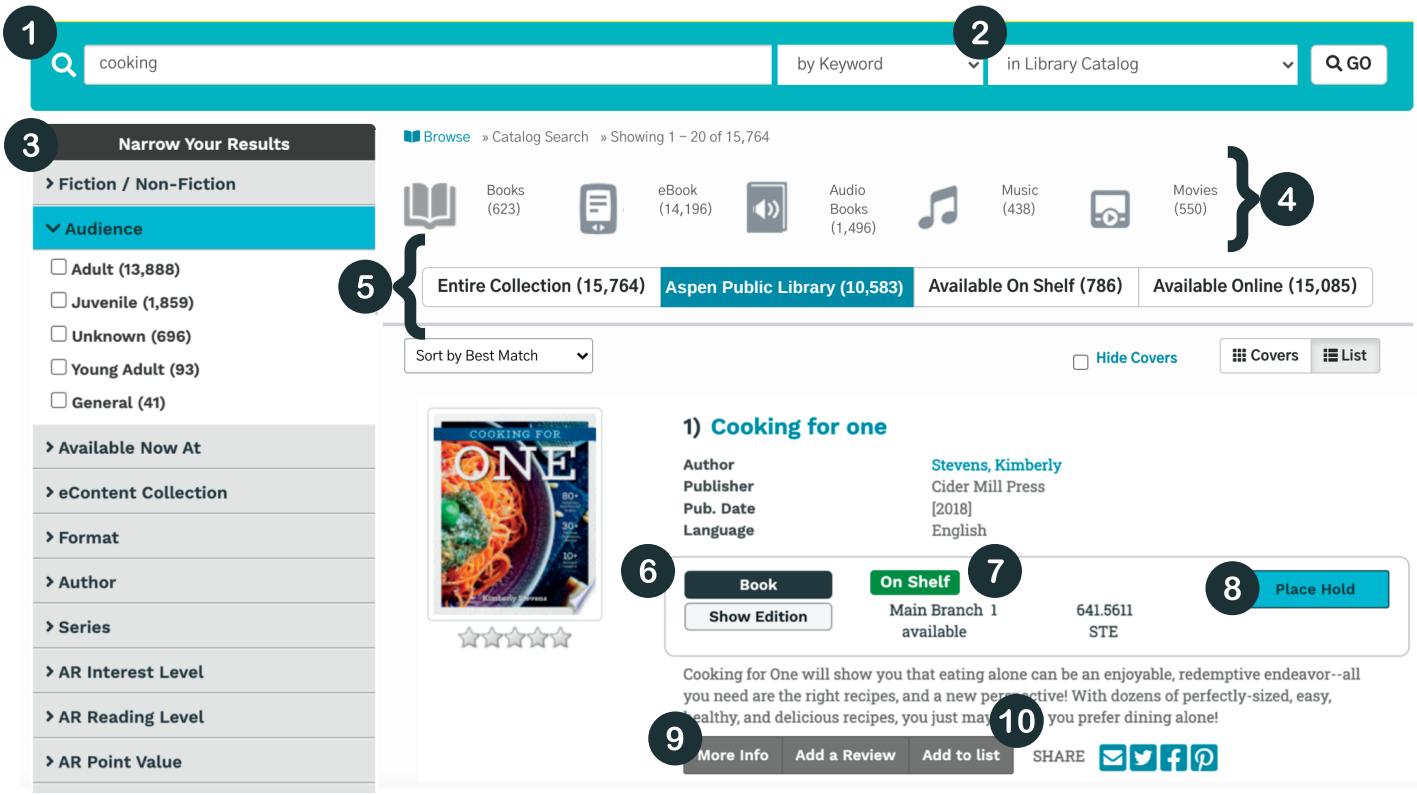
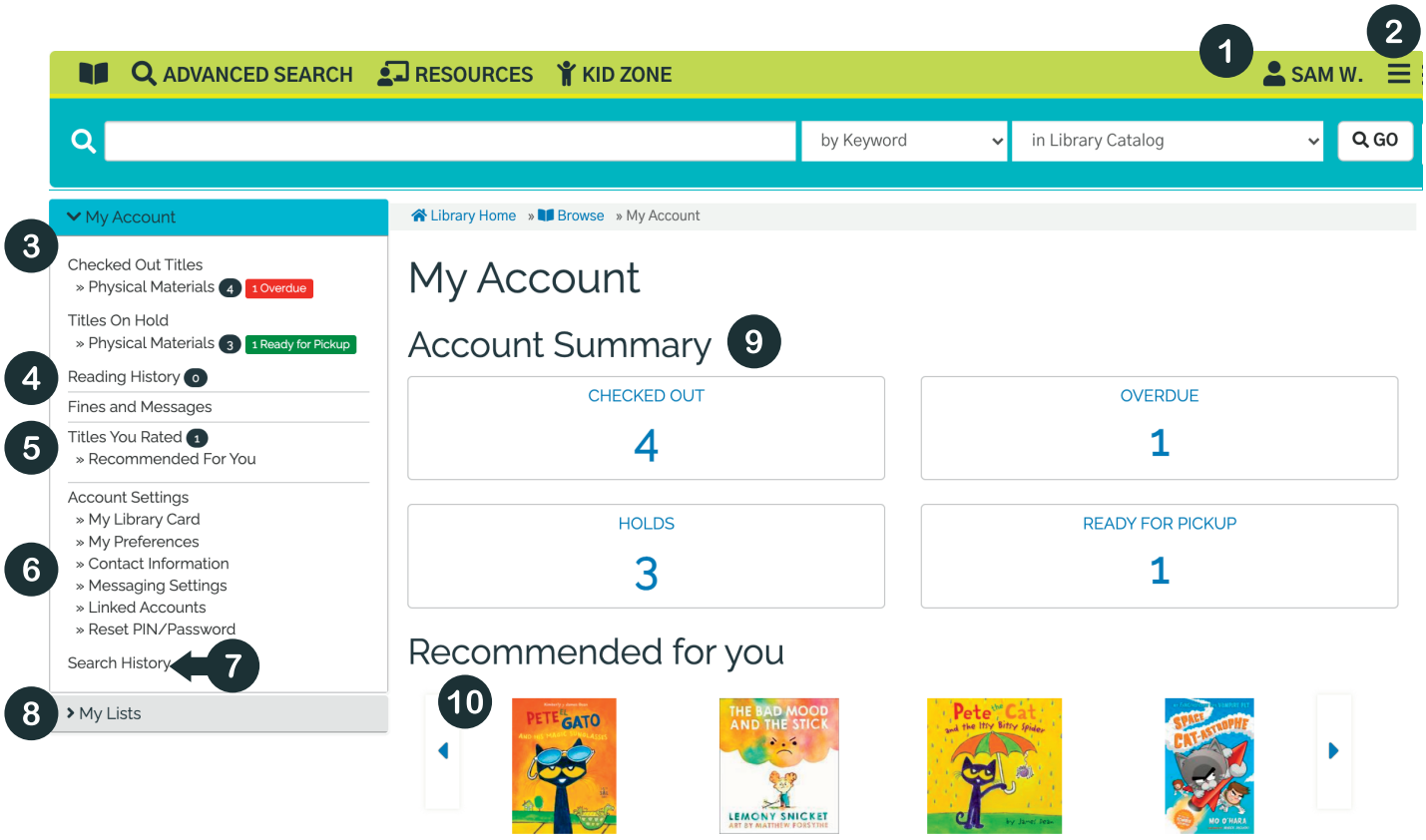
Getting Started: Searches



1. Enter search terms here
2. Dropdown menus offer more ways to target your search
3. Narrow your results with a variety of filters
4. Filter by popular formats
5. Toggle these to see what's on the shelf now, available online, or search all locations
6. Format
7. Availability
8. Place a hold or check out an item
9. Click here or on the title for more detailed information
10. Add this item to a list

Aspen Discovery

Getting Started: My Account



1. Click your username at any time to access specific account pages
2. Use this menu to access My Account and other helpful links
3. View your checkouts and holds
4. View reading history (must be opted in)
5. See titles you've rated and recommendations based on your ratings
6. Edit your account settings
7. View your search history and saved searches
8. See your lists or create a new list
9. View your account status at a glance
10. Recommended titles based on your ratings

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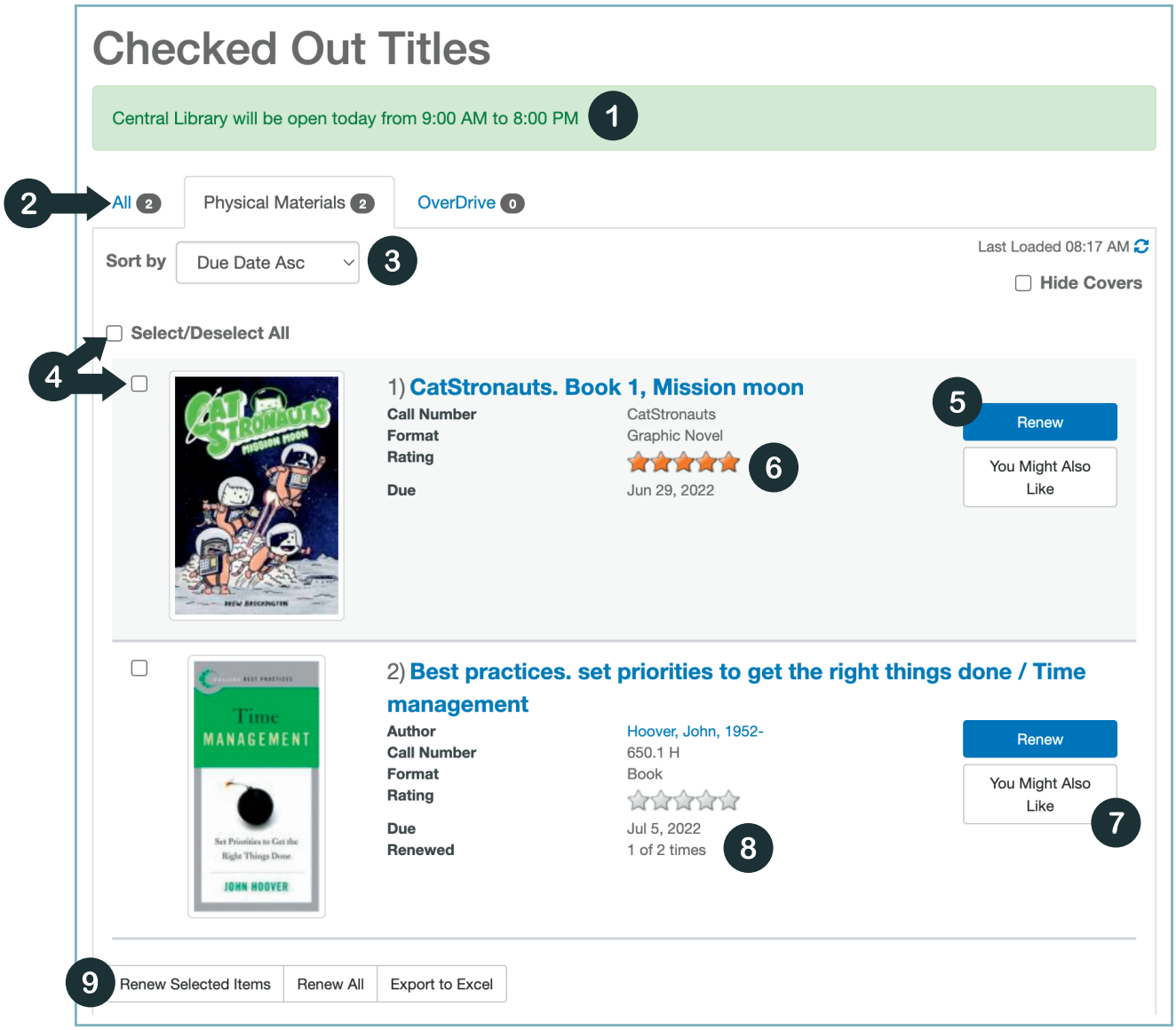
Getting Started: Checkouts



1. See when your library is open today
2. Filter by material type
3. Sorting options
4. Select all or select individually
5. Renew eligible items
6. Rate a title or see your existing rating
7. View similar titles
8. See due date and renewals
9. Renew selected or renew all

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Getting Started: Holds

Holds Ready For Pickup

These titles have arrived at the library or are available online for you to use.

Sort by Expiration Date **Sorting Options**

Hide Covers

1) The Legend of Zelda : Hyrule Historia

Call Number	793.932 THO
Format	Book
Pickup Location	Main Library
Available	Now
Pickup By	Jun 21, 2022

Pickup By Date

While You Wait

Pending Holds

These titles are currently checked out to other patrons. We will notify you when a title is available.

Sort by Position **Sorting Options**

1) **Cats**

Author	Murray, Julie, 1969-
Format	Book
Pickup Location	Central Library
Status	Frozen
Position	1

Hold Information

Cancel Hold
Thaw Hold
Change Pickup Loc.
While You Wait

2) **Mermaids are real!**

Author	Hatam, Holly,
Format	Book
Pickup Location	Forest Ave Library
Status	Pending
Position	1

Hold Options

Cancel Hold
Freeze Hold
Change Pickup Loc.
While You Wait

Cancel Selected | Cancel All | Freeze Selected | Freeze All | Thaw Selected | Thaw All | Export to Excel

Manage pending holds in bulk

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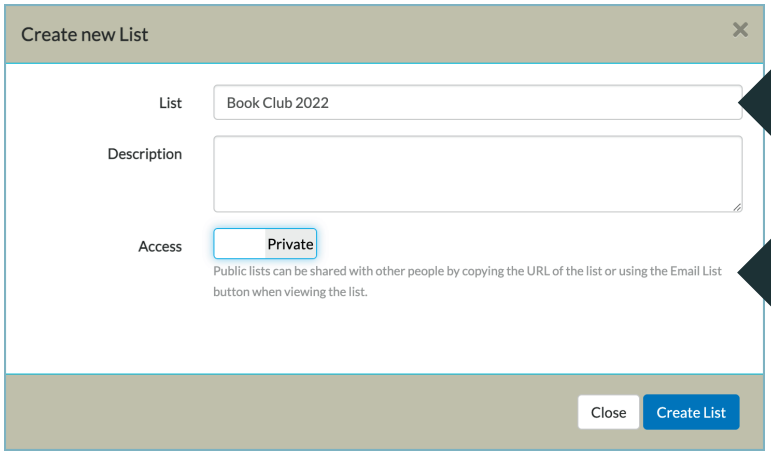
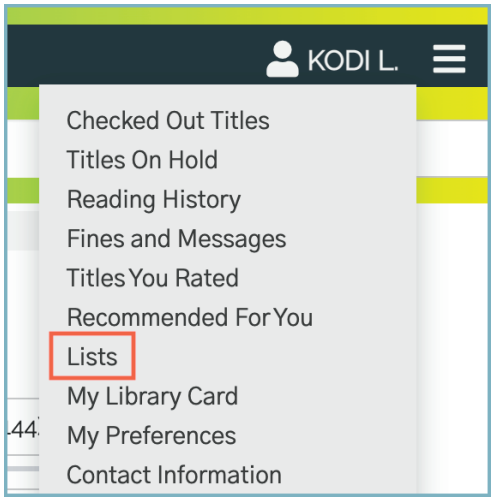
Getting Started: Lists

Click to add a title to a list

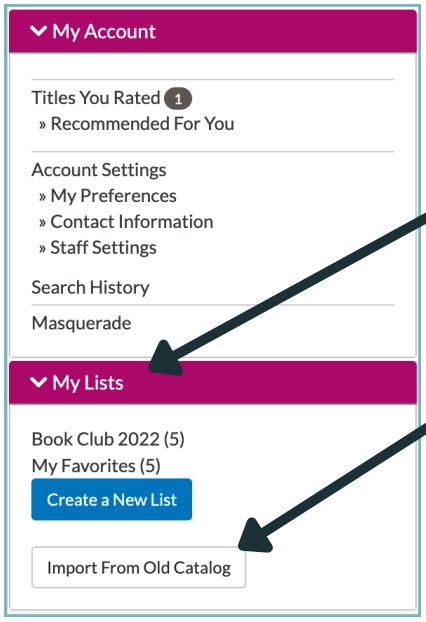


Give your list a title

Switch access to "Public" if you want to share



Click your username, then "Lists" to view all your lists



In user account, click "My Lists" to expand

Bring your lists from the old catalog to the new catalog

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