Your New Online Catalogue

www.belleville.bibliocommons.com

Get the most out of your library with our new and improved online catalogue. Create an account, track your reading, place holds, renew your checkouts, create lists and tags, browse new titles, and follow other library patrons, all in one convenient place. With a clean, modern interface and improved search functionality, finding exactly what you're looking for is a breeze.

Setting Up Your Account

When you log in to the catalogue for the first time, you'll be prompted to create your account. This is done using your library card and PIN, but you'll also be prompted to create a username. This username will be visible to anyone who can see your account activity, but you can change it at any time.

Once your account is set up, you can log in with either your library card number or username.

As you complete the registration, be aware of any messaging on the page about why certain information is being collected.

All of your account information, settings, current checkouts, holds, fines and more can be found in your Library Dashboard.

Understanding your Privacy Settings

This catalogue has a lot of great features that allow you to share what you're reading, watching, and loving from the library. But before you get started, it's important to understand what you're sharing with everyone else, and what is being kept private. Make sure you review your **Privacy Settings** as soon as you create your account.

Always Private:
- Current checkouts, holds and fines
- Your PIN/password
- Borrowing History - if you've enabled it

Public Activity That Can Be Made Private:
- Your activity feed, which includes all comments, ratings, etc..
- Any books that you add to your Completed, For Later, or In Progress shelves

Your Activity Feed defaults to being public, but you can make your entire feed, or selected items on your feed private, if you'd like to.

To view and modify your privacy settings: log in to your account, click My Settings on the menu, then look for the Privacy section.

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Find What You Are Looking For

Simply type what you're looking for into the search bar at the top of the page and get the most relevant results first. You'll see some exciting new features as you search:

- Smart Search recognizes common search terms like "movies" or "new books" and automatically applies the filters you need to get great search results.

- You can filter the results using the options on the left-hand side of the screen to help you narrow things down. Filter by format, audience level/age, language, genre and more.

- Results are grouped to show all of the formats we have available.

Track Your Reading

Keep track of what you've read, watched, or listened to right in your library catalogue! **Don't forget to review your Privacy Settings before getting started**.

- Borrowing History, if you choose to enable it, will track the items you've borrowed and returned to the library. This information is always kept private, and staff will not see this information.

- Add items to your Shelves: For Later, In Progress, and Completed. You can choose to make this information public or private.

- Items you Rate or Review will automatically be added to your Completed shelf.

Borrowing

Item availability is now easier to see with colour-coded text: green for available items and red for items that you'll have to place on hold.
Here are a few more tips to make borrowing easier:

- For eBooks and eAudiobooks, check them out right from the catalogue. You can start reading or listening right away in your browser, or switch to the Hoopla or Libby apps seamlessly.

- From your Library Dashboard, manage your current checkouts and holds. You can renew items and pause your holds if you're going on vacation.

Have a question that isn't answered here?
Phone (613) 968-6731 ext.2037, email infoserv@bellevillelibrary.ca or visit us at the library.
We are here for you and happy to help!

Get Social

This catalogue has tons of new features that let you interact with the material you're borrowing from the library and other library patrons from around the world. Just make sure that you've reviewed your privacy settings so you know what you're sharing and what is kept private!

- Rate or comment on anything in the catalogue. Tell us what you've read and loved and see comments from other patrons.

- If you find another user who creates content that you love, Follow them! That way, you'll see their public activity on your Newsfeed, found in your Library Dashboard

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