Reservation of borrowed documents

Documents borrowed by other readers can be reserved. By making a reservation you enter the queue of people waiting to return the document.

Go to the library website bg.umw.edu.pl

Select the **OPAC Library catalogue**.

On Friday (13/10/20 On Triday (13/10/20 On Triday (13/10/20 On Tride WMU Libra WMU Library service	BLIOTEK WERSYTETU MEDYCZNEI WROCŁAWIU 233) the Silence Room will be ry opening hours from 02.10 25	0 90 1 open from 11:00 2023	¥ (- () 0 0
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Enter your login and password, select OK.

NOTE: the login is name.surname or library account number, the password created during registration.

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Search for the title you are interested in. Select **Display** or click on the title.



Select the Reserve item(s) option.



Select the expiration date of the reservation. This determines the length of time you are willing to wait before being able to rent the document. Select the **Reserve** option.

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The system will confirm the booking. All the most important details are located here. Pay attention to the **Queue** column.

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Five days before the end of the reservation deadline you will receive an email notification.

NOTE: Keep in mind that booking a document is not the same as ordering it.

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1.	Atlas of human anatomy / Frank H. Netter ; consulting ed. Jennifer K. Brueckner [et al.] 4th ed Philadelphia : Elsevier Saunders, cop. 2006.	Biblioteka UM Wrocław						

If you want to continue waiting - log into your account, go to the **Reservations** tab and extend the validity of your reservation.

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If you get an email like the one below, it means that another reader has returned the document. You can now (as the first person in line) send the order or cancel it. You have two days to do so.

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cop. 2006.	Nr inw.: 16 00826021
jest już do dyspozycji - wyślij zamówienie lub zrezygnuj z zamówienia do dnia <mark>06/11/2023</mark> . Notice in English	
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is available sent your request or cancel it up to the day 06/11/2023.

Log in to your account and go to the **Requests** tab.

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Specify where to pick up your order and accept the selection.



Select the document and **Confirm Request**.



You will receive an email notification if the book is ready for pickup. You have 7 business days to pick up your order. If you fail to do so, the system will temporarily block your library account, you will lose the ability to order more books. If you are unable to pick up the document by the deadline, report to the library to cancel your order. This will avoid the temporary blocking of your account.