

PROBLEM WITH RENEWING?

POSSIBLE CAUSES:

1. You have already renewed your loans twice – you have to return your loans to the library and borrow them again.
2. Your loans are being requested by another student – you have to return your loans to the library. A reminder has been sent to you and the renewing is blocked – you have to return your loans to the library.
3. We advise to renew your loans just before the end of a loan period, because you are renewing the loan period only by one month. Please note, that there is an overdue fine of CZK 5 per book per day.

If you need help, don't hesitate to ask our librarians at the lending desk on the 2nd floor.

E-mail us: sluzby@k.utb.cz

Call us: [576 032 889](tel:576032889)

Comment on: [facebook.com/knihovnautb](https://www.facebook.com/knihovnautb)

I WANT
TO RENEW
MY LOANS


1. Sign in to your user account via electronic catalogue at <http://katalog.k.utb.cz>.
2. Click on **Login icon** in upper menu (on the right side). Students and employees can log in using Single Sign-On (Shibboleth login). Use your Stag credentials to login. Another possibility (for public) is to enter your ID card number (always starts with 28) and password.
3. Click on **Holds and Recalls** to see all your loan details including the due dates.
4. **Select** the loan you want to renew.
5. You can renew selected items or all items you have. Then click on **Renew**.


6. It is highly recommended to check the dates of your loans through **Checked Out Items** in your user account.

You can renew your loans twice, each time by one month only. An eventual subsequent renewal can be made by the librarian. If the book is reserved, the renewal is not possible.

If you can already see a fine for an item in your user account, you can stop it from increasing by renewing the item. However, you cannot cancel it and you should pay it during your next visit to the library.

Select Page

 **Sociální práce v praxi : specifika různých cílových skupin a práce s nimi**
Book
Due Date: 22.02.2019

 **Metody a řízení sociální práce**
by: Matoušek, Oldřich, 1947-
Book
Due Date: 22.02.2019