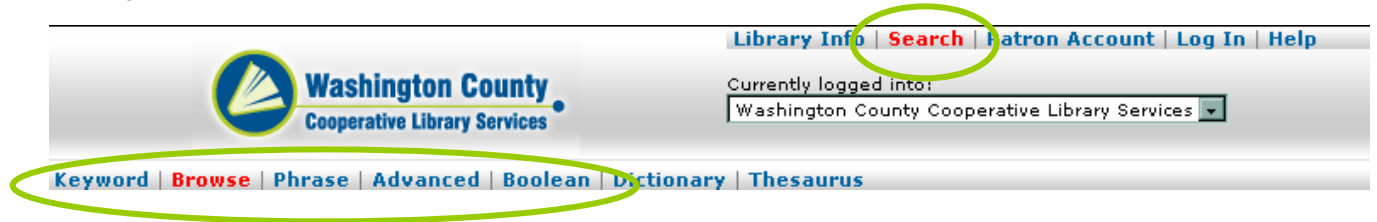


To Search the Library Catalog From Home or School

- From the Internet, log on to the online library catalog at www.wccls.org
- At the main screen, click on 'Search' or choose from the more specific list below the logo:



Note: the "Browse" search will provide Author, Title, Subject and Series searching options. It and the Keyword search - which provides a broader, less precise search - are the two most often used.

- Enter your text in the 'search for' box.
- Click on the 'Go' key or press 'Enter.'
- Select from the list of results with a single click on the title of the item you are interested in, or on the Availability link, both shown below:

Book of dinosaurs - The Scientific American book of dinosaurs

Publisher, Date : New York : St. Martin's Press, c2000. - Edition : 1st ed.
ISBN : 0312262264 - Description : vii, 424 p. : ill. (some col.), maps ; 25 cm.

Availability: 2 (of 2) - Current Holds : 0

[Availability](#) | [Add to Title List](#) | [Place Request](#) | [More Info](#)

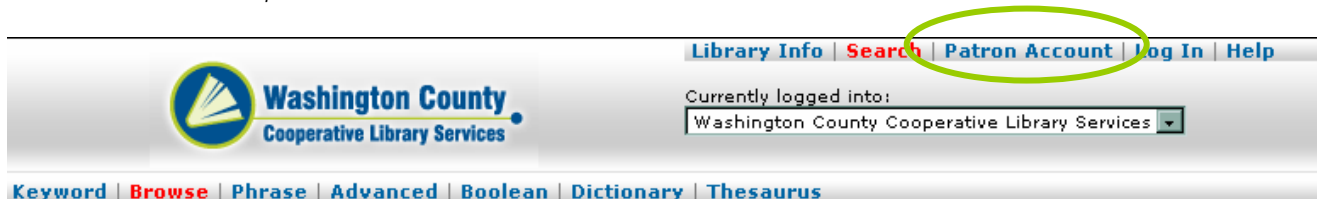
- Beneath the basic book information shown above, you will then see two tabs. The 'Availability' tab's display, shown below, lists which library owns a copy and whether it is checked out or on the shelf.
- Click on the 'Detailed Information' tab to get more information about related subjects, the book's description, and so forth.

Availability		Detailed Information	
Call Number	Status	Type	
Forest Grove City Library			
Adult Non-fiction			
567.9 SCI	In	Books	
Tigard Public Library			
Adult Non-fiction			
567.9 SCI	In	Books	

- Click on the "Back" arrow in your browser's upper tool bar, or click on 'Search Results' at the bottom of the library catalog screen to return to the list of titles from your original search.

TO CHECK YOUR PATRON RECORD

- At the main screen, click on 'Patron Account.'



- Enter your entire library card barcode, with no space between any of the numbers, in the 'Barcode Number' box.
- Enter your password in the 'Password' box. (If you aren't sure of your current password, call the library to have it reset to something you will remember for future use.)
- Click on the 'Log In' button or press the keyboard's 'Enter' key.

Please enter your barcode number and password

Barcode Number:

Password:

Don't forget to log out...

- Basic information will display. Any changes which need to be made to this information may be requested at the library's Circulation Desk.
- Click on the 'Requests,' 'Items out,' 'Fines and Fees' or 'Saved Searches' buttons to see additional information.



- Remember to click on 'Log Out' in the upper right toolbar to close your account. This will return you to the Search screen.

TO RENEW YOUR BOOKS AND OTHER ITEMS ONLINE

- Follow the directions in the section above until you are logged in to your patron account.
- Click on 'Items Out'

- Click in the empty box to the left of the title of each item you want to renew.

✓	i	Call Number	Title	Assigned Branch	Due Date	Renewal
<input type="checkbox"/>		HPL ILL 20071011 MCL	HPL ILL CRASH COURSE IN STORYTELLING	Hillsboro Main Library	8/16/2007	2
<input checked="" type="checkbox"/>		J DVD BRAINY	Music [videorecording (DVD)] : disco...	Beaverton City Library	8/20/2007	2
<input checked="" type="checkbox"/>		747.94 BUTCHER	Country color combinations : decorati...	Hillsboro Main Library	8/25/2007	0
<input checked="" type="checkbox"/>		814.54 EPHRON	I feel bad about my neck : and other ...	Hillsboro Shute Park Branch	8/25/2007	2

- Click on 'Renew selected items' at the bottom of the screen to renew only those titles chosen or click on 'Renew all items' to renew all your items for the same due date.
- Read the information provided on the Confirmation screen.

TO PLACE A HOLD REQUEST FROM HOME OR SCHOOL

- To place a request on the first item available, click on 'Place Request' under the item you want.

Rowan of Rin

Author: Rodda, Emily.
 Publisher, Date: New York : Greenwillow Books, 2001, c1993.
 ISBN: 0060297077 (trade) - Description: 151 p. : 22 cm.

Availability: 12 (of 40)

[Availability](#) | [Add to Title List](#) | **[Place Request](#)** | [Enrich Data](#)

- Enter your password in the 'Password' box. (If you aren't sure of your current password, call the library to have it reset to something you will remember for future use.)
- Click on the down arrow to the right of 'Pickup Library' and click on the name of the library in the dropdown menu where you want to pick up the items you are placing on hold. Click on the name of that library. Then press 'Submit Request.'

Placing a request will log you in to the system. Don't forget to log out.

Barcode Number: 23614002612639
 Password: *****

Pickup Library: Hillsboro Main Library ▼

Activation Date: Garden Home Community Library ▲

Hillsboro Shute Park Branch
Hillsboro Main Library
Oregon College of Art and Craft
Sherwood Public Library

Submit Request
Cancel