

How to Use Your Library Account From the Library Home Page

From the Library home page...

[My Account](#)

Click on My Account

From the Library catalog opening search screen (or any other screen)...



Click on My Account

From the My Account screen...

[My Account](#)

[Review My Account](#) [User PIN Change](#)

[Renew My Materials](#) [Change My Address](#)

Select any of the options and you will be presented with a login screen...

From the login screen...

Type your ID for information.

user ID (No P):

PIN, final 4 of tel. no.:

[Display User Information](#)

[Reset Query Values](#)

3. Click Display User Information

1. Type in your Library Card number (leaving off the letter "p")
...for example: 020012345678

2. Type in your PIN number.
For many library users, this may be the last 4 numbers of your phone number.

If you have any problems making this work, you can call the Chavez Central Library Circulation staff. They can assist you if there is any difficulty with your library card number or PIN number. They can be reached at: 937-8416