How to View Your Borrowing History

It is often helpful to know what you have borrowed in the past, when you want to rebook some favourite items. The steps are:

Log into your school library.

Click on **"My Info"** in the blue horizontal bar at the top of the screen. For the creation of this tip sheet I am logged in as the library administrator for my library, SD71 Other Sites, so a few more options display:

The screen below appears showing your current bookings that are listed as "pending" until the LRC Library Clerks pull the kits the day before delivery.

	Home	Dashboard	Catalog	Circulation	Reports	Admin	My Info			New Message				
	Status for	JOAN PEARCE								Read				
Patron Status														
Resource Lists														
	- Item	I Items Out												
	Library Materials													
	There are no library materials checked out for this patron.													
	Resou	Resources												
		There are no resources checked out for this patron.												
	- Fin	Fines												
	There are no times for this parton													
	East													
	FIGS There are no fees for this patron													
	- Hol	ds												
		Fitle						Requested Quantity St	atus					
	۵.	invitation to Play	: Bumbu Toys	mountain cliff	set			[LRC] (2/5/2024 to 3/12/2024) 1 Pe	inding	∠ 0				
	۵.	invitation to play	: wavy river in	the forest				[LRC] (2/6/2024 to 2/27/2024) 1 Pe	inding	∠ ±				
	۵.	Adrienne Gear re	ading power a	inchor books fo	r intermediat			[LRC] (2/6/2024 to 2/27/2024) 1 Pe	inding	20				
	÷ .	Adrienne Gear re	ading power a	inchor books fo	r primary			[LRC] (2/6/2024 to 2/27/2024) 1 Pe	inding	10				
	4	dentity and diver	sity : picture i	books with char	acters from d	Everse cult	res, K-3 - set	[LRC] (2/5/2024 to 2/27/2024) 1 Pe	inding	10				
	4	Valuing diversity	: an inquiry fo	r grades 5-7, se	it 1			[LRC] (2/5/2024 to 2/27/2024) 1 Pe	inding	10				

Click on **"View History"** that appears in the upper right-hand corner. The screen below appears with your past checkouts:

				1 2 3 4 5 9 F [Show All]
Library Checkouts				
	Title	Checked Out	Due Date	Checked In
	Picture the sky (Copy: [Arden] T 6098258)	3/16/2021	4/15/2021	4/22/2021
	The summer Nick taught his cats to read (Copy: [Brooklyn] 630004979)	1/21/2021	2/4/2021	1/26/2021
	Double dutch (Copy Deleted: T 5608317)	1/21/2021	6/28/2021	2/4/2021
	Eleven (Copy Deleted: T 6706911)	1/21/2021	5/27/2021	1/28/2021
	Leo the late bloomer (Copy: [Brooklyn] T 6383241)	1/21/2021	2/4/2021	1/26/2021
	Tacky the penguin (Copy Deleted: T 7218732)	1/21/2021	3/4/2021	1/26/2021

The list is printable.