

Dowagiac District Library

New Version of Circulation System

My Account

<http://ddl-verso.auto-graphics.com/> will now bring you to the upgraded version of the library's circulation software. You may also access your account through the library's new web site at <http://dowagiacdl.org/>.

While you can still renew your materials and reserve materials you want, the format is somewhat different. You will also be able to review your reading history in this new version.

Additional tip: For many users the saved web address no longer works, try deleting the link and adding it to your list again.

To log in to your account:

From the main screen click on My Account

Your username and password have not changed.

Additional tip: You can reset these logins by calling the library at 782-3826.

To reserve library materials:

Once you log in, you can search the catalog for materials and place reserves by clicking on the "Reserve title" tab at the top of the catalog record. Clicking on submit at the top of the pop-up box to finish your reserve. The library staff will call you when the material you reserved is available to you. Reserved items are listed under that heading in your record.

To view your record:

Click on Patron Menu at the top left of the catalog search screen. Then click on "My Account" in the left hand box to open your account options. Clicking on "My Circulation Status" will allow you to renew materials, check on reserves and review your reading history.

To renew materials

Click on the button above the due date and follow the instructions in the pop-up box. Clicking on submit in that box will renew your items.

To review your reading history

Click on "Previously checked out items" and initiate a search by clicking on the arrows next to start and end dates to select your search dates. Click on search and the list will be produced.

Please call the library if you have any problems with access at 782-3826.