

Placing Items on your “Hot List” – Library Course Reserves

Placing reserves items on your “Hot List” allows quick and convenient access to items that you use more frequently.

Step 1: Log on to your Library Course Reserves account with your username and password at: <http://www.wmich.edu/library/reserves/>

The screenshot shows the login interface for the Library Course Reserves system. At the top, there is a header for "University Libraries" and "Library Course Reserves". Below this, a pink box prompts the user to "Please logon." and features a "Sign in" link. To the right of the sign-in link, a note states "* Indicates required field". The login form contains two input fields: "Bronco NetID or Legacy Login Name:" and "Bronco NetID or Legacy Password:", both marked with a red asterisk. Below the password field is a "Sign in" button and a link for "Trouble signing in?". A footer note provides contact information for the Resource Sharing Center: "Call the Resource Sharing Center, (269) 387-5175, Mon-Fri 8am - 5pm". On the right side of the page, there is a "Need help?" section with contact details for the Resource Sharing Dept. (269) 387-5172, Monday - Friday, 8:00 a.m. - 5:00 p.m. At the bottom left, there is a copyright notice: "Copyright © 2004 - 2007 Atlas Systems, Inc. All Rights Reserved. University Library Home | WMU Home".

Step 2: From your Main Menu, click on the desired course.

The screenshot displays the main menu and a table of reserved classes. The header includes "WESTERN MICHIGAN UNIVERSITY LIBRARIES" and a search bar. The main heading is "Library Course Reserves". On the left, there is a navigation menu with sections: "Logoff bbronco", "Main Menu", "Student Tools" (containing "My Hot List", "Search Classes", and "Search Items"), and "Ares Tools" (containing "Change User Information", "Change Password", and "My EMails"). The "Main Menu" section prompts the user to "Choose an option from the choices below." Below this is a table titled "My Classes" with the following data:

Department	Course	Name	Reserve Items
LIB	10000	tester	0
LIB	333	pickup	0
LIB	bb	bbbb	0
LIB	lib 3333	new class	1

On the right side, there is an "Alerts" section showing "No Alerts".

Step 3: Click on the box under the Hot List column to add items to your Hot List.

WESTERN MICHIGAN UNIVERSITY LIBRARIES

Library Course Reserves

- [Logoff bbronco](#)
- [Main Menu](#)
- [Student Class Tools](#)
 - ↳ [Class Home](#)
 - ↳ [XML RSS Feed](#)
 - ↳ [Chat](#)
 - ↳ [Messageboard](#)
 - ↳ [Remove Class](#)
- [Student Tools](#)
 - ↳ [My Hot List](#)
 - ↳ [Search Classes](#)
 - ↳ [Search Items](#)
- [Ares Tools](#)
 - ↳ [Change User Information](#)
 - ↳ [Change Password](#)
 - ↳ [My E-mails](#)

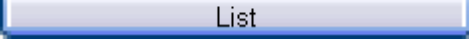
Class Details

lib 3333 new class
 Fall 2007
 GARRISON, Judy
 An Email subscription will send you emails when a new items becomes available in this course. You currently are **not** subscribed.
[Subscribe Now](#)

Click on the icon to access the reserve item

Hot List	Title	Author	Available until	UserViewed
<input type="checkbox"/>	title	author	12/15/2007	NEW

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Step 4: Then, click on the  to add the items to your hot list.

Click on the icon to access the reserve item

Hot List	Title	Author	Available until	UserViewed
<input checked="" type="checkbox"/> Added	title	author	12/15/2007	NEW

Step 5: Go back to your Main Menu, to see the Hot List displayed.

WESTERN MICHIGAN UNIVERSITY LIBRARIES

Library Course Reserves

- [Logoff bbronco](#)
- [Main Menu](#)
- [Student Tools](#)
 - ↳ [My Hot List](#)
 - ↳ [Search Classes](#)
 - ↳ [Search Items](#)
- [Ares Tools](#)
 - ↳ [Change User Information](#)
 - ↳ [Change Password](#)
 - ↳ [My E-mails](#)

Main Menu

Choose an option from the choices below.

My Hot List

Hot List	Title	Author	Department	Course
<input checked="" type="checkbox"/>	title	author	LIB	lib 3333

My Classes

Department	Course	Name	Reserve Items
LIB	10000	tester	0
LIB	333	pickup	0
LIB	bb	bbbb	0
LIB	lib 3333	new class	1

Alerts

No Alerts

Please contact lib-rsc@wmich.edu if you have any questions.