

# YOU HAVE THE POWER! USE YOUR ONLINE LIBRARY ACCOUNT:

## How do I access my online library account?

- Go to [benningtonfreelibrary.org](http://benningtonfreelibrary.org) and click on “My Account” in top menu.
- In the Login box type your library card number (long number on the back of your library card, starts with 20260...).
- In the Password box type your last name. \*Capitalize ONLY the first letter of your last name. DO NOT include any punctuation. Examples: (Name/Password) Smith/Smith, McGonagall/Mcgonagall, O'Brien/Obrien. For last names shorter than four letters, add the first initial to the end (Jane Doe/Doej).

## How do I renew an item online?

- Log in to your library account (see “How do I access my online library account?” above).
- You will see the item(s) you have checked out, and a "Renew" link will appear next to each item if it can be renewed.
- Click the “Renew” link next to each item. **Click ONLY ONCE. Wait for the page to update.** You will see “Renewed!” and a new due date for each item.

## What can I do with my online library account?

- See items you have checked out and their due dates
- Renew items (if they are available)
- Request to borrow items from other Catamount Library Network libraries
- Update your account information and change your password
- Create your own reading lists – share your lists or keep them private
- Change your account settings – Your Reading History is NOT being saved. If you prefer to save it, sign in to your account, click “My Privacy” tab on the left, select “Forever” (under “Your Privacy Management”) then “Save.”
- Suggest items for the library to purchase

## Have more questions?

- Email [circ@bfli.org](mailto:circ@bfli.org)
- Call 802-442-9051
- Stop in and see us. We'd be happy to help you.