

How To

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How To

[Requests / Holds](#)

Request a Hold

- Search the catalogue for the item(s) you would like.
- Select **Request It**. **NOTE:** only physical items owned by McMaster Libraries can be placed on hold.
- Log in to your library account.
- Click **Submit**.

View and Update your Holds

- Log in to your library account.
- Click **Holds**.
- To cancel a hold, select the item(s) to remove, and click **Cancel Selected**.

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[Bookings](#)

To view or update media or equipment bookings:

- Log in to your library account.
- Select **Bookings**.
- To cancel a booking, select the item(s) to remove and click **Cancel Selected**.

Video/film bookings must be made through [Video Booking](#).

Equipment bookings must be made through [Campus Classroom Technologies](#).

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[Additional Actions](#)

Additional actions:



Permanent Link

Add to Folder: add an item(s) to your folder to come back to later. **NOTE:** My Folder only saves items for a single logged in session.

Email: Email this item record to yourself or someone else.

RefWorks: Export the citation for this item to RefWorks.

EndNote: Export the citation for this item to EndNote.

Share: share this item record on social media or via email.

Permanent Link: See/copy the permalink for this item record.

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