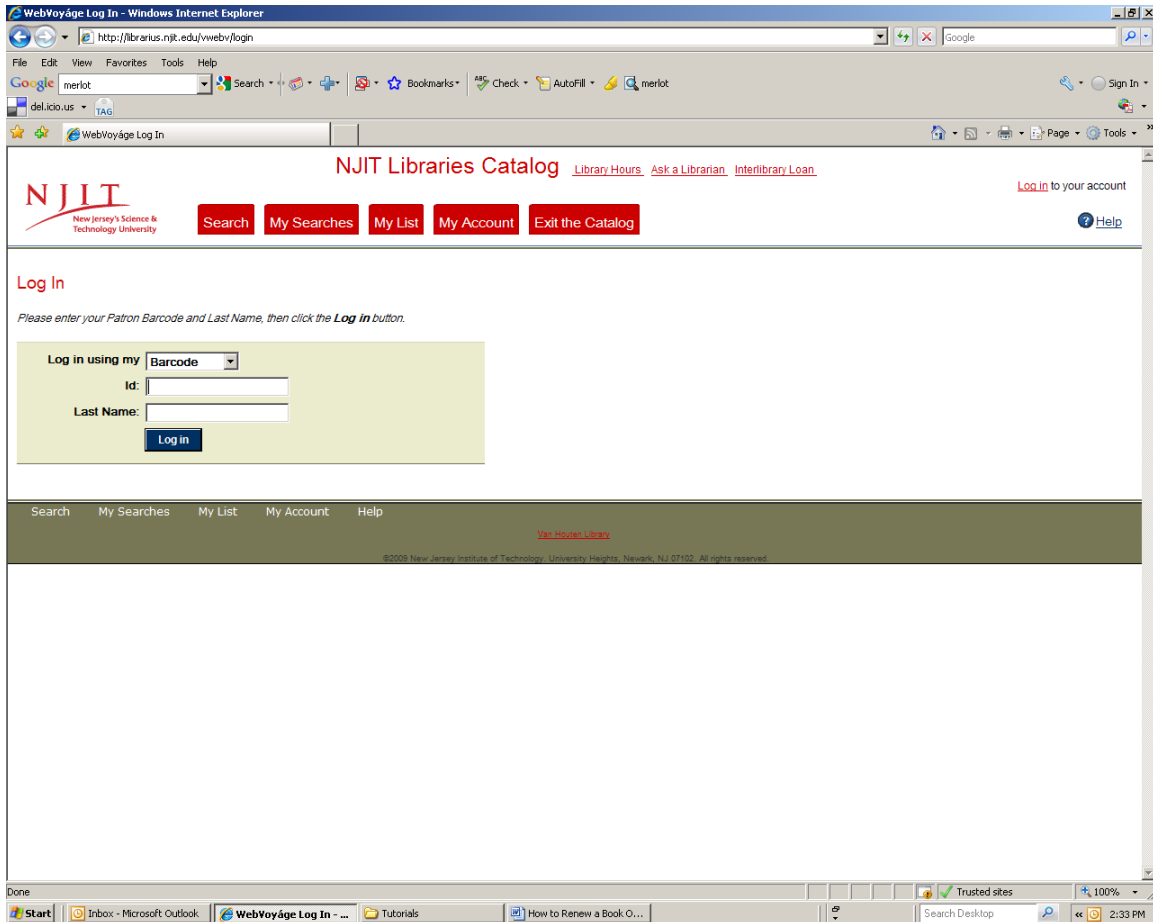


# How to Renew a Book Online

**\*\*Please note: To renew books that are already overdue, you'll need to call the library, or talk to a member of the library staff.**

1. You can access your library account from any computer using our [online catalog](#). Click the MY ACCT tab, and enter your personal information as indicated below.



2. This will bring up a list of materials that are currently charged to your account.

The screenshot shows the NJIT library website's 'My Account' page. At the top, there is a navigation bar with links for 'Search', 'My Searches', 'My List', 'My Account', and 'Exit the Catalog'. Below this is a search bar with a 'Go' button and a 'Search History' link. The main content area is titled 'My Account' and includes a section for 'Review and update your library transactions' with buttons for 'View Personal Information' and 'Edit Preferences'. To the right, there is a 'Your Items' section with a link for 'Charged Items (1)'. The 'Charged Items' section features a table with the following data:

Item	Item Type	Status	Due Date
<input type="checkbox"/> I hate the 21st century reader : the awful, the annoying, and the absurd--from ethnic cleansing to Frankenscience / edited by Clint Willis and Nate Hardcastle.	ArchLib circulating material	Charged	12-17-2009

Below the table, there are 'Request Renewal' buttons and 'Select All' checkboxes for the items. The bottom of the page contains a footer with '©2009 New Jersey Institute of Technology, University Heights, Newark, NJ 07102. All rights reserved.' and a taskbar at the very bottom showing various open applications and the system clock.

3. Simply check the boxes of the materials you would like to renew, and click REQUEST RENEWAL at the bottom left.

**If you have any problems, please contact a member of the [library staff](#).**