## HOLDING

As of September 23, 2024, the KOHA Automation System is being used in our library.

You can access the library catalog at <a href="https://librarycatalog.metu.edu.tr/">https://librarycatalog.metu.edu.tr/</a>

To access your library account, enter the username and password that you use in the METU Mail system in the field on the right side of the screen and click the "Log in" button.



Books borrowed by another user appear in the library catalog as 'Not available:.....:Checked out'.



If the book you want to borrow appears to have been borrowed by another reader in the result list, check the box to the left of the book name and click the 'Place hold' button at the top of the screen.



## Click on the 'Confirm hold' button, then you reserved the book.

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Advanced search   Course reserves   Authority search   Tag cloud   Libraries								
Home > Placing a hold								
	PC	lacing a hold onfirm holds for: ••••••• <sup>©</sup> Place a hold on Spinoza : yöntem, tanrı, demokrasi / , by Canaslan, Eylem, Pick up location: Main Library → Show more options						

Once the reservation is complete, the 'Your summary' screen will appear as shown in the image below. If you need to cancel the reservation for this book later, you can do so by clicking the 'Cancel' button in the 'Modify' column.

Your summary   Hello,   Click here if you're not   Checked out (5)				
Search X Clear filter (P Copy 🖶 Print	E CSV			
Title $_{\diamond}$	Placed on	Expires on $_{\diamond}$	Pickup location	Status 🖕 Modify
<b>Spinoza : yöntem, tanrı, demokrasi /</b> Canaslan, Eylem,	31/10/2024	Never expires	Main Library	Pendir X Cancel