

<https://now.koha-ptfs.co.uk>

The catalogue includes the books and resources for all the NoW libraries. You can run a simple keyword search using the search box on the homepage. If you want to limit your search to only see the items available at your home library, select it from the 'All libraries' drop-down list next to the search box. Click the green magnifying glass/search button to run your search.



If only one result is found it will open the full record. If more than one title is found it will display a summary list. Click on a title to see more information. If you have a large number of results, try to make your search more specific. You could try just searching in the title field by clicking on the 'Library catalogue' drop-down and choosing 'Title'. You can also use the filters in the left-hand menu to reduce the number of results. There is also an Advanced search option if you want to limit your search to certain types of material or date ranges.

Requesting items

If the item is only available at another NoW library, you can place a reservation and request that it is sent to your home library for you to borrow. From the search results, click 'Place reservation'. Login to your library account. Select the library you would like to collect from and click 'Confirm reservation'. You will receive a notification when the item is available at your home library for you to collect.

Accessing e-books

You can only access the full-text of your home library's e-books. Click the link in the record and login with your NHS OpenAthens account. If you don't have an OpenAthens account, you can register [here](#).

Logging in to your account

When you register with your home library you will have an account created. You can login to the catalogue with your library barcode and your password. If you haven't yet created a password, or have forgotten it, you can set it again using the 'Forgot your password?' link. Enter your library barcode or the email address you used to register with, and you will be emailed a reset password link.

Renewing your loans

To save your time, most book loans will be automatically renewed 5 times. Books will not be automatically renewed if they have been reserved by another user, or there are problems with your account. You will receive an email to inform you whether items have successfully auto-renewed, or not.

Some books and all non-book items will not be renewed automatically. You will need to renew these by logging in to your account, or by contacting your home library. Ensure you make a note of the new due date.

Any questions?

Please contact your home library if you have any questions about searching the catalogue or using the library. Contact details can be found [here](#).

