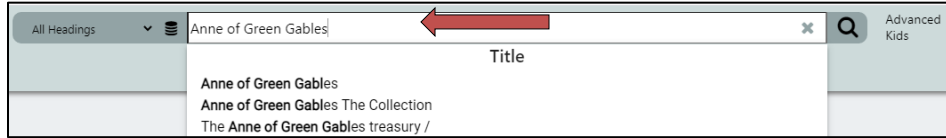


Hartford Library patrons can access and reserve materials from their home computers or on your phones. Just follow these steps:

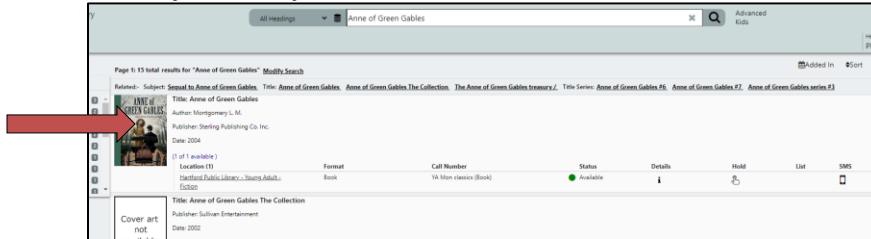
1. Go to the Hartford Public Library website: <http://www.hartfordpl.michlibrary.org>.
2. Click on Library Catalog.



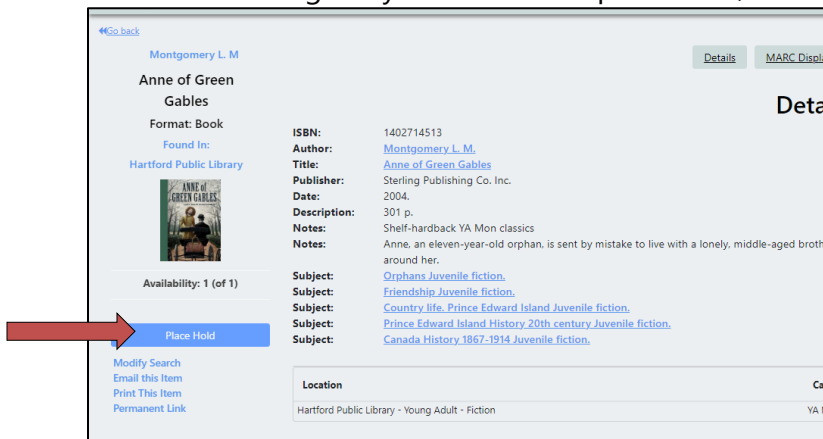
3. At the top you can search the catalog by author, title or all headings.



4. When you find your book, audio or DVD, click on item.

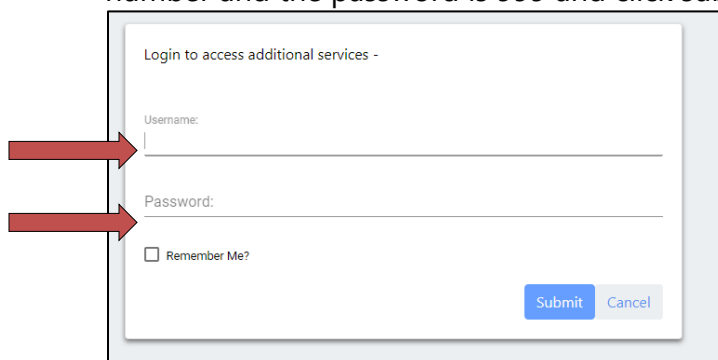


5. The next screen gives you a choice to place hold, modify search, email item or etc.



6. If you wish to place a hold, click on place hold.

7. The next screen will ask for user name and password. The user name is your library card number and the password is 999 and click submit.



8. Your requested item will now be on hold. You can specify date in the boxes below and extra notes or leave blank. then click on place hold and your hold will be confirmed.

If you have questions, call the library at (269)588-5103 and we can walk you through the directions.