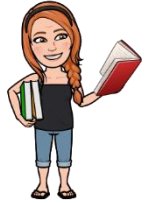
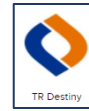


Checking out Books during Remote Learning



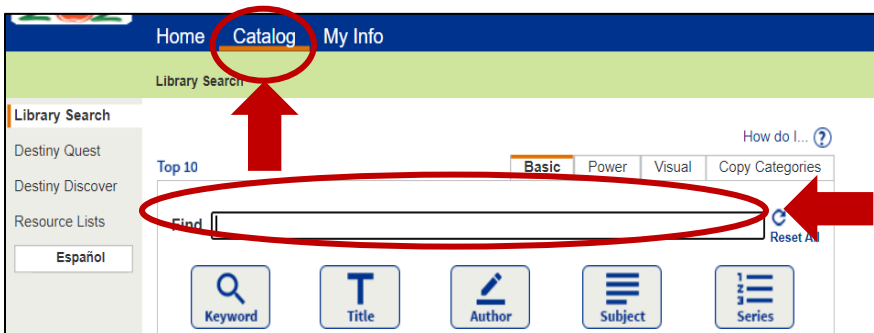
1- Navigate to [Clever](#) (TR website) to access TR Destiny.



2- Click **Log In** (top-right corner) and sign in with **ID# & Password**.

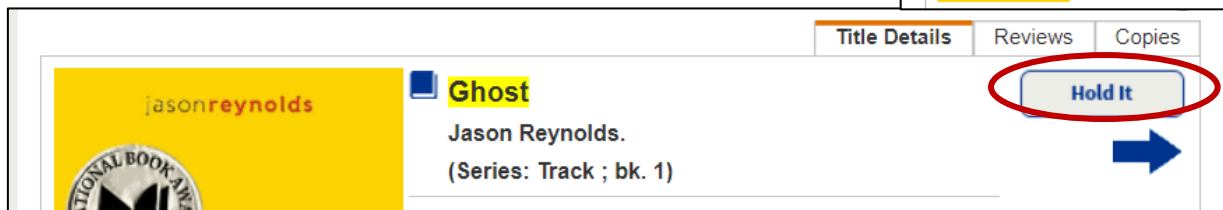
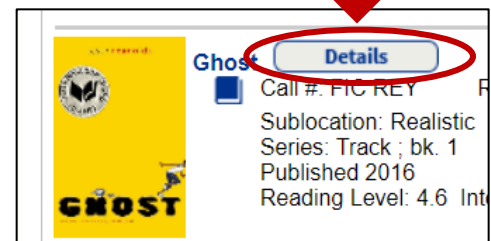


3- Click the **Catalog** tab. In **Find**, type a title, keyword, author, etc.



4- Click **Details** next to the title you want.

5 - Select **Hold It** to place the book on hold.



- If the library has available copies, you will immediately receive a message that your book is ready. This does NOT mean your book is ready yet. You will receive an email from the media specialist, Mrs. Menconi or the media clerk, Mrs. Kelliher when your book IS READY for pickup.
- After you receive the email that the book is ready, come to Timber Ridge for contactless pickup on weekdays between 8:00 a.m. and 3:30 p.m.
- A parent/guardian or student can pick up library books.
- Holds will be available for pickup at the front door vestibule for 1 week.
- Students can checkout 2 books at a time, but renewing is not available.
- Questions? Watch a tutorial at: [Checking out a Book during Remote Learning](#)