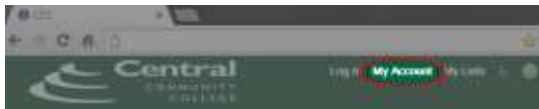


Renewing checked-out items

There are just a few brief steps to renew any items you have checked out. These steps will allow you to renew the items yourself, online. If you prefer, you can simply call the library to renew over the phone.

1. Begin at our [online catalog](#).
2. On virtually all CCC library pages, there is a **My Account** link in the top-right corner (see example).



3. You will be asked for your User ID (Library Card #) and PIN.

Your **User ID** is the letter C followed by your full 7-digit CCC ID number. For example: C0123456 or C0000123 .

Your **PIN**, unless you have changed it, is CCC .

4. Once you've logged in, click the **Checkouts** tab.
5. You will be presented with a list of all items you have checked out. You may select individual items, or use the top or bottom **Select All** checkboxes to select the entire list.
6. Click the **Renew** button, and you'll receive a confirmation page with your items' new due date. You're done!