New Online Library Catalog Coming!

During the week of **April 16**, the McHenry Public Library and the other 23 libraries in our consortium will transition to a new online catalog/patron account system.

You'll see a new look as you search for library materials, and will be introduced to new features as we work to improve your library experience.

Libraries in Consortium

What to Expect During the Transition

- The system will go down starting **at 9 p.m. Friday, April 13**, and the new system should be up and running on **Tuesday, April 17**.

- You can still check out items during the downtime, but you'll need your valid library card with you -- staff won't be able to look you up in the system. Our self-checkout kiosks will be down and we won't be issuing new library cards.

- During the downtime, you (and library staff) will not have access to your account to renew items, place holds or pay fines.

- Items due during the downtime may be returned, but will not be checked in until after the new system is live on April 17, so they'll remain on your card, but you will not incur late fees.

- The catalog may not be up to date during the down time, so feel free to call us about item availability. You can also use your library card at nearby libraries outside our consortium – River East Library, Johnsburg Public Library and Woodstock Public Library.

How You Can Prepare Before April 13

Unfortunately, neither your reading lists nor your checkout history will transfer to the new system, but we've made it possible for you to save both before the system goes down at 9 p.m. on Friday, April 13 (this only applies if you have created lists and checked the "Record my checkout history" box in your account preferences).

How to Save Your Reading Lists – Must be Done by April 13

1. Log in to your library account and click on My Lists.
2. Select a list on the left-hand side, then use the check box next to the "Select an Action" drop down to select all items in the list. Click on the blue "Select an Action" arrow, then choose either email or print.

How to Save Your Checkout History – Must be Done by April 13

1. To export your checkout history, **use this link** to log in to your account.
2. Enter your library card number, your password and email address to have your history emailed to you as a spreadsheet. *Note: your current holds or current checked out items will not be included in your checkout history.*

Note: If you have selected "Record my checkout history" in our current system, that setting *will* transfer to the new system -- you will not need to opt in again. If you never opted in for this feature, you can do so in the new system in your account preferences. You'll be able to create new lists in the new system as well.

Starting April 17 – Features of the New Catalog/Patron Account System

- A better, faster browsing experience. The new catalog is optimized for smart phones and tablets, making it great for on-the-go browsing. If you have our catalog bookmarked in your browser, be sure to update the web address.

- You can create an easy-to-remember user name to log in to the new system.

- You can choose your notification method – text (new!), email or phone.

- Your items will automatically renew 3 days before your due date, up to 2 times, if there are no holds on them. (This excludes non-renewable items.) If you have an email address in our system, you'll receive an email that notifies you of your new due date or if you need to return the item.

- You can place holds for pick up at any of the 24 partner libraries in the **consortium**, not just your home library.

- Your library account password will be the same in the new system, except it must be entered in ALL CAPS. For example, if your password is currently lovebooks1, it will be LOVEBOOKS1 in the new catalog.

- Keep track of what you want to read and watch with the My Lists feature, or opt-in to save your checkout history to revisit old favorites.

- When you have overdue items, you can get an estimate on how much you owe with the fine estimator.

- Change the catalog to another language to make searching easier for non-English users.

New Self-Checkouts/Automated Returns

Another project we're working on to improve service is a new item identification system that will make checking out and returning items easier.

Our new self-check stations will allow you to pay fines with a credit/debit card and check out items easier!

A new state-of-the-art return system at our drive-up window will allow items to be taken off your account instantly – just load them one at a time! Watch for this in the spring, too.

Need help or have questions?

Stop by, call us at 815-385-0036, or visit our website – www.mchenrylibrary.org. We also have brochures available in the library and on our website on how to use the new catalog system.