

Main Encore Page, Logging In, and Account Management

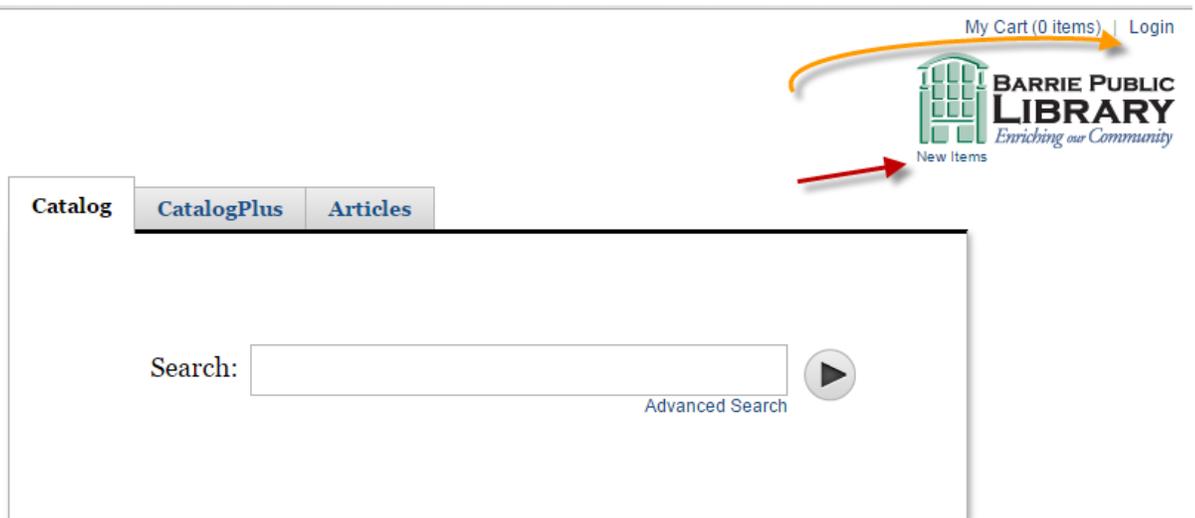
Our main page is screen captured below. You'll see there are now three tabs.

- The Catalog tab gives you the content that you've been used to.
- The Article tab gives you content from our databases that you would previously had to search through the individual databases for
- The CatalogPlus tab gives the combination of the other two tabs.

If you do a search in the system, in the search box, you can find material.

To find recent material, click on the "New Items" just under the logo (red arrow)

To login, go to Login on the top left (orange arrow). You will be prompted to enter your library card and PIN.



Once logged in, if you click on your name (top left again like the Login was) you will see a column on the left just under your name.

Edit account Edit pin

At the top is the ability to change some of the information on your account. Clicking on the Edit Account button will let your view your contact information, and change your email.

The Edit pin will let you change the 4 digit PIN to a new set of numbers.

Checkouts (6)

Holds (7)

Fines/Fees (\$0.00)

Messages

Reading History

My Lists

ILL

Programs

My eBooks (0)

Checkouts will show you the items that you currently have signed out. The number in brackets is the total number of items checked out to you. On this screen, you can Sort by the Due Date (default sort is the date you checked them out), Renew All, or Renew Marked. There are checkboxes beside each item to let you mark the ones to renew.

Holds will show you the items that you have on Hold. Again, the number in brackets is the total number of holds you have placed. On this screen, you can Sort by Hold Requested Date, Cancel All, or

UPDATE LIST. The Update List updates what you have indicated using the checkboxes. On the left side under the column heading Cancel are checkboxes beside each item to Cancel the Hold. On the right side under the column heading Freeze are checkboxes to Freeze each item. Freezing an item stops the Hold from progressing. So if your status is number 6 of 9 for the Hold, and you Freeze it, you will stay at 6 of 9 until you remove the Freeze.

Fines/Fees shows you any charges against your account. This view will give you details on those charges.

Messages will show you any messages the Library has sent to you.

Reading History lets you turn on a record of your Reading History. No record is kept until you turn it on, and it is visible only to you. This Reading History includes all titles you sign out, but you can remove items if you don't want them on the list by marking them and deleting them. If you turn this feature off by clicking on Opt Out, all the previously recorded history will be gone.

MARK	TITLE	AUTHOR	CHECKED OUT	DETAILS
<input type="checkbox"/>	Playing big [sound recording] : find your voice, your mission, your message / Tara Mohr.	Mohr, Tara, 1968-	12-16-2014	Copy 1
<input type="checkbox"/>	If only you people could follow directions : a memoir / Jessica Hendry Nelson. --	Nelson, Jessica Hendry.	12-19-2014	Copy 1

My Lists shows you any lists you have created.

MARK	LIST NAME	DESCRIPTION	DATE UPDATED
<input type="checkbox"/>	Audiobooks (11)	Audiobooks to read later	01-15-2015
<input type="checkbox"/>	Gardens of the world (7)	Gardens I want to visit	01-14-2015
<input type="checkbox"/>	Fiction for later (72)	Fiction books I want to read	01-02-2015
<input type="checkbox"/>	Teen books (9)		12-20-2014
<input type="checkbox"/>	Children's books (4)		12-20-2014
<input type="checkbox"/>	Nonfiction for Later (25)	Nonfiction books I want to read	12-20-2014

ILL will show you any interlibrary loans you have requested, including their status. This is a feature that we haven't implemented yet, but plan to very soon.

Programs will show you any programs you have registered for.

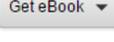
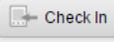
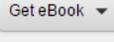
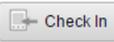
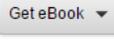
My ebooks will show you any Libraries on the Go (LOTG) ebooks that you have out.

- Checkouts (6)
- Holdings (9)
- Fines/Fees (\$0.00)
- Messages
- Reading History
- My Lists
- ILL
- Programs
- My eBooks (4)**

eBook checkouts (3)

Click here to return the book when you are down with it.

Print

TITLE	DATE	EBOOK PROVIDER	
Women in clothes [electronic resource] / Sheila Heti, Heidi Julavits, Leanne Shapton & 639 others ; associate editor: Mary Mann	Loan expires: 02-17-2015 18 days left		 
The last stand of the New York Institute [electronic resource] / Cassandra Clare, Sarah Rees Brennan, Maureen Johnson	Loan expires: 02-17-2015 18 days left		 
The last cowboy standing [electronic resource] / Barbara Dunlop	Loan expires: 02-18-2015 19 days left		 

Click here to actually read or download the book

Click here to cancel the hold

eBook holds (1)

TITLE	DATE	EBOOK PROVIDER	
Three Jack Reacher novellas [electronic resource] / Lee Child	Hold placed on 01-28-2015 Position 21 of 21 in holds queue Library copies: 1		