

***Curbside – How to Reserve a Book:**

1. Place a hold on a book through the library catalog: Go to the BLMS online library catalog [here: https://bit.ly/3731NQ2](https://bit.ly/3731NQ2)



2. Click on **“Library Catalog”**:

3. Click **“Log In”** icon (upper right):



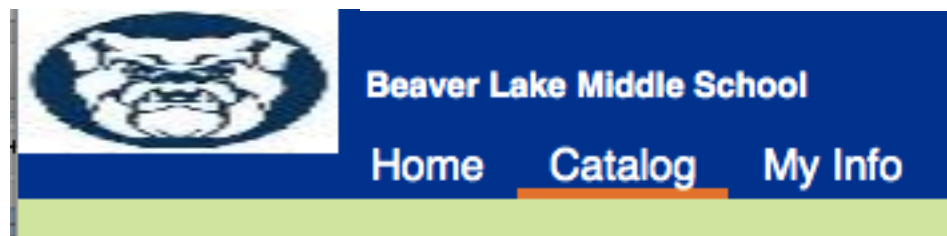
4. **Log in** with your “User Name” & “Password”:

User Name: **ASB#** (without any preceding zeros)

Password: **your last name**

User Name:

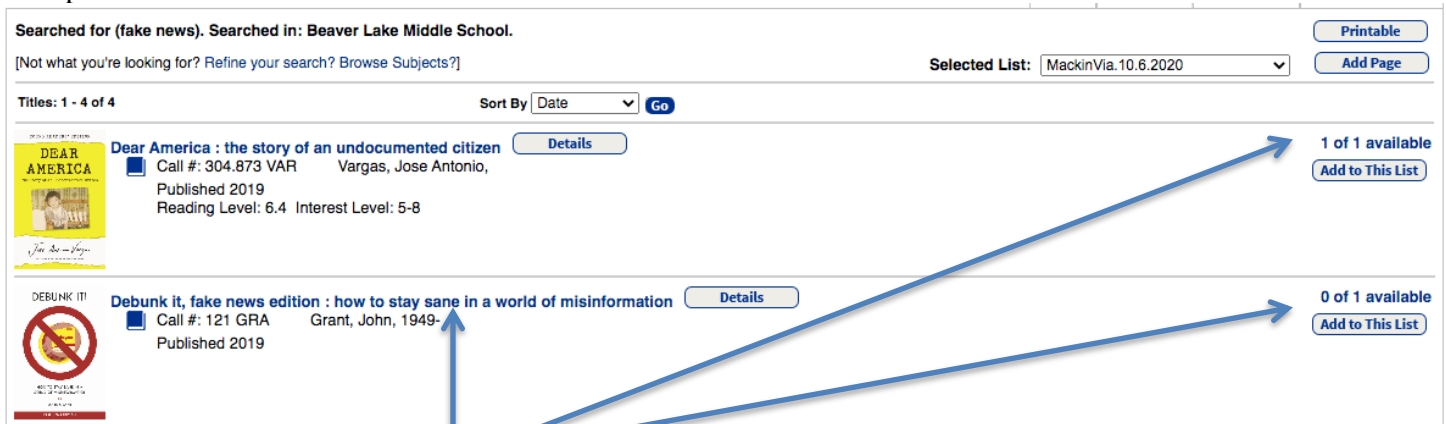
Password:



5. Click on the **“Catalog”** tab:

6. **Search** the catalog for the book you want (by subject, title, author...)

Example: search for “fake news”



7. Check to see if the book is **available**.

8. Click on **book title** to place a hold.



9. Click on **“Hold it”**

10. Holds must be placed by **Monday at 8 AM** for pick up on the following pick up day, Wednesday.

11. You will receive a **confirmation email** by Tuesday at 4pm for books ready to be picked up on Wednesday. This email message will be sent to your “Home email” in Skyward.

Other check-out notes:

- If a book is not available you may still put a hold on it. You will be sent a message when it is ready.

- You can check out 5 books at a time and books are due in 3 weeks

- Want to renew your book? Other questions? Email: <mailto:klinek@issaquah.wednet.edu>

****Curbside – Picking Up Books:**

1. Book pick-ups will be every Wednesday from 7:00 AM – 7:00 PM.
2. Books will be available at the main BLMS entrance.
3. Books may be returned on Wednesdays as well.

SAFETY:

Park in the north parking lot.

Wear a mask at all times.

Maintain social distancing if there is a line.

Questions? email: <mailto:klinek@issaquah.wednet.edu>