



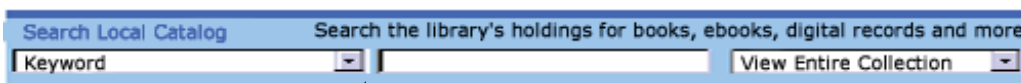
# USING ALISCAT THE ONLINE CATALOG....

## Finding Materials in the Library

The online catalog can be accessed in the library or from our homepage at [www.rvclibrary.org](http://www.rvclibrary.org) under "Online Catalog" on the right side of homepage.

*Here are some tips to get you started...*

- This is the basic search area:




By clicking on the **left** drop down box, you can choose how you want to search (keyword, author, title, subject).

The **middle** box is for typing your search terms.

The **right** hand box is to limit your search by location.

Use the drop down box and select Rockville Centre.

Then click 

Each of the titles in the resulting list is a link. Select one of them and click on it.

- After selecting a title:

Author: Mills, Mark, 1963-  
Title: Amagansett / Mark Mills.  
Publication Info.: New York : Putnam's Sons, c2004.

Location	Call No.	Status	ALERT
ROCKVILLE CENTRE ADULT FIC	<a href="#">FIC Mills</a>	ON HOLDSHELF	---
ROCKVILLE CENTRE ADULT FIC	<a href="#">FIC Mills</a>	DUE 09-08-08	---

When you select a title you will be directed to a list that shows more information — the title's **call #** and its **status**.

If you wish to put a item on hold, select the red **Request** button at the top of the screen. This will bring you to **My Account**.

- Remember, we're always here to help you.



# USING ALISCAT MY ACCOUNT....

## Checking My Account Online

Your account can be accessed in the library or from our homepage at [www.rvclibrary.org](http://www.rvclibrary.org) under "My Account" on the right side of homepage.

*Here are some tips to get you started...*

- **Setting up your PIN for the first time:**

Enter your name and barcode (with no spaces). Leave the PIN field blank. Then click the **Submit** button. You will then be prompted to enter your PIN twice.

- **Logging into "My Account":**

You will see the following screen whenever you log into your account:



Once you enter your name, barcode and PIN, a link will show you the number of **Items currently checked out**. It will also indicate any fines. Click on it to view the titles, due dates, call numbers and to renew your items. You can add your email address in the **Modify Personal Info** button.



- **When you are finished:**

Logout of your account by clicking on the Logout button.

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**Library Hours:** Monday, Wednesday, Thursday: 9am–9 pm, Tuesday: 10 am-9 pm, Friday: 9am-6pm, Saturday: 9am–5 pm, Sunday: 1pm-5pm from September - June.