

Indiana State University
ONLINE RENEWAL of
LIBRARY MATERIALS

You can renew library materials online unless the item has gone past the due date. Access the Library Homepage, (<http://library.indstate.edu>)

Move cursor to **Services** located in the gray bar and click on **Circulation**.

Choose **Check your library account and renew books**.

Enter your library barcode (2301...) located on the front of your student ID or your 991. Hit the Tab Key and enter your PIN. If you do not have a PIN, follow the instructions on the screen.

Click the box next to each item you wish to renew. (Note: 3 time renewal limit, and then they are to be taken to the checkout desk for continued renewal).

When finished click the **Renew All** or **Renew Selected** at the top or bottom of your list.

You should see your due dates change immediately. (Note: not all library materials can be renewed online. You will see a message: Not Renewed)

When finished, click Logout at the top far right of the screen.

If you have any questions, call the Circulation Desk at 237-2541.