



DIT Library Services: Aungier Street Library Getting Started: Your Library PIN

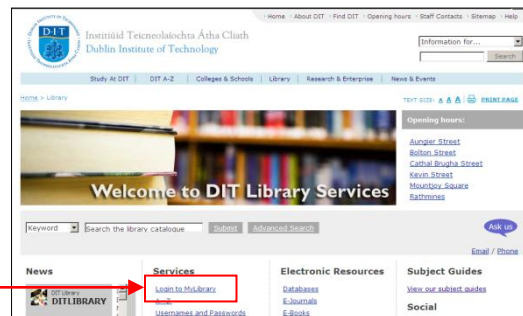


Your **Library PIN** is used for access to your MyLibrary account, for renewal of books online and for off campus access to some databases and electronic journals.

To create a Library PIN

- Go to <http://www.dit.ie/library/> and click on 'Login to MyLibrary'

Login to MyLibrary



- Enter your ID number (Student number printed on student ID card; Staff number printed on DIT ID card). Then enter whatever PIN you would like to create. The PIN can be alphanumeric.

Please enter the following information:

ID No. Staff No. or Library No. For example, type C12312312

Enter your PIN: Please enter your PERSONAL IDENTIFICATION NUMBER and 'Submit'

- Click on the **Submit** button. You will be requested to verify your created PIN twice in two separate boxes (as shown below). When this is done click on **Submit** again.

Please enter a new PIN.

Please enter the following information:

ID No. Staff No. or Library No. For example, type C12312312

Please enter a new PIN.

Enter Your PIN

Enter Your PIN Again

[? Forget Your PIN?](#)

Submit

- Your MyLibrary record will now open. When you login to MyLibrary using this PIN you will be able to place a hold/request a book on loan, see what books you currently have checked out and their due dates, check any outstanding fines, renew items online and view your 'Reading History'.

Forgotten your library PIN?

If you forget the library PIN you set up, go to <http://www.dit.ie/library/>, click on 'Login to MyLibrary' and click on the [? Forget Your PIN?](#) link at the bottom of the page.