

#### • Check out titles via a web browser:

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- Sign in by entering your HKPL registered account number and password.



Select Format by clicking the drop-down menu on top right.





- Or search a keyword using the search bar. Advance search is also available.





### • Checkout a title:

After clicking the title, click Checkout.





• Return a title:

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- Click the **menu** on top left corner.

香港公共圖書館 HONG KONG PUBLIC LIBRARIES

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- Select Checkouts.





- Click **3 dots** at right bottom of the title checked out.



Are you	ı sure you wa Story 2	nt to ret ?	urn Toy	
	Cancel	Ok		

香港公共圖書館 HONG KONG PUBLIC LIBRARIES	
Renew a title:	
Library > My Stuff	
My Stuff	
Checkouts 8 Holds 0 Wishlist 0	
Checkouts	
Due Jan 19, 2024	
Isten   Isten   Renew   Return     P   9h 36m   Isten   Isten   Isten   Return	

- Click the **3 dots**, and select "renew".



#### • Place a Hold:

- If the title is not available, you may place a hold.
- Select "Place a Hold".



- When the title on hold is available, notification on top right corner will alert you.





- Alternatively, you may go to "Profile Settings" to set up email notifications.





Search for content Q	
Advanced Search	
Profile Ty	pe
Genero	1
Email	
Email notifications will be sent to this email address	
Security Question*	~
Security Answer*	
Hong Kong Public Libraries	
Library Card ID USER	
Checkout Limit 0 out of 8 available	
Hold Limit 8 out of 8 available	
Enable email notifications ()	
Display Checkout History	
Display Insights & Badges	
Set My Shelf as my home page	
View My Interests >	

- Input information in the boxes, and check "Enable email notifications".



Manage holds:



Library > My Stuff



- Select "Suspend Hold" to avoid all titles on hold becoming available at the same time.





Library > My Stuff

# My Stuff



## Holds



- Select "Activate Hold" to resume the hold.
- To cancel holds, click the **3 dots** first, and select "Remove Hold".