



## MCLINC Mobile is here!

<http://spica.mclinc.org/mobile>



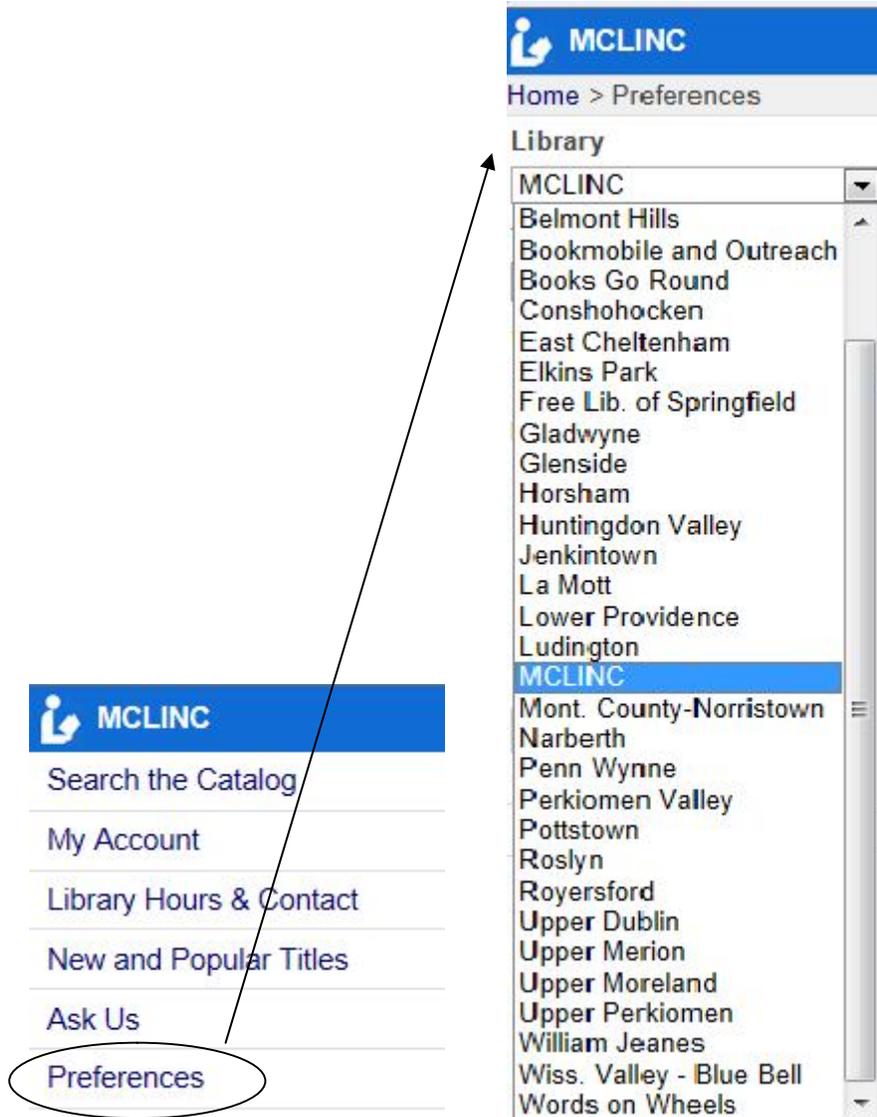
## MCLINC Mobile User Guide

MCLINC Mobile provides a simple interface to the online catalog that has been optimized for mobile devices. To access our mobile site go to <http://spica.mclinc.org/mobile>.

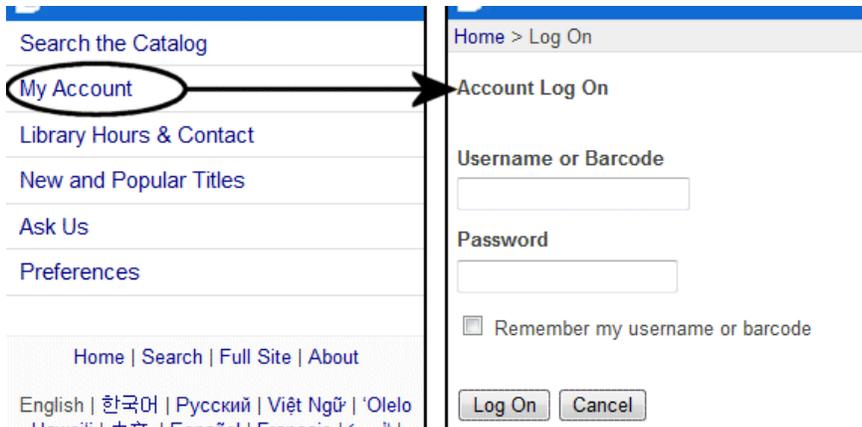
Basic functions are available directly from the home page.

<a href="#">Search the Catalog</a>
<a href="#">My Account</a>
<a href="#">Library Hours &amp; Contact</a>
<a href="#">New and Popular Titles</a>
<a href="#">Ask Us</a>
<a href="#">Preferences</a>
<a href="#">Home</a>   <a href="#">Search</a>   <a href="#">Full Site</a>   <a href="#">About</a>

On the **Preferences** page you can set which links appear on the home page, as well as other preferences. These settings persist from session to session for one year, so that common selections are already made when you connect. To change your home branch for login: go to Preferences > Library and select from the drop down list.



MCLINC Mobile users must log on to their patron accounts to place hold requests or access account information. Our mobile site accepts usernames or library barcodes. If you do not have a username, click the link to create one. If you have forgotten your password, click the *Forgot Password* link to retrieve it.

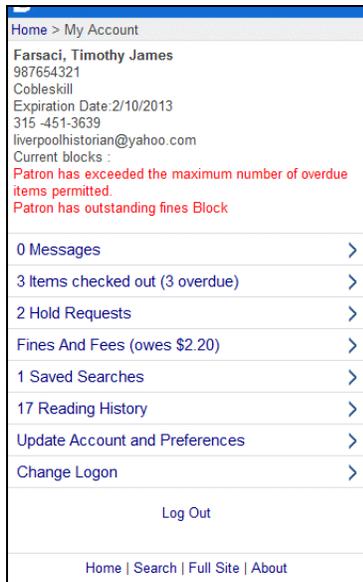


Once logged on, you remain logged on until you deliberately log out, disconnect from our mobile site, or are inactive for 20 minutes. While logged on, a **Log Out** link is available on every page.

The **Remember me** check box is available on the log-in screen by default. When you check this box and log on, the username or barcode you entered is preserved from session to session by a cookie on your mobile device. The next time you connect to MCLINC Mobile and choose to log on, the information is already filled in. The cookie expires after one month. You must always enter the password, and can choose to clear the **Remember me** check box.

**Note:** Some browsers may retain the user name or barcode regardless of the MCLINC Mobile **Remember me** feature, depending on auto-save, auto-fill or other settings in the browser.

Click **My Account** to view your account summary page.



The **Items Out** page lists all items currently checked out to you. When you click an item in the Items Out list, detailed information about the item is displayed. To renew items select the appropriate check box(es) and click **Renew**. If the renewal is allowed, a message with the new due date appears. If the renewal fails, an appropriate message appears.

Home > My Account > Items Out (4 Items)

<input type="checkbox"/> Lucky you : a novel Due: 7/6/2010 
<input type="checkbox"/> Ham on rye : a novel Due: 7/8/2010 
<input type="checkbox"/> Rum punch Due: 7/8/2010 
<input type="checkbox"/> Glitz. Due: 7/29/2010 

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[Log Out](#)

[Home](#) | [Search](#) | [Full Site](#) | [About](#)

The **Hold Requests** page lists your hold requests. When you click a title in the Hold Requests list, detailed information about the request is displayed. You may also cancel, suspend, or reactivate a request with the appropriate status from this detail page.

Home > My Account > Hold Requests (8 Items)

Sort by: **Status**

Title	Hold Position
<input type="checkbox"/> <b>Dragons</b> Active ( since 6/24/2010 )	1 Of 1
<input type="checkbox"/> <b>Dragons : a pop-up book of fantastic adventures</b> Active ( since 6/24/2010 )	1 Of 1
Sunlight here I am : interviews and encounters, 1963-1993 Expired	
Tony Hillerman : a critical companion Expired	
Hollywood : a novel Expired	

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[Next](#)

Home > My Account > Hold Requests > Hold Request

**Title**  
Dragons : a pop-up book of fantastic adventures 

**Author:**  
Moseley, Keith.

**ISBN/ISSN:**  
9780810949003 :

**Status:**  
Active [6/24/2010 ]

**Pick Up Library:**  
Community Library (Cobleskill)

**Activation Date:**  
6/24/2010

**Expiration Date:**  
7/6/2010

**Format:**  
Book

**Tracking number:**

**Process:**  
First available copy.

[Back to List](#)

The **Fines and Fees** page summarizes fines and fees on your account. When you click an item in the Fines and Fees List, detailed information about the transaction is displayed.

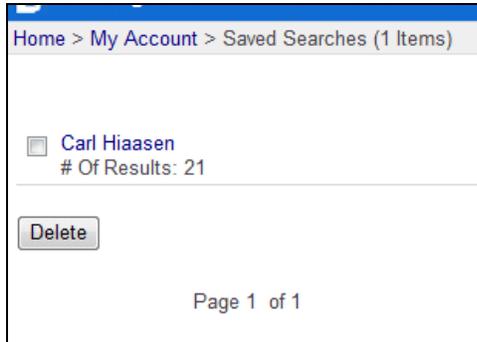
Home > My Account > Fines And Fees (1 Items)

Type	Reason	Balance
Charge 8/6/2010	Overdue Item	\$2.20
<b>Charges:</b> \$2.20	<b>Deposits:</b> \$0.00	<b>Credits:</b> \$0.00

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[Log Out](#)

The **Saved Searches** page shows your saved searches, if you have created them in the regular online catalog. You can select saved searches and delete them from this page. When you click on a saved search name, the details are displayed. You can edit the name, notes, notification e-mail address and format, frequency, and number of times to run the search, and save the settings.



The **Reading History** page shows your reading history, only if you have already turned this option on for your account. When you click a title in the reading history, detailed information about the title is displayed.



The **Update Account** page is available for you to request updates to your account. Your update request is forwarded to a librarian at your home library.

The screenshot shows a web browser window with the URL <http://spica.m...> and a tab titled "Update Account - MC...". The browser's menu bar includes "File", "Edit", "View", "Favorites", "Tools", and "Help". The page header features the MCLINC logo and a breadcrumb trail: "Home > My Account > Update Account". Below the header, the text "Please verify your contact information" is displayed. The form contains the following fields and options:

- Address Type:** A dropdown menu set to "Primary" and a "Go" button.
- Street one:** A text input field containing "P.O. Box 175ABC".
- Street two:** An empty text input field.
- City:** A text input field containing "NORRISTOWN".
- State/Province:** A dropdown menu set to "PA".
- Postal Code:** A text input field containing "19401".
- Zip plus four:** An empty text input field.
- County:** A text input field containing "MONTGOMERY".
- Country:** A text input field containing "USA".

Below the address fields, there is a section for "Update Preferences" with a "Submit Change Request" button. At the bottom of the form area, there are links for "Back" and "Log Out". The footer of the page contains navigation links: "Home | Search | Full Site | About".

The **Update Account** page also offers a link to update preferences. These options can include e-mail address, phone number and mobile number, the ability to start and stop the reading history, e-mail format, preferred language, and preferred notification method.

The screenshot shows a web browser window with the URL <http://spica.m...> and the page title "Update Account - MC...". The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The page header features the MCLINC logo and a breadcrumb trail: Home > My Account > Preferences > Preferences. The main content area contains the following sections:

- Email address:** A text input field containing "mphillips@mclinc.org".
- Alt.Email address:** An empty text input field.
- Phone number:** A text input field containing "610-238-0580" with a note "(used by the library to contact you)".
- Mobile number:** Three separate text input fields for digits, with a note "(for TXT messages only)".
- Carrier:** A dropdown menu currently showing "<Select a carrier>".
- Maintain reading list:** A checked checkbox.
- Send e-mail notices in:** Two radio button options: "Basic, Plain text" (selected) and "Full, HTML format".
- Language preference:** A dropdown menu currently showing "English".
- Preferences to receive library notices:** A dropdown menu currently showing "Email Address".

At the bottom of the form is a "Submit Change Request" button. Below the form are links for "Back" and "Log Out". The footer contains navigation links: Home | Search | Full Site | About.

For more information about our Mobile Service, please contact your local [MCLINC library](#).

*Last Revised: October 25, 2011*