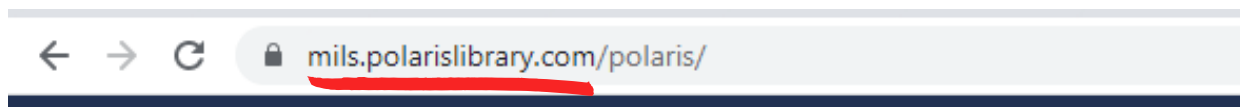
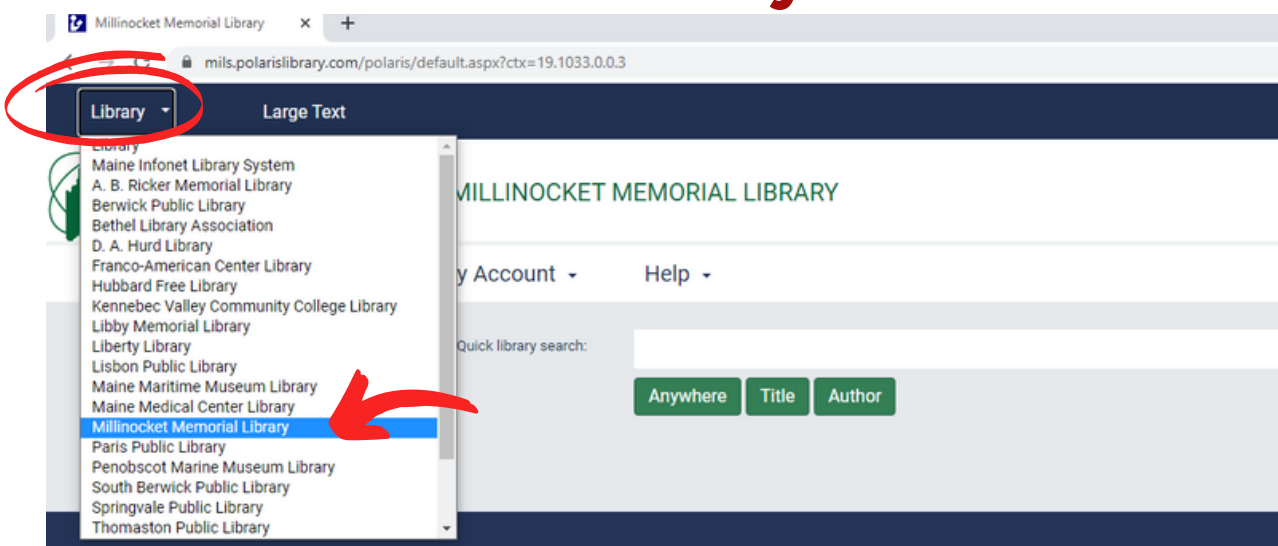


HOW TO SEARCH THE CATALOG

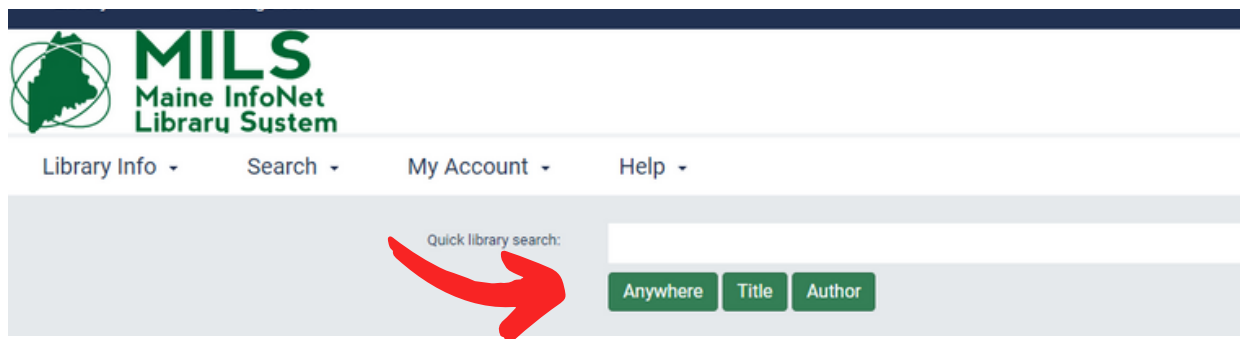
STEP 1 Visit <https://mils.polarislibrary.com/>



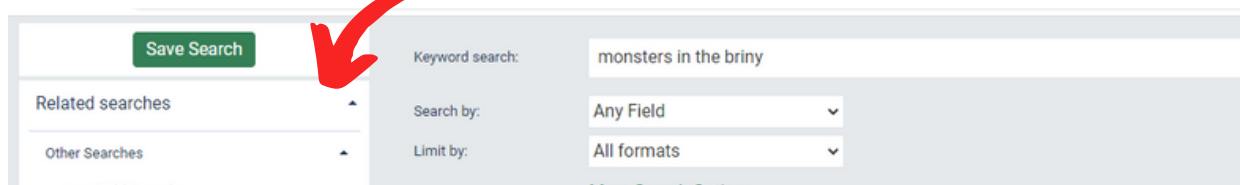
STEP 2 Click "Library" in the top left to open the menu and select your home library. This will not limit your search, but will let you know if items are locally available.



STEP 3 Search based on: Keyword, Title, or Author. Type in the item you are searching for in the box.

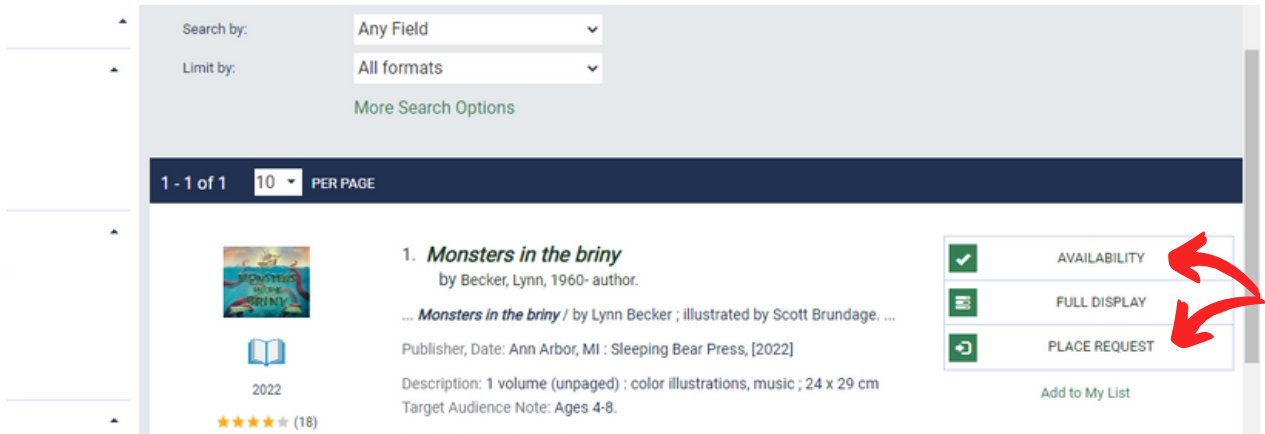


STEP 4 If you need to narrow your search further, use the menus on the left.



STEP 5

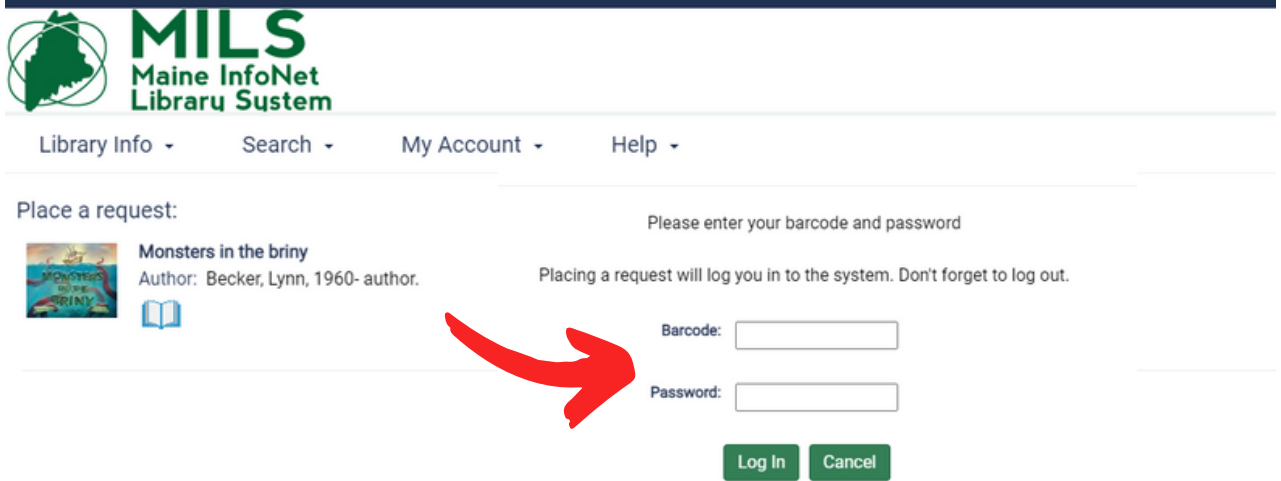
When you find the item, click "Availability" to see if it is on-site here or select "Place Request" to request the item.



STEP 6

Sign in with your library barcode card number and pin number*.

*If you do not know your library pin number or need to reset it, please come into the library or call the circulation desk at 723-7020



STEP 7

Confirm your information & select "Submit Request."

STEP 8

You have now placed your hold request. You will be notified when the item is ready for pick up!

