



## HOW TO RENEW LIBRARY MATERIALS

To renew, first **LOG IN**:

Go to library catalog: <https://sem.waldo.kohalibrary.com/>

and find the button on upper right of screen, that says “My account, log in.”



You will get a screen like this:

Log in

Log in to place holds and manage your account.

Username

Password

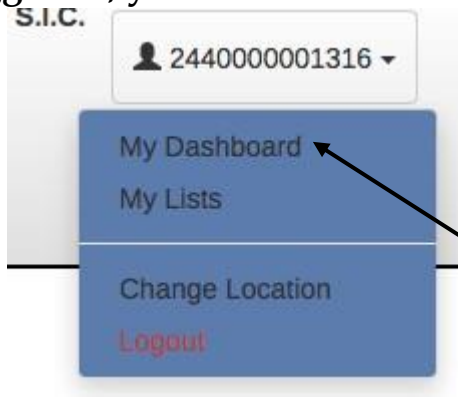
Log in, using your **barcode** number on your card (do not type spaces) as your “username”

And your **last name**, just as it appears, with the **first letter capitalized**

As your “password” (ex: Hayes, not hayes)

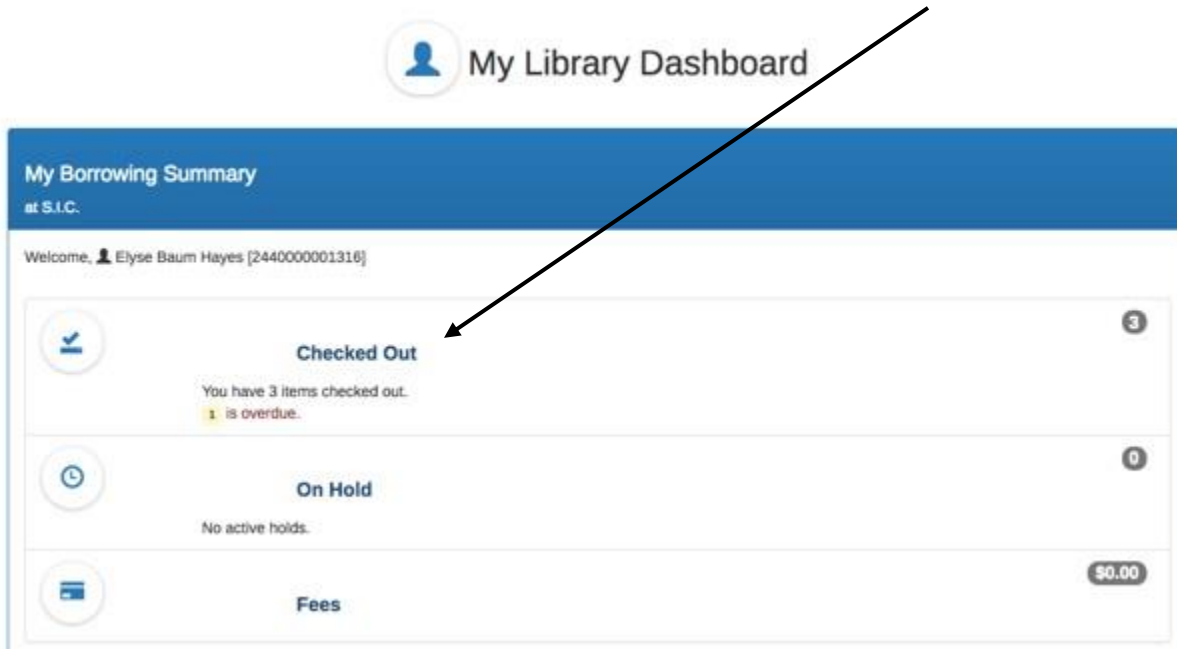
Now click on **Sign in**

Once logged in, you will see these choices:



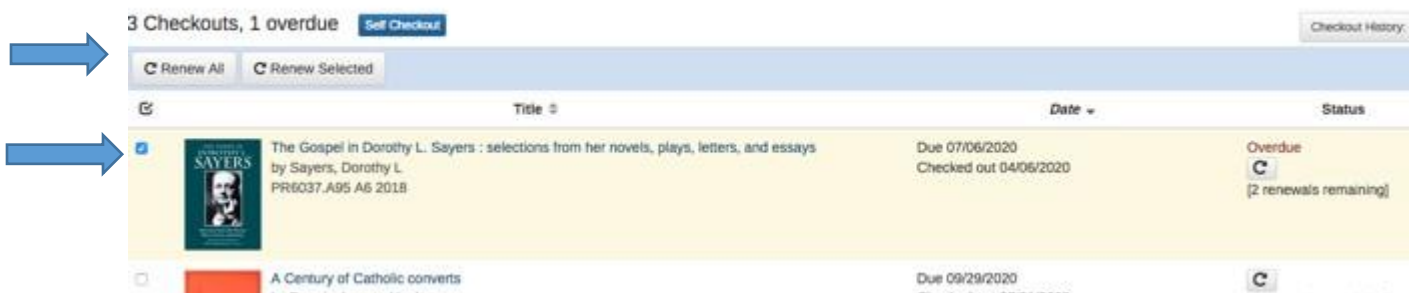
go to "My Dashboard"

Once you see your dashboard, click on the words "Checked Out"



Select the items you need to renew, and then hit appropriate button ("Renew All" or "Renew Selected")

### My Checkouts



**REMEMBER:**

**YOU CAN JUST CALL OR EMAIL US, AND WE WILL RENEW FOR YOU!**