Check that the **Borrow** screen is open. You can tell it is if **‘Enter Borrower ID’** appears above the field at the top left of the screen.
Make sure the cursor is in the search bar and scan your borrower barcode card.

Read the message that displays, it tells you if you have any current loans, overdue or your reservation is available for you to collect.

Borrower details will display at the bottom left of the screen.

The details of your loans along with their due date will display here.
Scan the barcode of the book you wish to borrow.

Find the library barcode at the back of the books. *JalanBellamyKS1* or *JalanBellamyKS2* is written on top of the barcode.
If this message ‘Self checkout is not allowed for this item. Please take it to the lending desk’ pop-up, student years 3 and 4 need to have parents permission and check out with the librarian at the desk.
When the barcodes of all the books you wish to loan have been scanned, click or scan the **Finish** card.