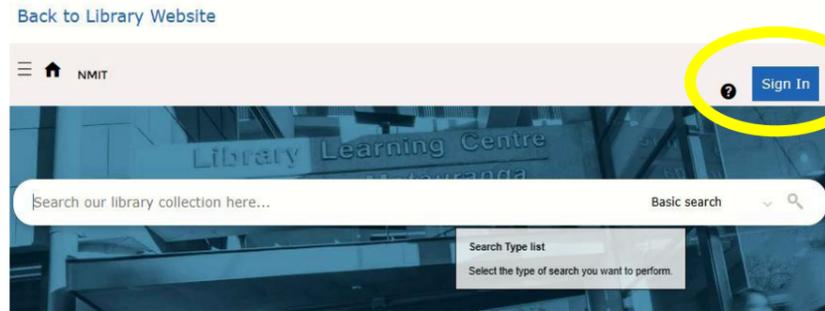


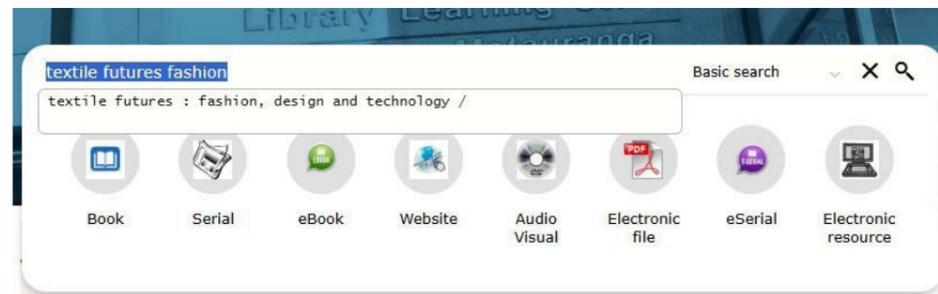
How to Reserve a Library item

Go to the [Library Catalogue/Sign in](#) page then:

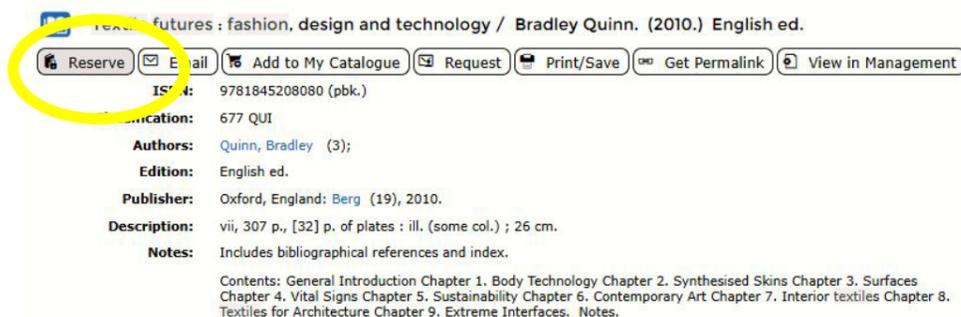
1. Sign in (top right) using your NMIT network username



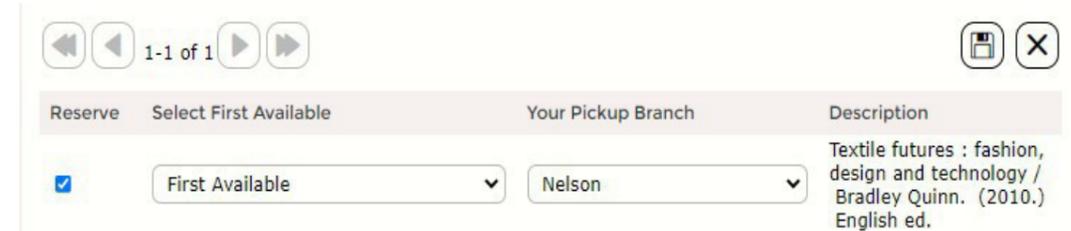
2. Enter your search term and press Enter or the  icon.



3. Click on the title you are after to see more details. To reserve it, click the **Reserve** icon.



4. On the reserve page, select **First available**, make your **Pickup Branch** your local branch, then click on the **Save** icon.



5. You can now see your position in the queue, and an item's due date if it is currently out on loan.



6. Finally, remember to **Sign Out** – top right

