

Holds

If your library does not own a title or it is not currently available, you have the ability to place a hold on the title and receive it from another library.

- Log in to your account.
- Search for the title and select the format you want from the rollup tab.
- Select the **Place Hold** button.
- Confirm pickup location. The pickup location will automatically default to your library; however, you may choose a different pickup location.
- A **Request Successful** message will appear when the hold is placed.
- You will be contacted when your item is ready for pickup.

Renewing Items

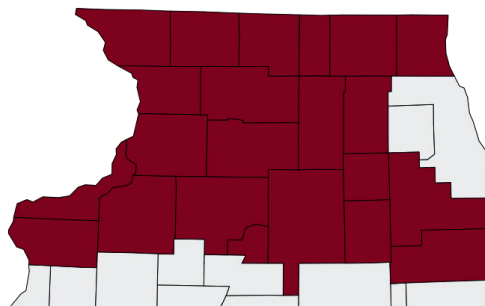
Items may be renewed as long as your account is in good standing, there are no holds on the material, or you haven't already exceeded the renewal limit. Check with library staff for specific renewal periods.

- Log in to your account.
- Select your name and enter the **My Account Portal**.
- Go to the **Checkouts & Requests** page and locate your material.
- Click the **Renew** button to the right of the material.

Phone Renewal System: 1-888-542-7259

To use this service you will need your library barcode number and the library barcode of the item you want to renew.

Search PrairieCat



Serving libraries in 22 counties

The My Account Portal brings all account features into a single interface.

Patrons can manage checkouts, holds, reading history, fines, saved searches, bookmarks, and Account Linking from a single location.



prcat.na2.iiivega.com

Explore the Online Catalog

Discover more than 5 million items from home or at the library




PrairieCat
Connecting Libraries to Strengthen Communities

Quick Tips

Log in first, using your library card number.

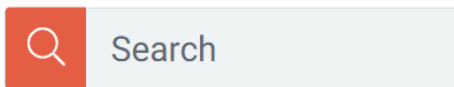
Your PIN number is the last 4 digits of your library barcode unless you have changed it.

PrairieCat will search all libraries unless you choose a specific library location.

If you are at a public computer in a library, make sure you log out before you leave the computer to protect your account information.

Searching

Enter search terms such as a book title, an author, or a particular subject. The Search Results page displays items that match your search terms.



You must log in to access all the features that the catalog offers. When you log in and perform a search, the Search Results page and the Resource page list availability at your home library first. The catalog lists availability at other locations after the home location.

REFINE THE RESULTS

Refine a search to narrow the search results.

- Select filters from the Refine Results panel such as Format, Age Group, Language, Locations, etc.
- After selecting a filter, select Apply.
- Select Reset Filters to clear the filters.
- Select the lock icon to retain those filters in your next search.

FIND THE ITEM

Once you find the item you would like, select Find a Copy to view availability at other locations.

SAVE THE SEARCH

On the Search Results Page, select **Save Search**. You can save up to 100 searches. Saved searches remain in your account until you delete them.

EXPLORE THE SEARCH

If you select a title or an author, the catalog displays information about the resource and related items, contributors, and topics that you can also explore.

My Account Portal

Log in to view your account information, saved lists, checkouts, holds, fines, and fees in the My Account Portal. You can save search queries to Saved Searches for later use. You can create and edit lists to organize your Bookmarked items. And, you can opt in to view and save your reading history.

Account

View your account information such as address, expiration date, etc.

Checkouts & Requests

View the items currently checked out and on hold. Renew checkouts and manage holds.

Bills & Fines

View any money owed and pay online.

Bookmarks

Save materials for later holds & checkouts.

Saved Searches

Save custom searches for your specific interests.

READING HISTORY will retain information on the titles you have checked out and returned. You may sort by checkout date, title, or author.

- Log in to your account with your library card barcode and pin.
 - Select your name and enter the **My Account Portal**.
 - Go to the **Account** page.
 - Locate the **Reading History** bar under the account information on the right of the page. Click the **Reading History** bar that will currently say **Not Opted In** and follow prompts.
- If you opt out, the system will clear all items from your reading history and cannot be restored.