

Tips & Tricks #5: Track Your Checkout History

Have you wondered how many books you checked out in the past year? Or tried to remember what you already read some time ago?

Unless you set a preference to keep your checkout history, no one can see a record of what you have checked out using the Westchester Library System catalog of holdings.

[Note: Once set, it will keep checkouts going forward.]

TO SET THE PREFERENCE:

1. Go to the Somers Library website www.somerslibrary.org and log in to your library account with your Library Card number and pin.

2. Select the **Preferences** tab
3. Click on **Search and History**
4. Check the **Keep History** boxes, as desired
5. Be sure to click **Save**.

westchester LIBRARY SYSTEM
Empowering libraries. Empowering communities.

My Account Logout
Checked Out | On Hold | Ready for Pickup | \$0.00 Charges
OverDrive Hoopla Freeding

New Search Advanced Search Browse the Catalog
Search Keyword All Formats Somers Library Search

Account Summary Messages Items Checked Out Preferences My Lists
Personal Information Notifications Search and History My Lists

Search hits per page: 20
Preferred search location: Somers Library
Preferred pickup location: Somers Library

Keep history of checked out items?
 Keep history of holds?
 Skip warning when adding to temporary book list?

Allow others to use my account
Name of new person who can use my account:

Place Holds Pick Up Holds Check Out Items View Borrowing History

TO VIEW YOUR HISTORY:

1. Log in to your library account
2. Under the **Items Checked Out** tab, click on **Checkout History**

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CHERYL FEMMLEE My Account Logout
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New Search Advanced Search Browse the Catalog
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Account Summary Messages Items Checked Out Holds Preferences My Lists
Current Items Checked Out Checkout History

Download CSV Next

Title / Author	Checkout Date	Due Date	Date Returned	Barcode	Call Number
City spies Ponti, James,	03/22/2022	04/12/2022	03/24/2022	31009154724045	J PONTI
The Beatrice prophecy DiCamillo, Kate,	03/19/2022	04/09/2022	*	31031152042402	J DICAMILLO
Skyward Sanderson, Brandon,	03/19/2022	04/09/2022	*	31031151885546	YA SANDERSON