

Instructions for checking out books:

Go to the Tallowood Website, www.tallowood.org/library. Go to the bottom of the page click the ***access the online card catalog***. Log on with your library patron number (password the same). Search for titles of subjects, author, or title. Click on the book(s) you want. Click "**bookbag**" to put book(s) in your **mediography**. (This will make a list of the books you want that the library staff will pull and check out to your number) After choosing the book(s) you want, click **view** by mediography, click **select all**, then click **Reserve**. This will send Joy the list to be checked out. But I need for you to Email Joy Cryer (jcryer@tallowood.org) and give me the day you want to pick up the books. There will be a bag with the family name on it. Bags will then be picked up in front of the library. You will designate when you will pick up the books, Sunday, Monday or Tuesday If you need your library number, email Joy and she will give you your number (jcryer@tallowood.org).