

## Online Item Renewal:

1. Click "Borrowing Record" on the Catalogue page

The screenshot shows the top navigation bar of the SLS WebOPAC system. It contains four buttons: "Advanced Search", "Borrowing Record", "Top 10 Books Report", and "中文". The "Borrowing Record" button is circled in red. Below the navigation bar is a "Search By" section with a list of search criteria: Title Exact, Title Keyword, Title Stroke, Subject/Discipline, Subject/Discipline & Reading Level, Call Number, Author Exact, Author Keyword, Author Stroke, Author Keyword & Title Keyword, and ISBN/ISSN. At the bottom of the page, there is contact information for HKFYG Lee Shau Kee College and an "About SLS WebOPAC" button.

2. Type in your Patron Barcode (i.e. your HLC Student No./ Staff No.) and your Pin. Your Patron Barcode and pin are the same when you log in the first time. You are highly advised to change the Pin.

The screenshot shows the "Hold Item" login form. It has two input fields: "Patron Barcode" with the placeholder text "Yr. Student No." and "Pin" with a masked input field. To the right of the input fields are three buttons: "OK", "Reset", and "Cancel". The "OK" button is circled in red. Above the form, there are two buttons: "New Search" and "中文".

3. Select the item that you would like to renew and click "Renew". If you would like to renew all items, you can click "Renew All".

OK

### Your Borrowing Record

**Chow Mei Wa, Daisy 周美華**

Patron ID :   
Email Address :   
Current Checked Out : 1   
Total Checked Out : 54   
Fine Owed : 0.00

Change Password

#### Items Checked Out (Total: 1)

	Title	Call Number	Barcode	Due Date
1. <input checked="" type="checkbox"/>	永不鬆脫的螺絲：小公司成為世界第一的祕密.	494 4440	C05919	20130509

Renew

Renew All

4. Item(s) is/are renewed. Please check the due date and return/renew the item by the due date. If you encounter any problems, feel free to contact us.

#### Items Checked Out (Total: 1)

	Title	Call Number	Barcode	Due Date
1. <input type="checkbox"/>	永不鬆脫的螺絲：小公司成為世界第一的祕密.	494 4440	C05919	20130519

Item renewed

Renew

Renew All