## Renew your Library loans

Did you know there are many ways you can renew your own Library loans? You can renew:

## 1. From the Library Catalogue



- Go to the Library website (<a href="https://library.nmit.ac.nz">https://library.nmit.ac.nz</a>).
- Click on the **My Library** tile to go to the <u>Library Catalogue</u>.
- Sign in to your NMIT account using the blue **Sign In** button (top right).
- Click on the menu at top left and select MY LIBRARY.
- Click on **Loans** to see what you have issued to you on your Library account.
- To the right of each loan, if you see a **Renew** arrow icon, click to renew your loan (from today's date).

## 2. With the Library Liberty Link mobile app



Search, reserve, renew and access Library resources from your phone.

IMPORTANT: To set up the app, you will need both your mobile device **and** a second device (so you can view and scan the personalised QR code).

- To install the Liberty Link mobile app, first <u>use a secondary device</u> (laptop, tablet, PC **not** your phone) and go to the Library website (<a href="https://library.nmit.ac.nz">https://library.nmit.ac.nz</a>)
- Click on the My Library tile to go to the Library Catalogue.
- Sign in to your NMIT account using the blue Sign In button if not signed in already.
- Scroll to the bottom of the page to find the **Liberty Link Mobile app** instructions and follow the installation directions to install the app on your mobile device.
- Then you can use the app to renew your loans, search the Library catalogue and reserve or request titles no sign in required.
- 3. From the Library Self Issue machine (at Nelson & Marlborough campuses)

(TIP: save a photo of your card on your phone for scanning)

 At the Self Issue machine, start by either touching the Renew tile and then scanning your Library/Student ID card.
OR

- Scan your Library/Student ID card first and select **Go to Account**.
- Follow the simple on-screen instructions
- Touch Finished when done.
- Choose to have a receipt or not.

If you are having trouble with any of the above, you can also renew your loans by sending an email to <a href="mailto:library@nmit.ac.nz">library@nmit.ac.nz</a>. (See also <a href="mailto:Can I extend my Library loans/renew my books?)