

# Requesting Items From Other School Libraries

The screenshot displays the BLS School Library Consortium website for John F. Kennedy High School. The page features a search interface with a search bar and a 'Log In' button circled in red in the top right corner. The search interface includes a 'Find' search bar, a 'Reset All' button, and five search filters: Keyword, Title, Author, Subject, and Series. Below these filters is a 'Narrow your search to...' section with a 'Show Less' button. The filters are set to: Location: John F. Kennedy High School, Material Type: Any Type, Reading Level: From [ ] to [ ], Interest Level: From Unlimited to Unlimited, and Reading Programs: Unlimited. The page also includes a sidebar with 'Library Search' and 'Español' options, and a footer with copyright information: ©2002-2016 Follett School Solutions, Inc. 14\_0\_0\_AU2 12/28/2016 1:26 PM EST.

First, ask your librarian if have been granted access to place holds by yourself. If you have access, proceed below. If you are not able to place holds yourself, ask your librarian to a place a hold for you.

**Step 1: Login** to your account.

Library Search

- Destiny Quest
- Destiny Discover
- Digital Resources
- Resource Lists

Español

### Log in Using...

**BELS Google Sign On**

Don't have an account for BELS Google Sign On? [Log in using Destiny](#)

**Step 2: Choose to login with **Google** or with **Destiny**. If you are not sure if your school is set up with Google Sign On ask your librarian.**



Library Search

Destiny Quest

Destiny Discover

Digital Resources

Resource Lists

Español

User Name:

Password:


**Step 2: Enter your User Name and Password.**

**Step 3: Click the Login button.**



One account. All of Google.

Sign in with your Google Account

  
  
[Find my account](#)

[Create account](#)

One Google Account for everything Google



**Step 2a: If your school is set up with Google Sign On just login with your student Google login.**

**BELS** School Library Consortium  
Elmwood Park Middle/High School  
Catalog

Library Search

Library Search  
Destiny Quest  
Destiny Discover  
Resource Lists

Top 10

Find  [Reset All](#)

[Keyword](#) [Title](#) [Author](#) [Subject](#) [Series](#)

Narrow your search to... [Show Less](#)

Location

Material type

Reading Level From  to

Interest Level From  to  [?](#)

Basic Power Visual Copy Categories

How do I... ?




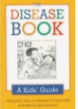




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Step 4: Enter a **search term** in the box- just like you would for Google.

Step 5: Change the **Location** using the drop down menu to **BELS Consortium**.

Step 6: Hit **Enter** to **Keyword** search OR use the **Title**, **Author**, **Subject**, or **Series** buttons.

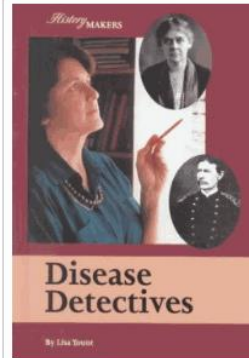
- Export Titles
- Titlewave
- Update Titles
- Update Copies
- Search Setup

	Series: Health reference series Published 2009	<a href="#">Details</a>	
	Call #: 616.925 BER Berger, Melvin. Location: Juvenile Non-Fiction Series: Scientists at work Published 1978	<a href="#">Details</a>	No local copies 1 of 1 available off-site <a href="#">Add to This List</a>
	Call #: 614.4 WOL Wolfe, Louis. Location: Juvenile Non-Fiction Published 1979	<a href="#">Details</a>	No local copies 1 of 1 available off-site <a href="#">Add to This List</a>
	Call #: 616 HYD Hyde, Margaret O. (Margaret Oldroyd), 1917- Location: Juvenile Non-Fiction Published 1997	<a href="#">Details</a>	2 of 2 available locally 3 of 3 available off-site <a href="#">Add to This List</a>
	Call #: 614.4 YOU Yount, Lisa. Location: Juvenile Non-Fiction Series: History makers Published 2001	<a href="#">Details</a>	No local copies 2 of 2 available off-site <a href="#">Add to This List</a>
	Call #: 610.9 CAR Cartwright, Frederick Fox. Location: Juvenile Non-Fiction Published 1972	<a href="#">Details</a>	1 of 1 available locally No off-site copies <a href="#">Add to This List</a>
	Call #: 920 AAS Aaseng, Nathan. Location: Juvenile Non-Fiction Series: Nobel Prize winners Published 1987	<a href="#">Details</a>	No local copies 2 of 2 available off-site <a href="#">Add to This List</a>
	Call #: 973.7 FLE Fleming, Thomas J. Location: Adult Non-Fiction Published 2013	<a href="#">Details</a>	No local copies 1 of 1 available off-site <a href="#">Add to This List</a>
	Coronary heart disease : the facts	<a href="#">Details</a>	No local copies

**Step 7: Click on a book title for more info or see the entire library system's available copies at the right.**

## Library Search

Destiny Quest  
Destiny Discover  
Resource Lists

**Disease detectives**

by Lisa Yount.  
(Series: History makers)

Call #: 614.4 YOU

There are no local copies of this title.  
Off-site copies available: 2 of 2. [See all...](#)

How do I... ?  
Title Details Reviews Copies

Hold It



Selected List: My Personal List [Add to This List](#)

[Explore!](#) | [Publication Info](#) | [Additional Info](#)

Show Less ▲

**Explore!**

- [Epidemiology -- Research -- History](#)
- [Epidemics -- History](#) [Find It](#)
- [Epidemiology -- History](#)
- [Diseases -- History](#) [Find It](#)
- [Booklist 2001/01/01](#) [Find It](#)

**Step 8: In the Title Details tab click the Hold It! Button.**

**Your school librarian will request the item from the lending library and hold the item for you for pick up.**