Reserving a book

You can reserve a book using a catalogue PC.

In the search box type the title of the book you want to borrow and press 'Submit'.

Click the title of the book.

If the book is on loan to a student, a red tick and 'Reserve' will appear at the top of the screen.

Click on 'Reserve' to reserve the book.

At the log in screen, type in your University of Bradford number and your 4 Digit library PIN.

Then click 'Login'.

Select the Library you wish to pick up your reservation from and click on the 'Submit' button.

You will then see a 'reservation successful' message.

When you have finished, click 'Log Out'.

You will receive an email when the book is ready for collection.

Please take note of the library location and the classmark of the book.

The Self Service room is located next to the health studies collection entrance.

Your book will be waiting for you on the shelves.

Find the book by the classmark. Refer back to your email if you need to.

Check that the yellow or blue paper shows your University of Bradford number.

Then use the Self Service machine to issue the book.

For more information visit our website www.brad.ac.uk/library