- 1. Hop online and log on to your library account.
- 2. Browse the <u>library's catalog</u> to find the book(s) or media item(s) you would like to check out.
- 3. Place a hold on each of these items. Note your place in the holds queue.
- **4.** When your items are ready for pickup, you will receive a call from the library. Do not attempt to pick up your holds until you have received this call.
- **5.** Once you have received confirmation that your holds are ready, you can come to the library to collect them.
- 6. When you arrive at the library, give us a call at (512) 259-5259 to let us know you're here.
- 7. We'll meet you in the front lobby with your books! Please wait for our staff member to set them on the table before reaching for them.
- 8. Enjoy!