

<u>Tech Coach Corner – Online Card Catalog: Logging in to manage reserves and renewals</u> <u>by LTCL Coach, Bryan Smith</u>

Are you missing the library as much as I am? Do you miss the experience of walking through the stacks and browsing the nook to find a really interesting read? Well, while we can't physically do this, we can do it online, and if you've never used the online catalog, then you'll be pleasantly surprised how easy it is to browse library material like books and DVDs. We're going to have a series of columns on this topic, and today we're going to start with a simple search as well as how to LOG IN to make reservations or renew items that you already have checked out.

It all starts by going to the library's website: <u>laketravislibrary.org</u> At the top right of the website, you'll see the following:



You don't even need to type anything in order to start your browsing of resources – just click on the blue Search button and buckle your seatbelt:



You'll notice on this page in the upper right corner is where you can LOG IN.



While you don't have to LOG IN in order to browse, if you do log in, then you'll be ready to reserve that item the moment that you spot it.

Your library card number is what you type into the top box that says, "Card Number". Your password which goes into the second box is either your 10-digit phone number, or a customized password if you changed it. Most patrons just leave the password with their 10-digit phone number, e.g., 5125551212. As you enter your information, you'll see another box pop up saying:

Never had an account? Sign up for an account right now! Forgot your account info?

Email us: librarian@laketravislibrary.org Call us: 512-263-2885 / Text us: 512-643-2802

This is handy in case you forgot your library card number or which telephone you used. And remember, if you get lost or have questions, you can always call 512-263-2885 for help from the library's staff.

In future columns on the online catalog, we will explore the rich search capabilities as well as how to see what is available; vacation holds on your account; what titles are popular; etc.

Tech Coach Assistance

Tech Coaches are now providing remote Tech Coaching. Simply send an email to <u>techcoach@laketravislibrary.org</u> and one of our coaches will respond to assist you with any questions or challenges you may have.