THE LEARNING RESOURCE CENTRE

How to renew book online

http://libcat.newcastle.edu.my
Patrons may renew book/s online using Library Catalogue or Self-Loan Station.

To avoid any fines, renewals must be done ON or BEFORE the due date.

Attention!

Renewal online will be failed if:

1. The book is already OVERDUE. Make sure renewal online before the due date.
2. The book is RESERVED by another library patron.
The Steps:

1. Go to http://libcat.newcastle.edu.my
2. On the page, at Library Account, key-in your **Library ID** & **Password**.

**Note:** If you encountered invalid password, please refer to library staff to retrieve your password.
3. After login, you can see your Account Summary on the left hand side.
From the **Account Summary**, you may know:

- How many book/s that you have borrowed.
- How many book/s that you have borrowed is/are overdue.
- How many book/s that you have reserved is/are readily to be picked up.
- How much is your overdue fines with the library.
4. When you click at **My Account** icon, this page will be on displayed.

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**Miss Norasikin Repan**

I lost my card

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### Showing 1 to 3 of 3

<table>
<thead>
<tr>
<th>Select for renewal</th>
<th>Title</th>
<th>Check-out Date</th>
<th>Due Date</th>
<th>Status</th>
<th>Last Notice</th>
<th>Times Renewed</th>
</tr>
</thead>
</table>

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Renew  Select All  Clear All  Export
5. To renew your book/s, click at **CHECKED OUT**
6. List of books that you've borrowed will be displayed, select the book that you want to renew by tick at the box, then click **RENEW**

Miss Norasikin Repan

![Book list with renewal options](image-url)

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<th>Times Renewed</th>
</tr>
</thead>
<tbody>
<tr>
<td>The troubled man / Henning Mankell.</td>
<td>02-05-2017 11:03</td>
<td>31-05-2017 18:33</td>
<td>Checked Out</td>
<td></td>
<td>1 of 2</td>
</tr>
</tbody>
</table>

**Renew**  
**Select All**  
**Clear All**  
**Export**
7. Once you've clicked RENEW, a notification of successful renewal will be displayed with the new due date.
End of Tutorial

You have finished the online tutorial and if you have further question, please get help from the library staff at the LRC Counter or call 07-5553852

THANK YOU!