

To Create an Account

Next, click on the "Create Account" button in the upper right corner of the screen. (Depending on which browser you are using, you may first have to click on the "Hyrum Library" link in the center of the screen.)

Enter your last name and barcode. You will only need the numbers on the back of your card, do not enter the letter P.

Enter a user name and a password. You will use these to log on. You are not required to enter an e-mail address, however, it is the easiest way to recover a lost password. Press "Save" when finished.

You should now be logged in. To view your checked out items and holds, click on "My Info."

To place a book on hold, you must first locate it in the "Catalog" section. (Be sure to click on the correct button when searching. Hitting Enter will automatically bring up Keyword results.) Once the book is located, click on the "Hold It" button located to the right of the description. This will place the book on hold.

IMPORTANT: There is a limit of 5 holds per account. If the requested book is currently checked in, we will pull it off the shelf daily before noon. If a hold is placed after this time, the book will be pulled on the next business day unless another Patron checks it out. The book will then be held when it is returned. Books are not pulled on Saturdays.

To log out, click the "Logout" button in the upper right corner of the screen. You will be automatically logged out after 10 minutes of inactivity or if you close your browser.

To log back in, select "Log In" instead of "Create Account" and enter your username and password.