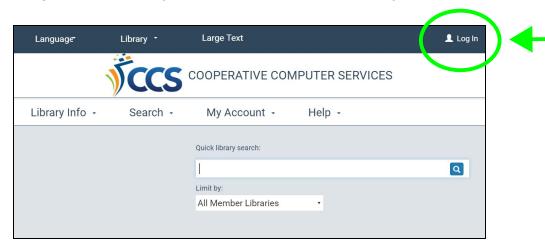


PowerPAC Online Catalog: Logging In

1. Click **Log In** in the upper-right hand corner of the online catalog (called the PowerPAC).



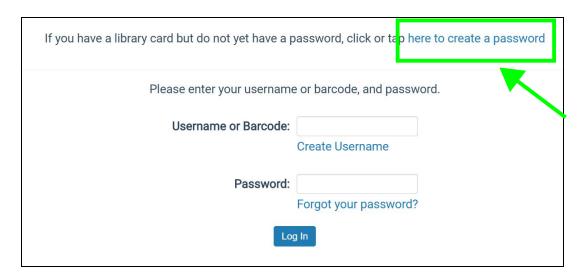
- 2. Enter your library card barcode number.
- 3. Enter your password.
- 4. Click Log In.



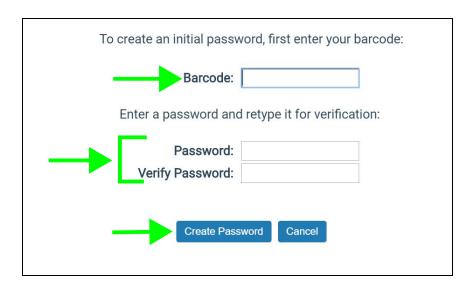


Create a Password

- 1. Click **Log In** in the upper-right hand corner of the online catalog.
- 2. Click on the link labelled, Click or tap here to create a password.



- 3. Enter your library card barcode number.
- 4. Type in your desired password in the first field.
 - a. The password must be a minimum of 4 characters.
 - b. The password may contain letters or numbers, but no special characters or spaces.
- 5. Type the password a second time to verify.
- 6. Click Create Password.





Create a Username

- 1. Click **Log In** in the upper-right hand corner of the online catalog.
- 2. Click on the link labelled, Create Username.



- 3. Enter your library card barcode number and password.
- 4. Click Next Step.



- 5. Click the **checkbox** next to the Change Username heading.
- 6. Type in your desired username.
 - a. The username must be a minimum of four characters.
 - b. The username must begin with a letter.
 - c. The username must be unique. If that username is currently in use by another patron, you will be prompted to create a different username.

PowerPAC: Logging In



- 7. Type the username a second time to verify.
- 8. Scroll to the bottom of the section and click **Save** to save the changes.



Forgot Password

- 1. Click **Log In** in the upper-right hand corner of the online catalog.
- 2. Click on the link labelled, Forgot your password?.



3. Enter your username or library card barcode number.



- 4. A temporary password will be sent to the email address in your library record.
 - a. If you do not have an email address on file, please contact your local library and staff can reset your password.