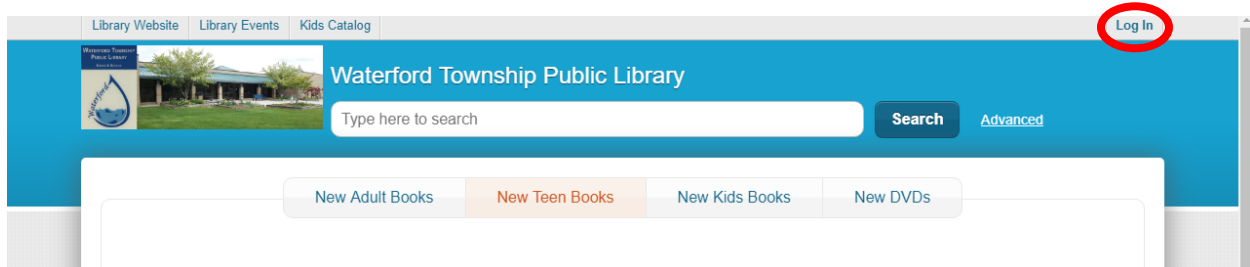


Patrons have the option of receiving coming due and hold pick up notifications via SMS text messaging. Library staff can opt you into this service, or you can sign up for this service through the Discovery Catalog. **Please note that SMS text notifications may not start for up to 24- hours after you have opted into the service.**

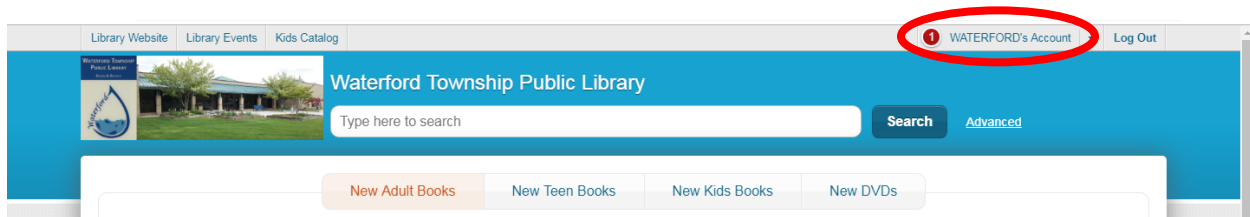
1. Bring up the library’s online catalog in your browser by going to <https://catalog.tln.lib.mi.us>
2. Select the “Log In” link, located in the upper right-hand portion of the window.



3. You will be prompted to sign in with your library card number and PIN. You may also use your EZ username and EZ PIN, if you created one. Be sure to enter your library card number without any spaces between the numbers.

A screenshot of the library login form. The form is titled 'Log In to your Account' and includes a close button (X). It prompts the user to 'Log in with your Library Card Number (No spaces) or EZ Login'. There are two input fields: 'Library Card Number or EZ Username' with the value '29064XXXXXXXXXX' and 'PIN or EZ Password' with masked characters '****'. A blue 'Log In' button is positioned below the fields. At the bottom, there is a link that says 'Forgot your EZ password?'.

4. You will be redirected to the main page of the Discovery catalog and a link saying “XXXX’s Account” will appear in the upper right-hand corner of the window, next to the “Log Out” link. Select the link bearing your name to bring up your account summary.



5. With the “Account Summary” window now open, select the “Opt-In & Notifications” link from the “Summary” menu, located on the left side of the window.

Library Website Library Events Kids Catalog WATERFORD's Account Log Out

Waterford Township Public Library

Type here to search Search Advanced

WATERFORD's Account (Log Out) Status: Good

Account Summary Account Activity Recommendations Saved Lists Saved Searches

Summary
Contact Information
Library PIN
EZ Login
Opt-In & Notifications

Print Account Summary

TRAINING WATERFORD

Contact Information Change Contact Info
5168 CIVIC CENTER DR
WATERFORD, MI 48329

Library Card or ID Change Library PIN

6. Under “Text Messages & Notifications,” select the light blue “Change Contact Info” link.

WATERFORD's Account (Log Out) Status: Good

Account Summary Account Activity Recommendations Saved Lists Saved Searches

Summary
Contact Information
Library PIN
EZ Login
Opt-In & Notifications

Loan History Opt-In

Loan History
 Save my loan history.

Text & Email Notifications

Current email address and phone and carrier information is required to receive email and/or SMS notifications. Please review and update your contact information if you wish to receive these notices.

Contact Information **Change Contact Info**
Email:
Phone Number:
Carrier: Home

Borrower Notifications

Receive notifications for your items on hold and due date reminders.

Notices	SMS
Due date reminders	<input type="checkbox"/>
Items on hold	<input type="checkbox"/>

7. Update or add the following information: email, phone number, and phone provider (carrier) and select the “Save” button, located at the bottom of the window. When your information has been saved, select the “Opt-In & Notifications” link from the “Summary” menu, located on the left side of the window.

Account Summary Account Activity Recommendations Saved Lists Saved Searches

Summary
Contact Information
 Library PIN
 EZ Login
 Opt-In & Notifications

Edit Your Contact Information

Address
 5168 CIVIC CENTER DR

Address

City: WATERFORD State: MI ZIP Code: 48329

Email
 youremailaddress@gmail.com

Cell Number
 248-555-1342 Alternate Phone Number

Carrier
 Verizon Language Preference

My Branch
 Waterford Township Public Library

Save Cancel

8. Under “Text & Email Notifications” is an area labelled “Borrower Notifications.” Check the light gray SMS box for each notice you want to receive to your cell phone and select the “Save” button at the bottom of the window. You will be alerted that your account has been updated.

Contact Information
 Library PIN
 EZ Login
Opt-In & Notifications

Loan History
 Save my loan history.

Text & Email Notifications

Current email address and phone and carrier information is required to receive email and/or SMS notifications. Please review and update your contact information if you wish to receive these notices.

Contact Information [Change Contact Info](#)
 Email: youremailaddress@gmail.com
 Phone Number: 248-555-1342
 Carrier: Verizon

Borrower Notifications
 Receive notifications for your items on hold and due date reminders.

Notices

Due date reminders **SMS**

Items on hold

Receipts

You can now receive Checkout and Renewal receipts via email. By opting in, you will automatically receive email receipts at the email address in your library account for all Checkout and Renewal activity.

Save Cancel