



Staats- und
Universitätsbibliothek
Bremen

My account / How to use the self-service functions in our [online catalogue](#)

Our online catalogue features a range of useful self-service functions. You can use these functions to:

- change your password
- check your fees account
- renew items on loan
- reserve items on loan to other users
- cancel reservations

These self-service functions can be accessed using the computers in the library or from any computer with internet access.

To access these functions, log in to your library account from our homepage: log in to your account using your library card number and password (ddmmyy)

"My account"

My account - login

Library card number

.....

[Forgot your password?](#)
[New to the library? Sign up here!](#)

(Click here to renew items)

You can access this function from within the [Library Catalogue](#) by clicking on the "Borrower information" button at the menu at the top of your screen.

b To protect your data you should close this window when you are finished! [Pri](#)

data loans reservations costs password

Close

borrower identification

send To get access to your borrowerdata you must identify yourself first.
You can do this by entering your username/number and password.
Click on the **send** button.

number

password

The account options enable you to:

- check your personal details such as your address and membership (Expiry Date)
- renew items on loan (Loaned)
- cancel reservations
- check your fee account and
- change your password.

You will need a valid library card with your User ID Number and password to access the self-service functions. Your password will be assigned to you when you are issued with your library card. Entlehnungen / Verlängerungen

You can call up a list of **items currently on loan** to you and extend the lending periods of these items. However, you may only renew the lending period of any individual item five times.

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data | **loans** | reservations | costs | password

outstanding loans

renew Click on **renew** to renew the selected loans.

| <input checked="" type="checkbox"/> | title | shelf mark | status | volume | expiry date | reservations | renewals |
|-------------------------------------|---|----------------------|---------------------------------|--------|-------------|--------------|----------|
| <input type="checkbox"/> | 1. Himmel, Hoelle & Co: die schoensten Hof-Platz-Strassen-Garten-W | 4 spo 602 n/799 | presently lent | | 23-11-2011 | 0 | 0 |
| <input type="checkbox"/> | 2. Bewegungsspiele mit Pfiff: fuer Kindergarten, Grundschule und F | 4 spo 365 n/536 | presently lent | | 23-11-2011 | 0 | 0 |
| <input type="checkbox"/> | 3. Bewegungsspiele fuer eine gesunde Entwicklung: psychomotorische | 4 spo 365 n/671 | presently lent | | 23-11-2011 | 0 | 0 |
| <input type="checkbox"/> | 4. Spielgeschichten: wir reisen ins Bewegungsland / Gisela Stein | 4 spo 602 n/549 | presently lent | | 23-11-2011 | 0 | 0 |
| <input type="checkbox"/> | 5. Bewegungsgeschichten: wir reisen ins Bewegungsland / Gisela Ste | 4 spo 602 n/549(2) d | presently lent | | 23-11-2011 | 0 | 0 |
| <input type="checkbox"/> | 6. Mit Kindern Technik entdecken: fruehe technische Bildung bei Ki | hs 5081 | presently lent | | 23-11-2011 | 1 | 0 |
| <input type="checkbox"/> | 7. The Borrower: [a novel] / Rebecca Makkal | lvriang | presently lent | | 23-11-2011 | 0 | 0 |
| <input type="checkbox"/> | 8. Spazz am Bewegung: Bewegungsspiele zur Foerderung von Koordinati | 4 spo 365 n/265 | on reserv. shelf (dark. Leihst) | | | 0 | 0 |

To renew the lending period of an item, place a tick beside the item by clicking on the field to the left, or use the "Select All" function at top right. Now click "renew" to complete the action.

Items **reserved** by other users cannot be renewed. A dash beside an item means that it has been reserved.

Users owing more €15 or more in fees on their account will not be able to renew items on loan.

Check reservations (incl. cancellation option)

This tab provides an overview of the items that you have reserved. You can also cancel any of these reservations.

To protect your data you should close this window when you are finished! [Print Page](#)

data | loans | **reservations** | costs | password

reservations

cancel Click on **cancel** to cancel the selected reservations.

| <input checked="" type="checkbox"/> | <input type="checkbox"/> | title | shelf mark | volume | date |
|-------------------------------------|--------------------------|---|------------|--------|------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1. Bremen: ein Portrait ; a portrait ; un retrato ; un portrait | 02.D.1287 | | 21-04-2015 |

To cancel a reservation, simply place a tick beside it by clicking on the respective field and then click on the "Cancel" button.

Placing a reservation

You can reserve items that are on loan through our catalog. When an item of interest to you is on loan, simply select the symbol  to place your reservation.

OUT ON LOAN

Zentrale

02.D.1287



Due on: 29-04-2015

On hold: 0

Check your fees account

This tab provides you with an overview of any outstanding fees (e.g. fines for late returns). Outstanding fees should be paid at the Lending Desk..

To protect your data you should close this window when you are finished!

[Print Page](#)

data

loans

reservations

costs

password

costs overview

 No outstanding debts.

If you have more than €15 in outstanding fees, you will not be able borrow, reserve, or renew items through your account.

Passwords / Changing your password

The password initially assigned to you by our system is based on your date of birth. These passwords are formatted: ddmmyy (e.g. 180372). To change your password:

To protect your data you should close this window when you are finished!

[Print Page](#)

data loans reservations costs **password**

change password

save

Fill in your number, your current password and your new password.

Repeat your new password behind **confirmation**.

Please click on **save** to change your password.

| | |
|------------------|--|
| number | <input type="text" value="00460012345"/> |
| current password | <input type="password" value="••••••"/> |
| new password | <input type="password"/> |
| confirmation | <input type="password"/> |

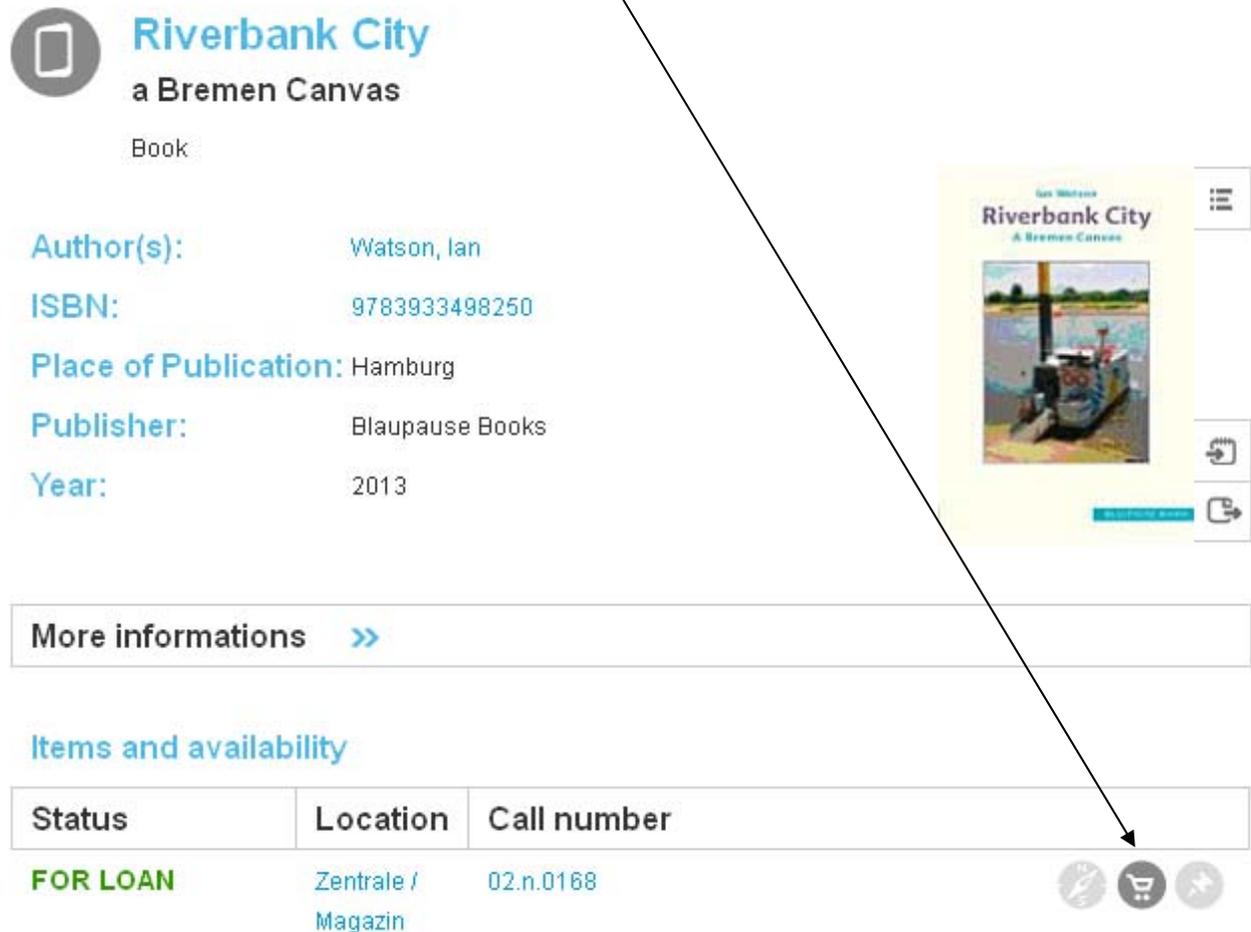
Enter your current password in the **current password** field.

Enter your new password in the **new password** and **confirm** fields. Please use a combination of 6 digits to ensure that your account is properly protected

Click "Save" to confirm this change.

Requesting items from the closed stacks

You can request items from the closed stacks directly from the title listing in the library catalog. Please use the "Order" function to request an item.



Riverbank City
a Bremen Canvas

Book

Author(s): Watson, Ian
ISBN: 9783933498250
Place of Publication: Hamburg
Publisher: Blaupause Books
Year: 2013

More informations >>

Items and availability

| Status | Location | Call number | |
|-----------------|-----------------------|-------------|---|
| FOR LOAN | Zentrale / Magazin | 02.n.0168 |    |

Items ordered from the closed stacks are delivered to the open stacks near the Information Desk and sorted alphabetically by user name. These items are returned to the closed stacks after 3 days.

If you have further questions regarding your order, feel free to ask – we are happy to help.