



Mary Livermore Library
The University of North Carolina at Pembroke
PO Box 1510
Pembroke, NC 28372-1510
Reference: 910.521.6656
Circulation: 910.521.6516
Fax: 910.521.6547
www.uncp.edu/library/

Renewing Books and Videos

To renew books and videos:

1. Go to the Library's home page at www.uncp.edu/library/
2. Click **Your Library Record**
3. When the new window opens, click **View Your Library Record**
4. You will then see a login screen (UNCP should use the login on the right side of the screen). Put your first or last name (not both) in the first box. Enter your University ID (your Banner number) in the second box, and enter your PIN in the third box. Click the **Submit** button.
5. You will see your personal information screen. A list of items that you have checked out will be displayed along with the date due, and the number of times that you have already renewed each item (see image below).

Sort by Due Date Renew All Renew Marked

20 ITEMS CHECKED OUT					
RENEW	TITLE	Ratings	BARCODE	STATUS	CALL NUMBER
<input type="checkbox"/>	Best practices for credit-bearing information literacy courses / edited by Christopher V. Hollister	☆☆☆☆☆	335110353814.	DUE 05-30-12 <i>Renewed 2 times</i>	ZA3075 .B48 2010
<input type="checkbox"/>	Active learning : creating excitement in the classroom / by Charles C. Bonwell and James A. Eison	☆☆☆☆☆	335110067272	DUE 05-30-12 <i>Renewed 2 times</i>	LB1027.23 .B66 1991
<input type="checkbox"/>	Working in the archives : practical research methods for rhetoric and composition / Alexis E. Ramsey	☆☆☆☆☆	3351103459674	DUE 05-30-12 <i>Renewed 2 times</i>	PE1405.U6 W67 2010

6. You can select individual items (by clicking the check-box next to each item) and then click the **Renew Marked** button, or you can just click the **Renew All** button (see image above).
7. The new due dates will be displayed. NOTE: If you have problems renewing items, please contact the Reference Desk at **910.521.6656** or at refdesk@uncp.edu.

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