



Malta College of Arts, Science & Technology

**Library and Learning
Resource Centre**

Reserving a Library Item on Loan

Reserving a Library Item on Loan

Search for the item on the [online library catalogue](#), using any of the following:

- Simple search by entering a Keyword, Title, ISBN, or Publisher;
- Author search; or
- Advanced search.

Search MCAST Library Catalogue

Keyword / Title / ISBN / Publisher

[NEVER](#) include the article (A, An, The, Il- etc.) as the first word when searching by Title.

[Author Search](#) | [Advanced Search](#) | [EBSCO Academic Search](#) | [Emerald Search](#)




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Reserving a Library Item on Loan (2)

Click on the title of the library item required to view its details.




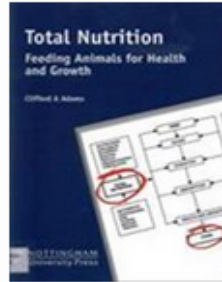
The screenshot shows the MCAST Library Catalogue search results. At the top, there is a search bar and navigation links: "New Simple Search | New Author Search | New Advanced Search | Refine Search". Below this, a message states: "The following result contains the keyword 'total nutrition'." To the right of this message is a dropdown menu showing "25". The search results list a book titled "Total nutrition : feeding animals for health and growth" by Adams, Clifford A. The title is circled in orange, and an arrow points from a label "Title" (also circled in orange) to it. To the left of the title is a small icon of three books. Below the title, the author's name is listed: "by Adams, Clifford A. (0701097676913) [030.0032]". Underneath the author's name, the section "Subject Headings" is displayed, with the heading "Animals-Nutrition" listed below it. The year "2001" is visible to the right of the title.

Reserving a Library Item on Loan (3)

- Note that only library items with a blank shelf mark or with “EL”, “F”, “FM”, “G”, “I”, “IF”, “IM”, “J”, “JM”, “K”, “KM”, “LOA”, “M” and “YO-Y4” can be reserved.
- Check the **Status** of the library item required;
- If it is on loan, you can reserve it by clicking on **Reserve**.

MCAST LIBRARY- MEWING ITEM ISBN 9781897676943

Title	Total nutrition : feeding animals for health and growth		
Author	Adams, Clifford A.		
ISBN	9781897676943	ISSN	
Edition			
Imprint	Nottingham : Nottingham University Press, 2001		
Collation	244 p.		
Series			
Notes	Bibliography and index		
Format	text 		
Dewey Code	636.0852		
Language	English		
Digital (www)	http://books.google.com/books?q=9781897676943		
Digital (Other)	Table_of_Contents_132915.pdf		



25 ▼ Some restrictions apply. Read reservations rules [here](#)

Barcode	Library	Shelf	Binding	Status	
138540	Agribusiness - Qormi		Soft bound	On Loan due back on Thu, 23 Oct 14	Reserve

[Print Page](#) | [How to Use Shelf Marks : A quick glossary](#)



Reserving a Library Item on Loan (4)

The login web page of [My Library Account](#) will appear. In order to reserve a library item you must log in into this account.

Login

Please Use the form below to log into your MCAST Library Account.

The ID Card must be a number followed by a letter, as in, 123456M, 234567G etc. (If you do not have a Maltese/Gozitan national ID number use the passport number you gave us when you registered with the library).

If you don't have an account, click here to [Create your account](#)

ID Card No.

Password

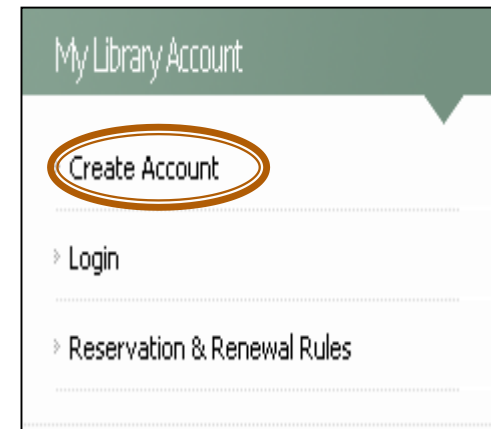
☐ Remember Me

[Forgot Password?](#)

Login

Reserving a Library Item on Loan (5)

If you haven't created your online library account yet, click on **Create Account** to do so.



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Reserving a Library Item on Loan (5)

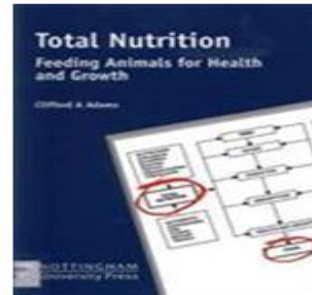
A notification that your reservation has been successful will appear.

MCAST LIBRARY - VIEWING ITEM ISBN 9781897676943

You reservation for Total nutrition : feeding animals for health and growth has been added successfully.

Save Book Details

Title	Total nutrition : feeding animals for health and growth	
Author	Adams, Clifford A.	
ISBN	9781897676943	ISSN
Edition		
Imprint	Nottingham : Nottingham University Press, 2001	
Collation	244 p.	
Series		
Notes	Bibliography and index	
Format	text 	



Reserving a Library Item on Loan (6)

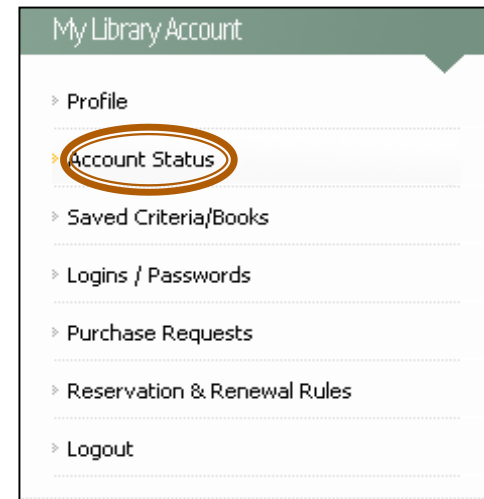
Once the library item is returned:

- It will be put aside for you to collect within a week; and
- Be notified via an email to your MCAST email account. If this is unavailable, then through an email to your personal email account, if the e-mail address you gave us on registration is a valid one.

Viewing a Reserved Library Item

➤ Viewing a reserved library item can be done through our website by logging in into [My Library Account](#).

➤ Click on **Account Status**.



Viewing a Reserved Library Item (2)

The reservation will appear at the topmost part of your online **Library Account**. The following information will appear:

Book	Reserved On	Status	Reservation Expiry	
Total nutrition : feeding animals for health and growth	16/01/2015	ACTIVE	23/01/2015	Delete

Book: Title of library item.

Reserved on: Date of reservation.

Status: **Pending** when the item is reserved and until it is returned. Once item it is returned, the status changes to **Active**.

Reservation Expiry: The date until which the item is put aside for you to collect.

Delete button: Should you like to cancel the reservation.

Reserving a Library Item on Loan

For further information and queries you can check the Reservation & Renewal Rules found under [My Library Account](#). Otherwise you can ask any of the Library staff or write to us at llrc@mcast.edu.mt.