My LIBRARY: First Login

When you access "My LIBRARY" for the first time, you will need a temporary password given.

Login

1 Go to the website of Gifu Prefectural Library.

2 Click "ログイン(Login)" of "My ライブラリ."

Change Your Temporary Password

1 Enter eight-digit number on your library card in "貸出証の番号." In "パスワード," enter the password given (four-digit number), and click "ログイン."

2 Change your password.
　・現パスワード 　：Temporary password given at the library.
　・新パスワード 　：Create your own password.
　・確認パスワード：Confirm your password again.

3 Click "更新(Submit)."

Login with Your Own Password

Enter eight-digit number on your library card in "貸出証の番号." In "パスワード," enter your own password, and click "ログイン."

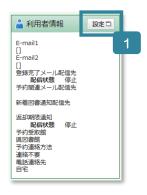1   You can see the list of the items.

借りている資料 (My Checkouts)：items that you are currently borrowing.

予約した資料 (My Holds)：items that you have placed reservations.

予約かご (My Book Bag for Reservation)：a book bag to put items to reserve.

2   You can make lists of books using our catalog.

3   You can change your account details.

4   You can set to receive catalog notification.

Manage Your Account

1　Click "設定(Setting)" of "利用者情報(Your Account)".

2　Enter your email address and select either "PC" or "携帯(mobile device)." You can register up to two email addresses.

3　Select your mailing preferences　*optional
If you would like to receive the following notifications, please choose the email address; either "PC" or "携帯(Mobile)."
【予約関連メール配信先】Reservation Notifications
【新着図書通知】Catalog Notifications
【返却期限通知】Due Date Notifications

4　Setting for reservation
【予約受取館】Where to pick up the item. You cannot change from "県図書館(Gifu Prefectural Library)".
【予約連絡方法】The way to notify you. Choose from "連絡不要(No Need to Notify)," "葉書連絡(By Post)," "電話連絡(By Phone Call)" or "メール(By Email)."
【電話連絡先】If you choose "電話連絡," please select which number we should call ; "自宅(Home)" or "携帯電話(Mobile)."

5　Click "更新(Submit)." If there is a problem, click "リセット(Reset)," or "キャンセル(Cancel)."

6　To receive confirmation email, check the checkbox and choose email address.　*optional

7　Go over what you have typed in. Click "更新(Submit)" or "修正(Go back)."