

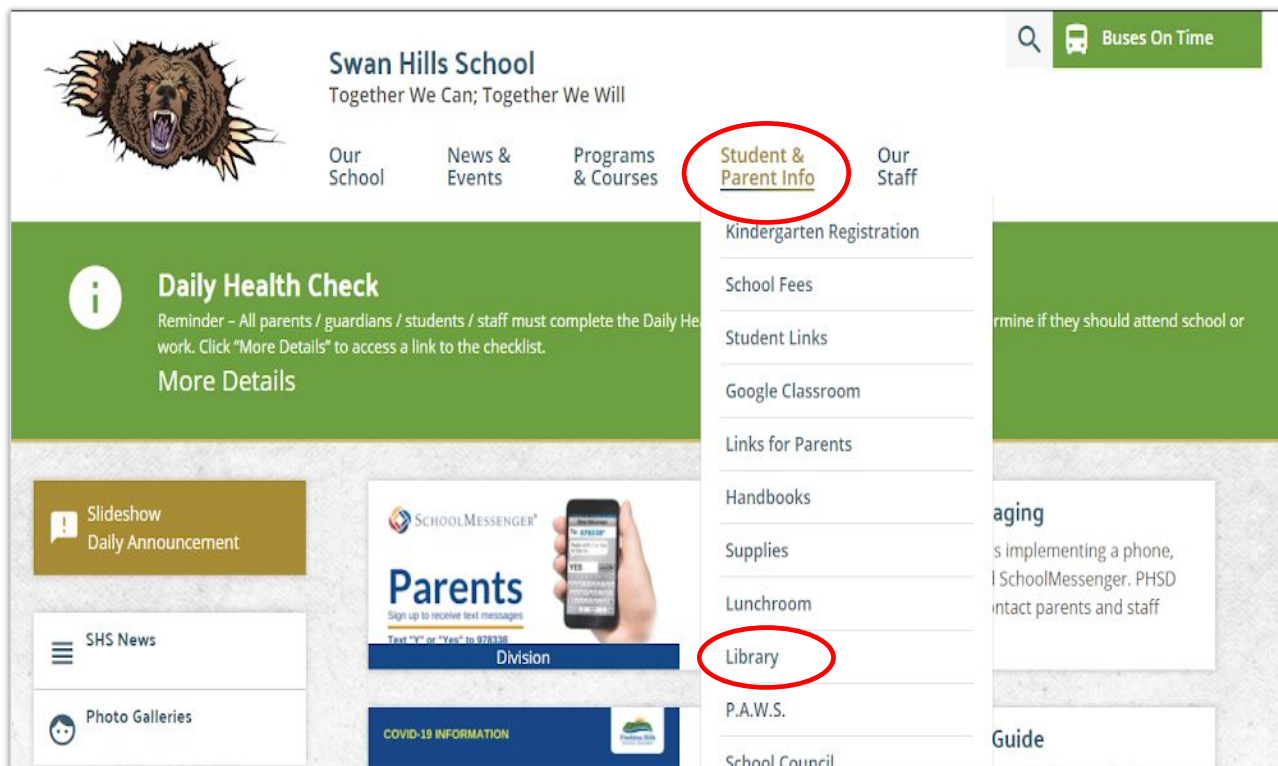
How to browse the library and reserve books online



For
Swan Hills School
Students

2

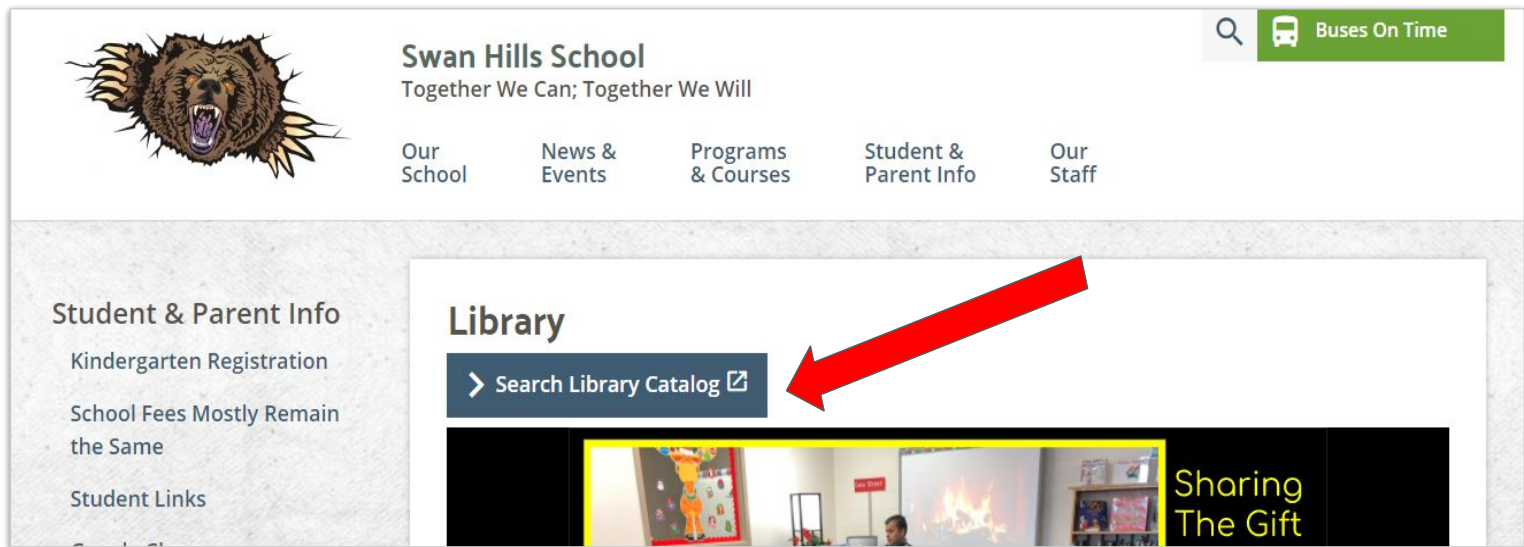
The link to search the library catalog is found in the 'Student & Parent Info' menu on the school website.



Direct Link to Library is: <http://phrd-libraries.phrd.ab.ca>

3

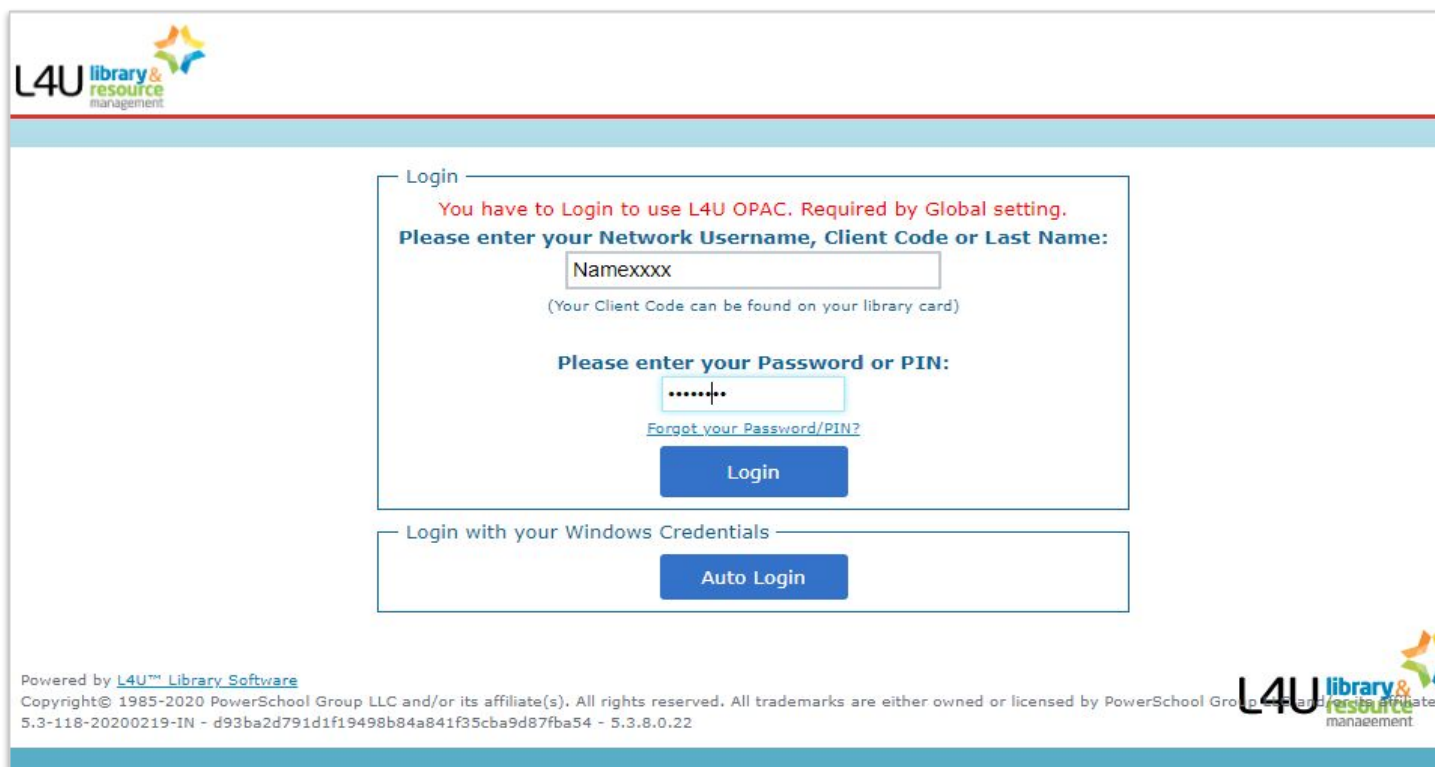
On the library page,
click 'Search Library Catalog'



The screenshot shows the Swan Hills School website. At the top left is a logo of a bear's head. To its right is the school name "Swan Hills School" and the motto "Together We Can; Together We Will". In the top right corner, there is a search icon and a green button labeled "Buses On Time". Below the school name is a navigation menu with links: "Our School", "News & Events", "Programs & Courses", "Student & Parent Info", and "Our Staff". On the left side of the page, under the heading "Student & Parent Info", there are links for "Kindergarten Registration", "School Fees Mostly Remain the Same", and "Student Links". The main content area is titled "Library". Below this title is a dark blue button with a right-pointing arrow and the text "Search Library Catalog" followed by an external link icon. A large red arrow points from the top right towards this button. Below the button is a banner image showing a classroom scene with a person and a screen displaying a fire, with the text "Shoring The Gift" on the right.

4

Enter your school network username, (first name & 4 numbers), and password.



The screenshot shows the L4U library & resource management login interface. At the top left is the L4U logo. The main content area is titled 'Login' and contains a message: 'You have to Login to use L4U OPAC. Required by Global setting. Please enter your Network Username, Client Code or Last Name:'. Below this is a text input field containing 'Namexxxx' and a note: '(Your Client Code can be found on your library card)'. The next section is titled 'Please enter your Password or PIN:' and features a password input field with masked characters. A link for 'Forgot your Password/PIN?' is provided below the password field. A blue 'Login' button is positioned at the bottom of this section. Below the main login section is a separate box titled 'Login with your Windows Credentials' which contains a blue 'Auto Login' button. The footer of the page includes copyright information and the L4U logo.

L4U library & resource management

Login

You have to Login to use L4U OPAC. Required by Global setting.
Please enter your Network Username, Client Code or Last Name:

Namexxxx

(Your Client Code can be found on your library card)

Please enter your Password or PIN:

.....

[Forgot your Password/PIN?](#)

Login

Login with your Windows Credentials

Auto Login

Powered by [L4U™ Library Software](#)
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5.3-118-20200219-IN - d93ba2d791d1f19498b84a841f35cba9d87fba54 - 5.3.8.0.22

L4U library & resource management

Your Profile

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See what you have
checked out and
on reserve

Next:
Click on OPAC to
search the
catalog

Swan Hills School

Bookbag (1)

My Profile

Demo Student
Homeroom: Sh-g45
Client Code: SHIPAC001
Items Out: 3
Items On Reserve/Booking: 1
Total Fines: \$0.00
Charges: \$0.00

No Picture Available

My History

Select Location: Swan Hills School

Items Out Reserves History Returned Item Fines Active Fines Other Charges Fines History

Library Items Out

Accession#	Local Call #	Title	Due Date	Fines
61426	AR 2.2 OCO	Marvelous mother's day brunch / , The	10/16/2020	\$0.00
61401	WH 910.4 GRI	10 most unforgettable shipwrecks / , The	10/16/2020	\$0.00
61385	AS 796.962 ROM	Hockey Superstars:: All-Time Greats! Vol. 2 [Paperback]	10/16/2020	\$0.00

Total Fines for Items still Out: \$0.00

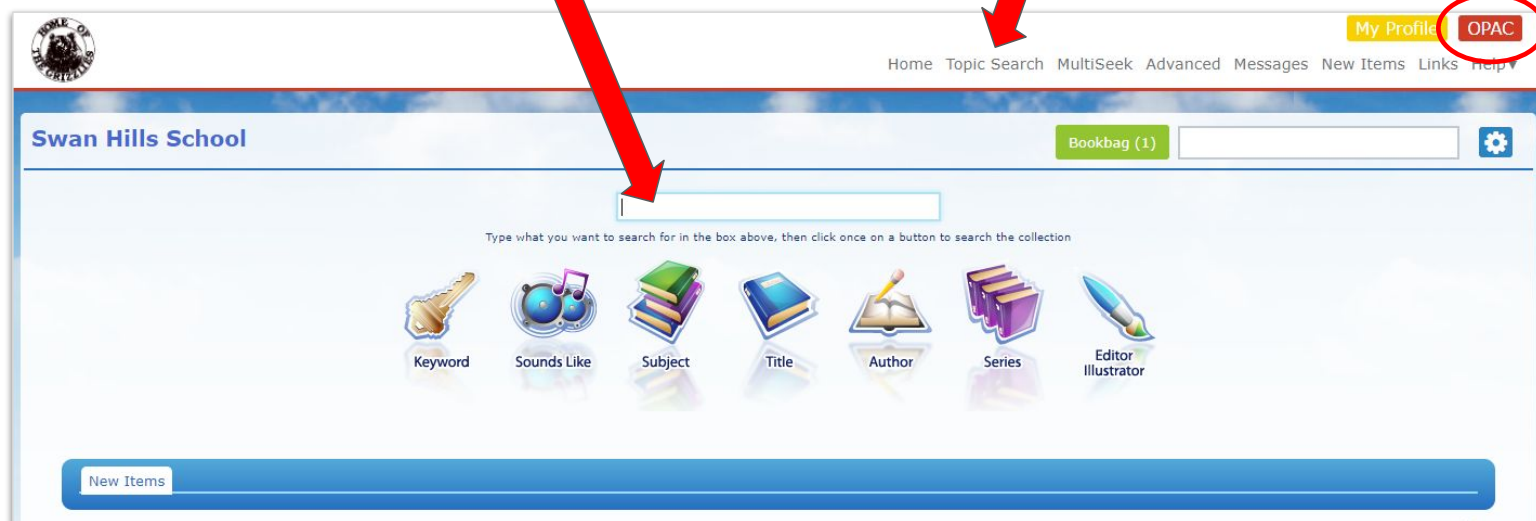
Records Per Page: 20 Page 1 Jump to Page # Go

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OPAC (Online Public Access Catalog)

Use the search box alone (keyword search) or with the parameters below it.

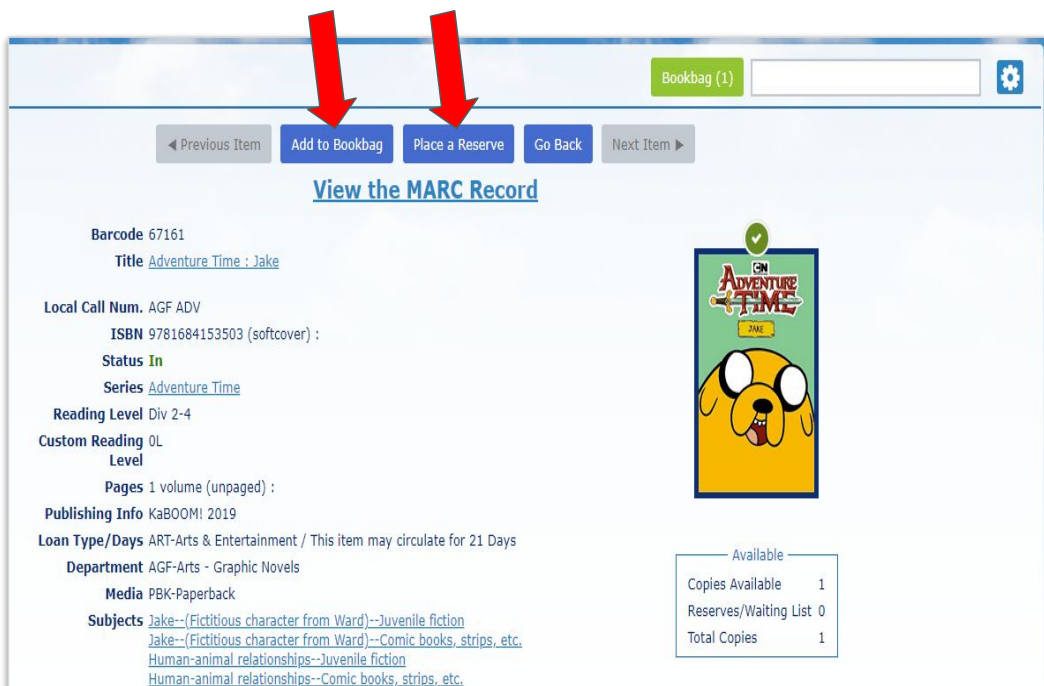
Browse Topic Search for continuously updated lists by subject or age category.



7

Hovering over a record will bring up the details.

Double-click to bring up the full record, where you can add a book to your bookbag (wish list) or place a reserve.



If the book you have reserved is available, you will get it at your next library class. Grades 10-12 books will be delivered to your English teacher.

8

Any Questions?



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