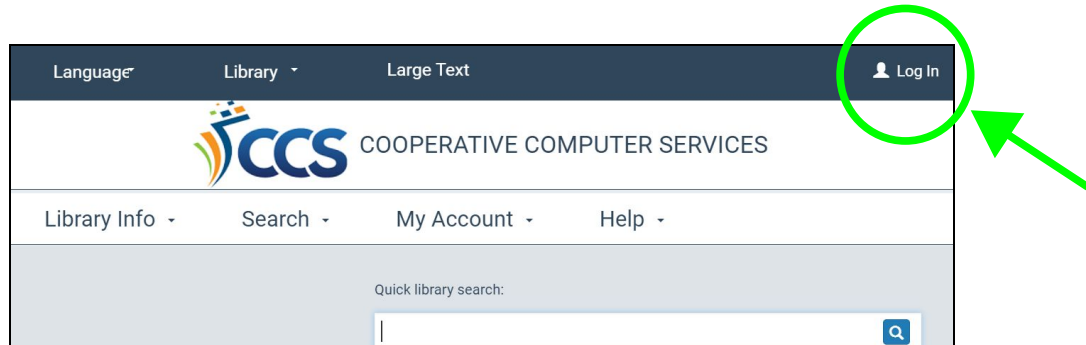# PowerPAC Online Catalog:
My Account

This document highlights some features of your online library catalog account. To access your account, click **Log In** in the upper-right hand corner. Log in using your library card barcode number or username and your password.

Use the **Navigation Pane** on the left-hand side of the screen to access different parts of your account. The bolded portion of the navigation pane displays important account information.
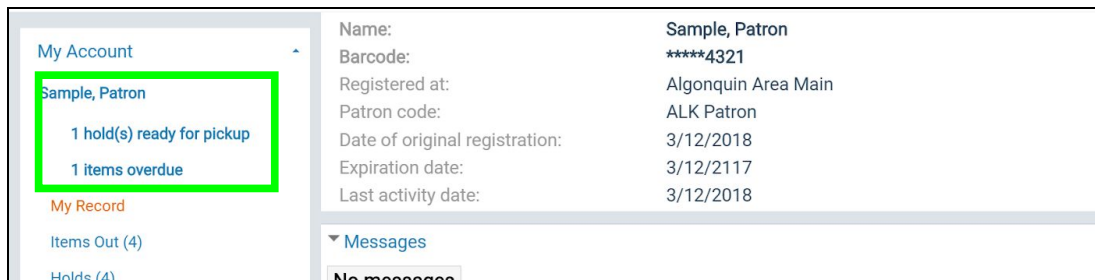
The **My Record** section contains your account information, including contact information. Click on the section headings to expand any area. Don't forget to click **Save** at the bottom of the section if you make any changes.
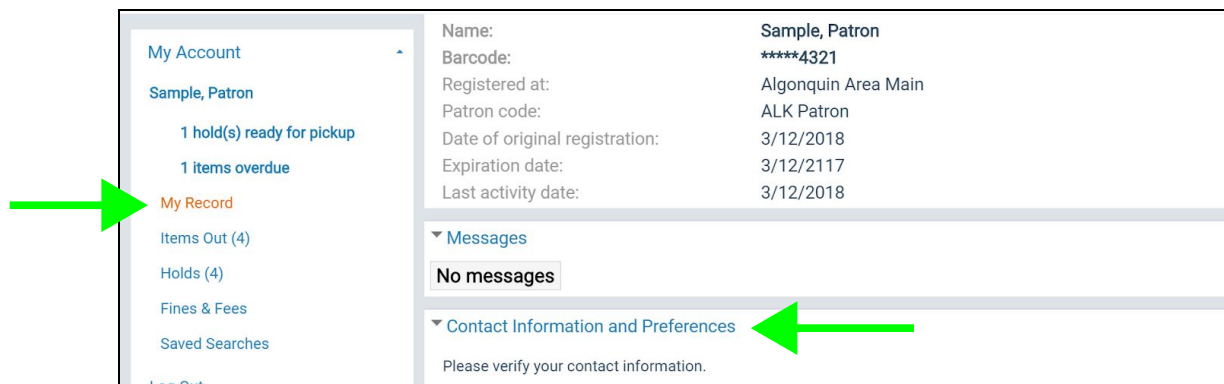
The **Items Out** page displays titles that are currently checked out to you. Click on the **"i"** icon next to the title to see more detailed information about your checkout.

Estimate Overdue Fines allows you to select a date in the future and estimate what your fines may be if the item(s) are returned on that date.

Renew eligible items by clicking on the **checkbox** next to the title and then clicking on **Renew Selected Items**. Selecting **Renew All Items** will try renewing all eligible items checked out to you.

The **Holds** page displays titles you have requested. If a hold is available for you, it will display as Ready for Pickup. Clicking the **"i"** icon next to a title displays more detailed information about your hold. If a hold is ready for pickup, this is where the "pickup by date" will be displayed.

If you are no longer interested in a hold, you may cancel it by clicking the **checkbox** next to the title and selecting **Cancel Selected**. Click **Submit** to confirm. A cancelled hold will display in your record for 3 months in case you would like to re-place the hold. Please note that you are not able to cancel holds that are ready for pickup or are being shipped to you for pickup.