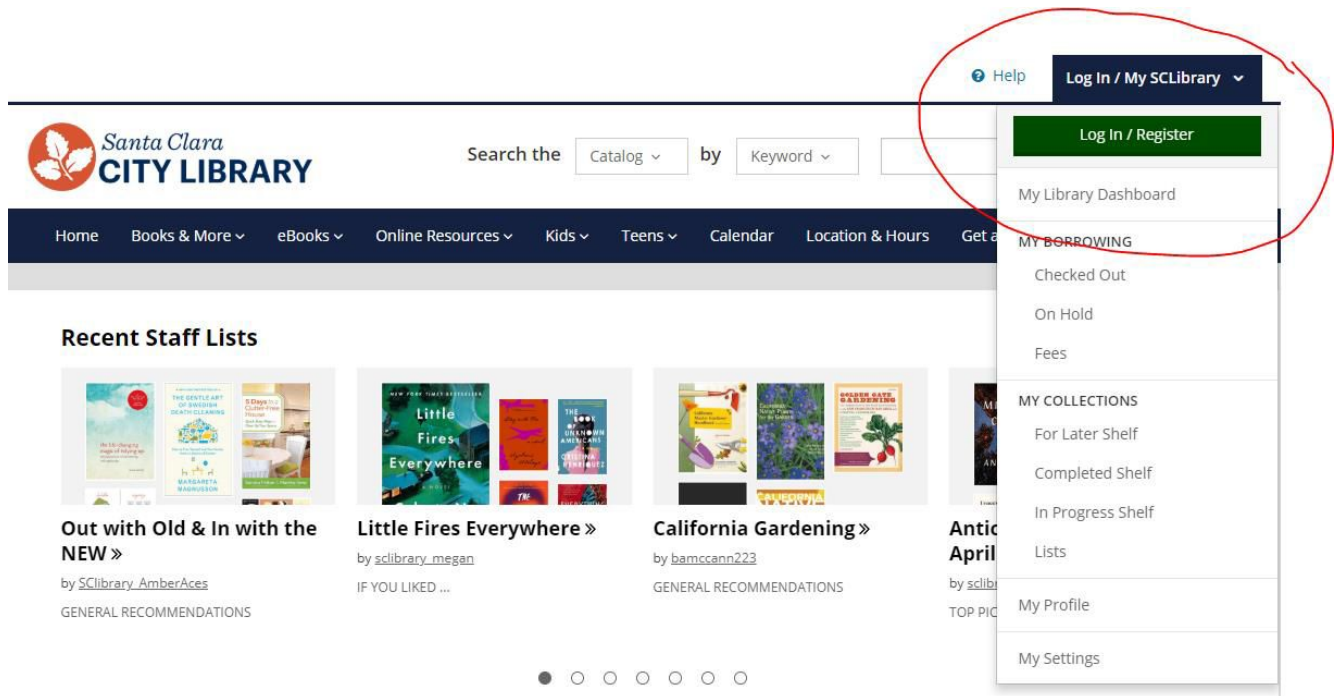
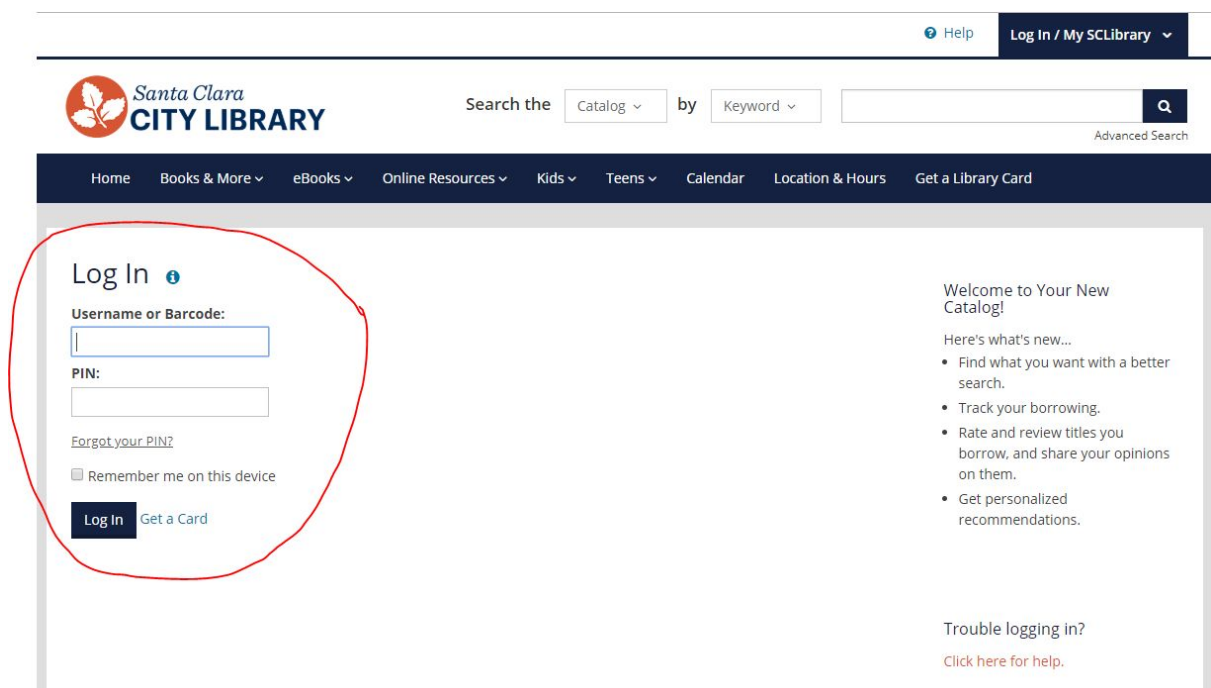


How Do I Setup an Account on Bibliocommons?

The first time you log in to the new catalog, you will need to setup an account and create a username in order to manage borrowed items, holds, renewals, and fees. To setup an account, you will need to navigate to the login page by clicking on the **Log In / My SCLibrary** button at the top-right of the website, and then the green **Log In / Register** button.



You will need to log in with your barcode and PIN and then follow the prompts that appear to go through the account setup process.



Welcome!

Let's set up your MySCLibrary catalog account. Then you'll be able to view your checkouts and due dates, renew items, place holds and more.

It will only take a minute.

[Continue to Account Setup →](#)

1 2

My Account Setup

Verify your information

The library has the following information on file for this card.

First Name

CIRC

Last Name

TESTING

Email Address

circulation@santaclaraca.gov

i You will receive reminders about your borrowing activity. The Library and its partners will not send unsolicited email using the information provided here. [More ↗](#)

Date of Birth

Apr 1989

i Your birth date is used to determine if you are a minor. It is never made public.

[See any incorrect information?](#)

[Continue →](#)

My Account Setup: Step 1

You will have to verify your name, email address, and birth date. This information is pulled from your library account. **Please note:** You do not need to provide an email address to complete registration. However, you are required to provide a birth year and month. Otherwise, your account will default to a children's account.

1
2

My Account Setup

Verify your information
The library has the following information on file for this card.

<p>First Name</p> <p>NO</p>	<p>Last Name</p> <p>INFO</p>
------------------------------------	-------------------------------------

Email Address

Date of Birth

month ▼

year ▼

[See any incorrect information?](#)

Continue →

My Account Setup: Step 2

You will then have to create a unique username. Adults have the option of typing in their own username. The username can contain up to 24 characters, including letters, numbers and underscores, but no spaces or other special characters.

1
2

My Account Setup

Create a username to complete your account setup
All fields are required

Create a Username

Terms and Conditions

I accept the following terms:

- [BiblioCommons Terms of Use](#)
- [Santa Clara City Library Use of Electronic Resources](#)

[← Back to previous step](#)

Complete Account Setup

Children under 13 must create a username by selecting options from two drop-down menus: a color and an animal. A number will be generated and added to the end of their username to ensure uniqueness.

The screenshot shows a web form titled "My Account Setup" with a progress indicator showing step 2 of 2. The main heading is "My Account Setup" followed by the instruction "Create a username to complete your account setup" and "All fields are required". Under the heading "Choose a Username", there are two dropdown menus: "Pick a Color" and "Pick an Animal". To the right of these menus is an information box stating: "Usernames are generated based on your selections. You can use your username to sign in and to make community contributions. More". Below the dropdowns is a "My username preview:" section showing the placeholder "picked color_picked animal_#". Under the heading "Terms and Conditions", there is a checkbox labeled "I accept the following terms:" with two links: "BiblioCommons Terms of Use" and "Santa Clara City Library Use of Electronic Resources". At the bottom left is a link "← Back to previous step" and at the bottom right is a dark blue button labeled "Complete Account Setup".

After creating a username, patrons will need to **check the box** to accept the Terms and Conditions and then click on **Complete Account Setup**.

Why Won't It Let Me Make the Username I Want?

Each account in BiblioCommons needs to have a unique username. Because BiblioCommons is used by many other libraries, many usernames have already been chosen. If you receive a message that says "Someone else has this username..." during Account Setup, it means that another patron at a different library has already created an account in BiblioCommons with that username.

1 2

My Account Setup

Create a username to complete your account setup
All fields are required

Create a Username

Someone else has this username...

How about this one:
circulation_0 ✓ Yes, use this one

Terms and Conditions

I accept the following terms:

- [BiblioCommons Terms of Use](#)
- [Santa Clara City Library Use of Electronic Resources](#)

[← Back to previous step](#) [Complete Account Setup](#)

What If I Forget My Username?

You can log in to their BiblioCommons account with either a barcode or username. If you forget your username, you can still use your barcode to log in.

Can I Use the Catalog Without An Account?

Yes, you can still access the catalog search features, look up item records, and view staff and user-created content including shelves and lists. Without a BiblioCommons account, you will not be able to view your checked out items, renew items, request holds, pay fees, or participate in any of the site's social features. If you would like to continue to use our Classic Catalog, you are welcome to at sccl.santaclaraca.gov/