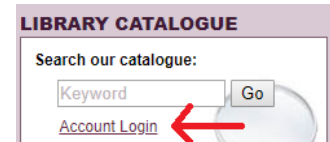


How to login to your library account & renew items

How to Login to Your Library Account

Go to our website: www.kitimatlibrary.ca

1. Click on “**Account login**” located in the lower right of the screen.



2. Enter your “**Username**” or “**library card barcode**” (no spaces ex. 22665000123456).

3. Your password is the last 4 digits of your phone number unless you’ve changed it.

4. Click “**Log in**”.

A screenshot of the 'Log in to Your Account' form. It asks for 'Library Card Number or Username' and 'Pin Number or Password'. The first field contains '22665000123456' and the second contains '....'. Below the first field is a note: 'If you are using your library barcode number please include all digits and no spaces.' Below the second field is a note: 'If this is your first time logging in use the PIN number provided by your library, or contact your library for assistance with PIN. [Forget your password?](#)'. At the bottom, there is a checkbox for 'Stay logged in?' and a 'Log in' button. Red arrows point to the input fields and the 'Log in' button.

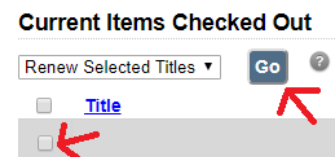
How to Renew Items Checked Out

1. Click on the “**Items Checked Out**” tab.

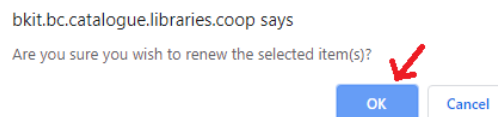


2. Click on the checkbox next to the items you would like to renew (Please note that items that show 0 renewals or have a reserve on them cannot be renewed).

3. Click on the “**Go**” button, located above your checked out items.

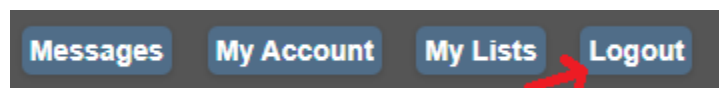


4. Click “**Ok**” on the window that pops up.



5. Review your items due dates in the list at the bottom of the screen.

6. Always remember to logout of your account when your done by clicking the “**Logout**” button in the upper right corner of the screen.



Any questions? Please ask a staff member.