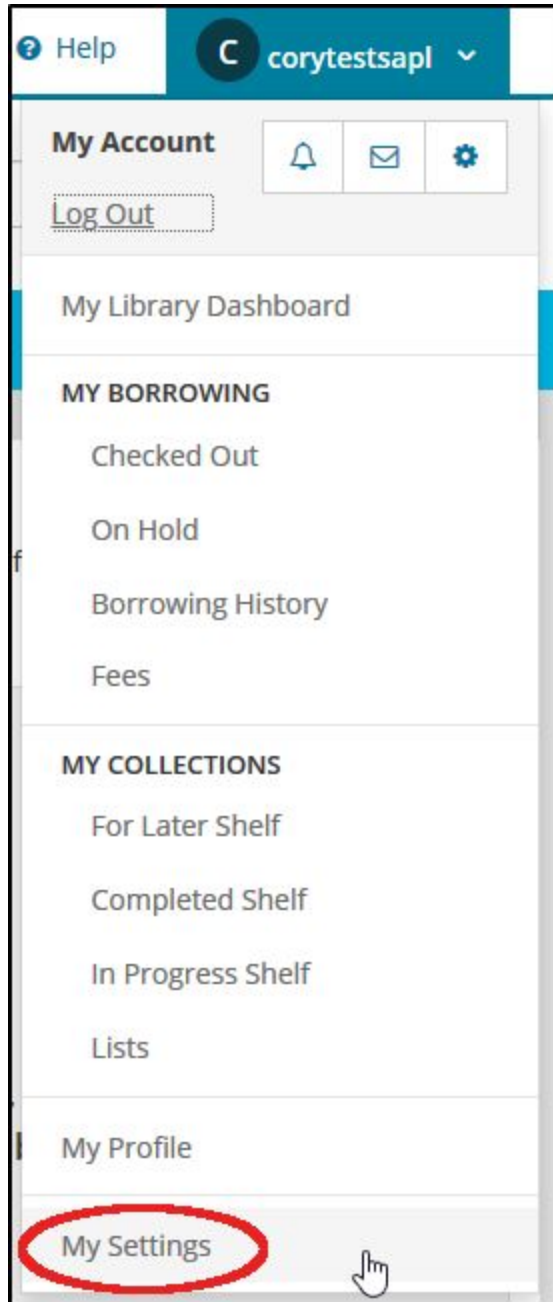


Choosing a preferred pickup location for holds.

1. Login to your account and go into **My Settings**:



2. In the My Settings screen, click on **Holds and Pickup Location**.

My Settings
at St. Albert Public Library

Account Information
Email Address
Username
PIN

Account Preferences
Saved Searches
Holds and Pickup Location
Community Content Defaults
Borrowing History

Privacy
My Shelves
My Feeds

My Settings

C corytestsapl
St. Albert Public Library

Barcode: ***** (display)
Name: **** ** (display)
Date of Birth: ***** ** (display)
Card Expiry Date: May 20, 2020

Account Information

Email Address
Update your email address. [Change](#)

Username
Manage your username and the name that displays in the catalogue. [Change](#)

PIN
Change your account PIN. [Change](#)

3. In the screen that comes up, you can set 2 different preferences relating to location.

Account Preferences: Holds and Pickup Location

Preferred Locations

If your library has more than one branch or location, and you use some more than others, you can define up to three locations as ones you use the most. All locations affect search results. An item appearing in search results will show Available at preferred location, Available in some locations, or No copies available. You may find this useful if you live near one branch and work near another, and you want to determine which one has an available copy of an item you want.

First

Downtown Library ▾

+ Add Another Location

Single-Click Holds ⓘ

Turn on single-click holds to skip the step of selecting a pickup location when you place a hold. We'll use your first preferred location as the default.

ON

Save Changes

- First of all, you can choose a **Preferred Location** so that when you search Bibliocommons, items at the Preferred location will show up in the results as being **Available at preferred location**. If an item is not at a preferred location, it will just show up as **Available**.
- Second, in order to be able to choose which location you wish to pick up your hold at, you will need to turn **Single-Click Holds OFF**. If you do not disable Single-Click Holds, then the location for the hold pickup is automatically set to the first location set under the Preferred Locations.

So if Single-Click Holds is turned on and the Preferred Location is set to Downtown Library, then that will automatically be where the hold will go to when it's available:

St. Albert Public Library

Hold requested on *The Grace Year*. You are number 1 in line.

Search the by

Home Explore eLibrary Programs & Events Services Use the Library

← Back to on holds Print Share

The Grace Year

Liggett, Kim
Book - 2019
★★★★☆ Rate this: ☆☆☆☆☆ 6

Tierney James, sixteen, struggles to endure the year in which she and other young women are banished to the wild until, purified, the survivors are allowed to return home and marry.

Details Full Record Additional Info

Publisher: New York : Wednesday Books., [2019]
Edition: First edition
ISBN: 9781250145444
1250145449
Branch Call Number: LIG
Characteristics: 408 pages ; 22 cm

Available in some locations

Copies: 2 Available: 1 On Order: 1 On Hold: 0

On the shelves now at
Jensen Lakes Library

Collection: Young Adult Fiction
Call #: LIG

[Availability by Location >](#)

Place a Hold

For Later

My Borrowing at St. Albert Public Library

On Hold 1

Not ready

Checked Out 0 >

Borrowing History >

Fees \$1.00 >

Library Messages 0 >

Single-Click Holds is ON

Your preferred pickup location is: **Downtown Library**

On Hold

1 not ready

Sort by: Hold position

1 to 1 of 1 item

Select 1 item

The Grace Year
by Liggett, Kim
Book - 2019
[View details](#)

Not ready #1 on 2 copies
Pick up at Downtown Library
Expires on Dec. 23, 2020

Pause hold


Cancel hold

For Later

Placed on Jan. 08, 2020

However, if Single-Click Holds is turned off, when the hold is placed, the system will now give the option to choose where to pick the item up at:

← Back to on holds Print Share



The Grace Year
Liggett, Kim
Book - 2019
★★★★☆ Rate this: ☆☆☆☆☆ 6

Tierney James, sixteen, struggles to endure the year in which she and other young women are banished to the wild until, purified, the survivors are allowed to return home and marry.

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Jensen Lakes Library

Collection: Young Adult Fiction
Call #: LIG
[Availability by Location >](#)

Place a Hold

Select a Pickup Location:

Select a Location

Enable Single-Click Holds? [Info](#)

✔ Confirm Hold

[Cancel](#)

My Borrowing
at St. Albert Public Library

On Hold	1
Not ready	
Checked Out	0 >
Borrowing History	>
Fees	\$1.00 >
Library Messages	0 >


Single-Click Holds is **OFF** [Info](#)

On Hold Info

-
1 not ready

Sort by: Hold position 1 to 1 of 1 item

Select 1 item



The Grace Year
by Liggett, Kim
Book - 2019
[View details](#)

Not ready — #1 on 2 copies

Pick up at Jensen Lakes Library

Expires on Dec. 23, 2020

Pause hold

Cancel hold

≡
For Later
▼

Placed on Jan. 08, 2020