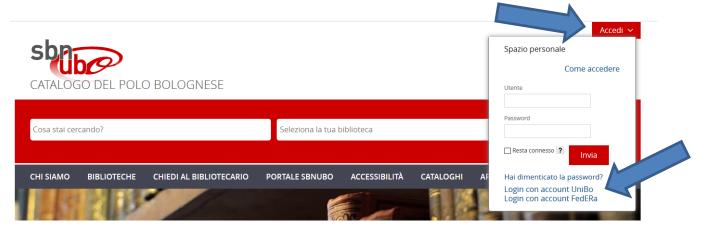
# Request, reserve and renew books using the online catalogue



# How to login

Click on "Accedi" and then select "Login con account UniBo"





Enter your UniBo email address and password



If you do not have a UniBo account, but you are a Ravenna Campus library user send an email to <a href="mailto:campusravenna.biblio@unibo.it">campusravenna.biblio@unibo.it</a>

# Your library account

Open the drop-down menu next to your name and click on "Prestiti"

#### View your library account to:

- see a list of books checked out to you, and their due dates
- renew books
- view or cancel reservation



# Request/reserve books

#### **Book available**

- You can request it by clicking the "Richiesta di prestito" link displayed next to shelf mark
- In the following window, you have to click on "Login con account UniBo" and enter your username and password
- You will have 2 days to pick it up at the circulation desk.

## B. Centrale Campus di Ravenna - Palazzo Corradini

Documento disponibile Richiesta di prestito

Documento ammesso al prestito

Inventario BIB 12145 Collocazione BIBLIO 690.24 PENR Note 1 V.

## Book already on loan to another borrower

- You can reserve it by clicking the "Prenotazione documento" link displayed next to shelf mark.
- In the following window, you have to click on "Login con account UniBo" and enter your username and password.
- You will receive an email when the requested item is available for you. You will have 2 days to pick it up.

## B. Centrale Campus di Ravenna - Palazzo Corradini

Nessuna copia del titolo disponibile per il prestito Prenotazione documento

Documento in prestito. Rientro previsto 10/07/2020

Inventario BIB 10413 Collocazione BIBLIO 027.1 COLS

### **Renew books**

- Login to your library account.
- Select the book you wish to renew.
- Books may be renewed up to 1 time within 3 days of the due date.

Your book will not be renewed if:

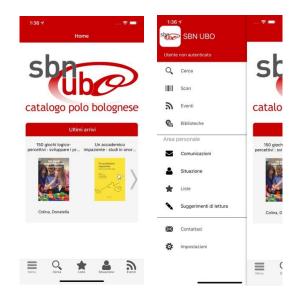
- it is reserved by another user
- it is overdue
- it has exceeded number of renewals allowed
- it is an inter-library loan



Using the app you can:

- have easy access to your library account
- search the catalogue
- see what you have on loan
- renew items
- place and manage reservations

You can also scan the barcode of any book and search the catalogue to see if you can borrow it.



Download from the App store on iTunes or the Play Store for Android.