Instructions for using the New Library Catalog

To Log in to your account for the CPC Regional Library Catalog, point your browser to:

http://cpclib.worldcat.org

In the upper right corner are two links to sign in; one signs you in to your local account, the other to services with WorldCat. Select the sign in beside "Your Library Account."

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World Cat is the world's largest library	catalog, helping you find library materials online.			

You may receive a security warning, click "Continue" or "OK".

A "Managed-User Login" page will appear, enter your user name (your library card number) and your password (your last name in ALL CAPS).

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Domestic and	d international trademarks and/or :	© 2010 OCLC service marks of OCLC Online Computer Library Center, Inc. and its affiliates	

You may receive another security warning, click "Continue" or "OK".

You will now be signed in to your account. To check your information, click "Your Library Account" in the upper right of the screen.

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You: WorldCat:	Deutsch English Español Francais Nederlands 中文 Slan In Register My WorldCat My Lists My Watchlist My Reviews My Tome About Helip Get E-mail Updates Feedback Search WorldCat B Convright © 2001–2010 OCL C.All rights reserved. Privacy Policy Terms and Condi	

World Cat is the world's largest library catalog, helping you find library materials online.

Items you currently have checked out; the ability to renew items; items you have on hold; and any outstanding fines are displayed in the center of the screen. Just click on the different tabs to see what is checked out, on hold, or charges pending.

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To renew, just click the renew button beside the item you want renewed. If books are on hold, or have been renewed already, you may not be able to renew the item.

 $[\]label{eq:worldCat} \text{WorldCat} \text{ is the world's largest library catalog, helping you find library materials online.}$

To place a hold on an item, return to the catalog's main page at http://cpclib.worldcat.org and search for the book you want in the search box in the center of the screen:



Once you have found the book you want to place on hold, click "Place Hold".

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Another page appears with your information and a dropdown box that says "Main Library". Click the "Main Library" button to select which library you would like to pick up your hold.

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F	equest a hold for this item	
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If you need to make changes as to when you can pick up the book, for example you may be going out of town for a week, click on "Set Hold Schedule" and make changes there. Then click "Submit".

Craven-Pamlico-Carteret Regional Library	
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Request a hold for this item	
Gone with the wind by Margaret Mitchell Book Language: English New York : Macmillan, 1936.	
I want to pick up at this location: New Bern - Set hold schedule (optional)	
Set hold to start on: mm/dd/yyyy Set hold to end on: mm/dd/yyyy I will not pick it up between:	
mm/dd/yyyy and mm/dd/yyyy	
Submit Cancel	

To make changes to a hold or to remove an item on hold, log in to your account (instructions above), view "My Library Account" and click on the "Holds" tab. Then click "Edit" to edit information, or "Remove" to remove the hold.

Craven-Pamlico-Carteret	Regional Library	account		
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Thank you for your patience as we learn the new system together.

November 2010.