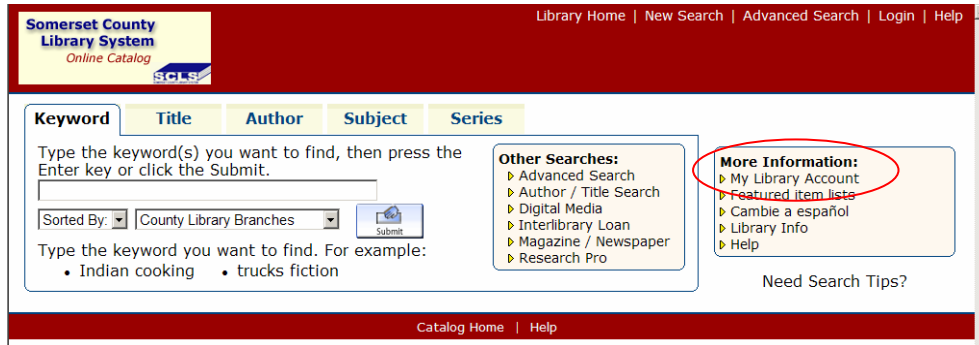
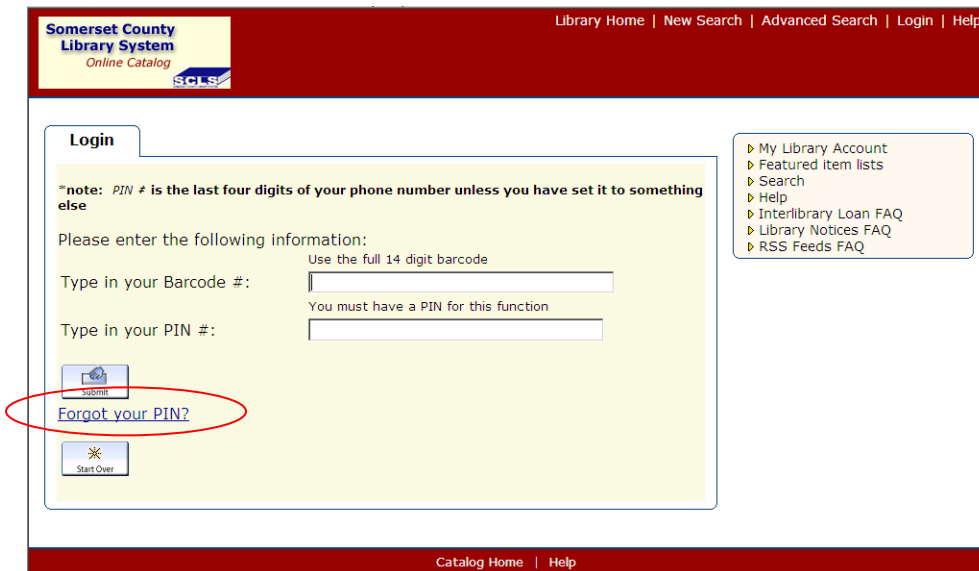


Instructions for Using the “Forgot Your PIN?” Feature

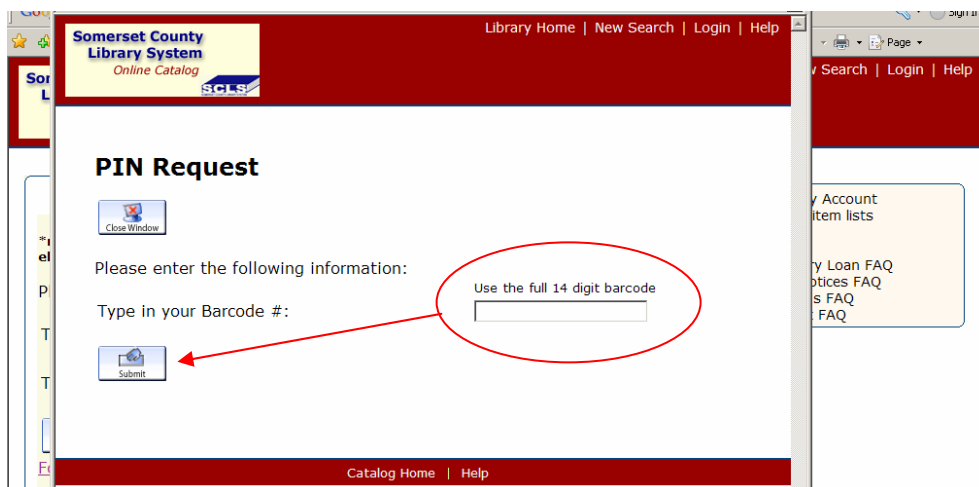
From the main catalog search screen click on “My Library Account”.



Click on “Forgot your PIN?”



Enter your barcode number and then click the “Submit” button.



This message will display:

Somerset County Library System
Online Catalog

Library Home | New Search | Advanced Search | Login | Help

A message has been sent to the email address listed in your patron record. Please follow the instructions in that message to reset your PIN. You have 3 hours to access the email message and complete the transaction. If you do not receive an email, please contact a librarian for assistance.

Start Over Close Window

Catalog Home | Help

The email message will appear in your inbox with the same “from” address as library circulation notices:

From	Subject	Date	Size
sclscirc@sclsnj.org	Request to reset your library PIN	7/24/09 2:00:57 PM	2285b
sclscirc@sclsnj.org	Library Circulation Notices	7/24/09 8:29:32 AM	2367b

Click on the link in the email to begin the process of choosing a new PIN.

CC:
Date: Fri, 24 Jul 2009 14:00:54 -0400
Subject: Request to reset your library PIN

The library received a request to allow you to reset your Personal Identification Number (PIN) used to log in. If you did not place that request, please ignore this message. Your PIN has not changed. Otherwise, please click the link below to choose a new PIN.

<http://catalog.somerset.lib.nj.us:2082/pinreset-58?info=d6677a790f2f412f152250e2ea4793aa9bf7f302a0565e93eac16e9c53260e12f67dae62e9911920>

This link is valid for 3 hours from the time of your request.

PLEASE DO NOT REPLY TO THIS EMAIL.

Enter your barcode number and a new PIN number. Enter the PIN a second time to confirm it. Click the “Submit” button.

Somerset County Library System
Online Catalog

Library Home | New Search | Login | Help

Please enter the following information:

Type in your Barcode #:

Please enter a Personal Identification Number (PIN):

Enter Your PIN:

Enter Your PIN Again:

Submit

Use the full 14 digit barcode

Catalog Home | Help

When your new PIN has been confirmed this message will display:



If the PIN you chose does not meet the requirements for a "secure" PIN you will be prompted to choose another number. You may see one of these messages indicating what you need to do differently:

