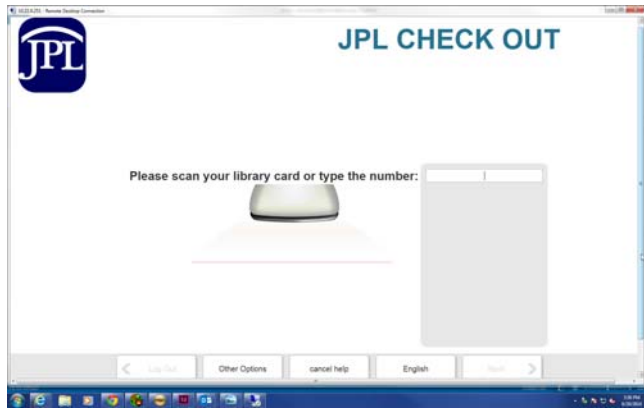
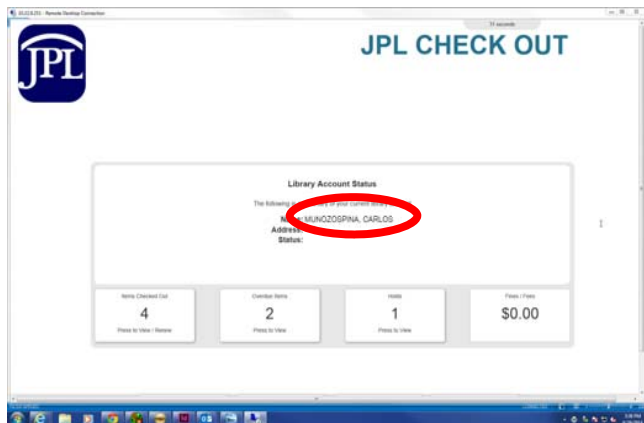


# Checking out items is easier than ever! Just follow the prompts on the screen.

1. Begin by scanning your library barcode number on the back of your library card.

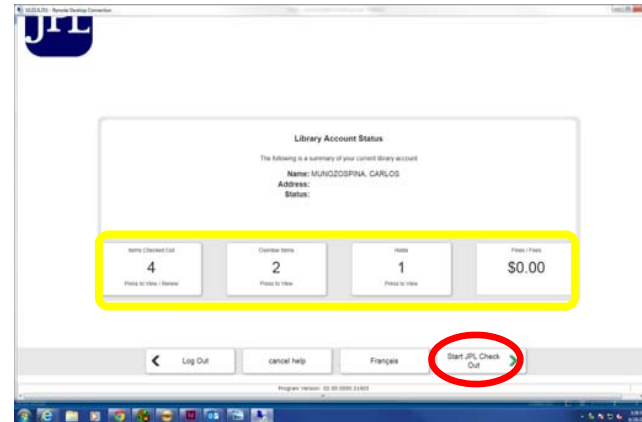


2. Confirm your name.

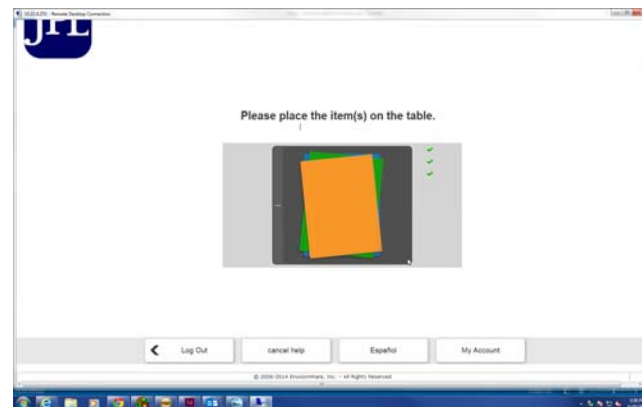


3. You will see the number of items checked out, overdue items, holds, fines/fees.

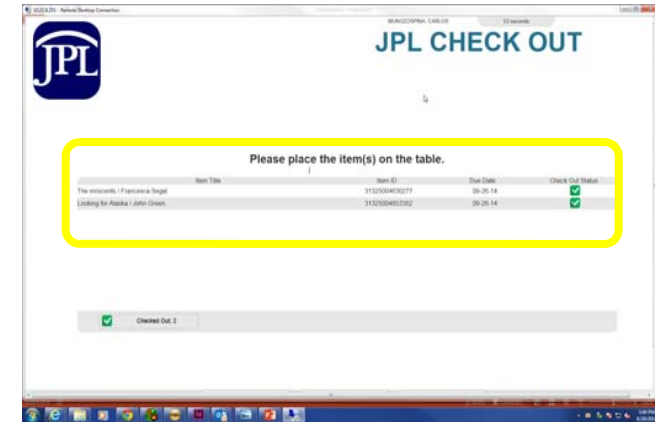
**Tap Start JPL Check Out.**



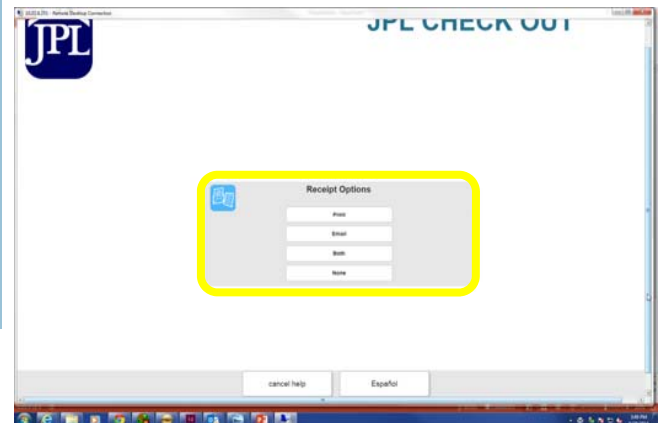
4. Place any items you wish to checkout on the table.



5. A list of the items to be checked out will be shown.



6. Choose how you would like to get your receipt by: print, email, both or none. If you choose email, enter your email address when prompted or confirm the email address associated with your account.





Look what you can do on our self-checkout stations...

- \* Manage your account by viewing:
  - \* Items checked out
  - \* Overdue Items
  - \* Holds
  - \* Fines/Fees
- \* Choice of Language
- \* Request Help
- \* Pay fines/fees securely
- \* Deposit money into your library account
- \* Reserve a computer



**JERICHO PUBLIC LIBRARY**

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Jericho, NY 11753  
516-935-6790

[www.jericholibrary.org](http://www.jericholibrary.org) | [info@jericholibrary.org](mailto:info@jericholibrary.org)

6.13.16

## Self-Checkout Features at the JPL

