

Checking out FollettShelf eBooks



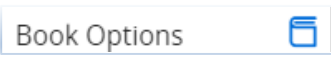
Reading online is great, but as soon as you close the book it goes back onto the digital shelf where anyone can come along and take it. If you check out the book, no one else can use it until it is checked back in.

Remember: To checkout eBooks you will need to login with your personal Surrey Schools account username and password.


For password help, please talk to your school Teacher Librarian.

1. Search your school's Destiny catalogue/Destiny Discover for a book.

2. Checkout the book:


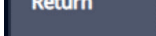
- In the classic catalogue click the  button. Once the browser reader opens, click the top right menu  and select . Click "Checkout Book".

OR

- In Destiny Discover, find the book you wish to checkout. In the Destiny Discover search results tap on the book to open the book information display, then click .

Tip: to see the books you have checked out in Destiny Discover, open the **My Stuff** menu at the top of the page and click "**Checkouts**" from the options.

3. You can also return a book early:

In your **Checkouts** click the  icon for the desired book, then click the  button.

Loan policies:

You can checkout up to **3** titles at a time.

Each book will automatically be returned to the digital shelf after **14 days**.

Don't forget to  **when you are finished.**

lrs@surreyschools.ca
(604) 495-9400