

# Book Check-out at Columbia While School is Remote

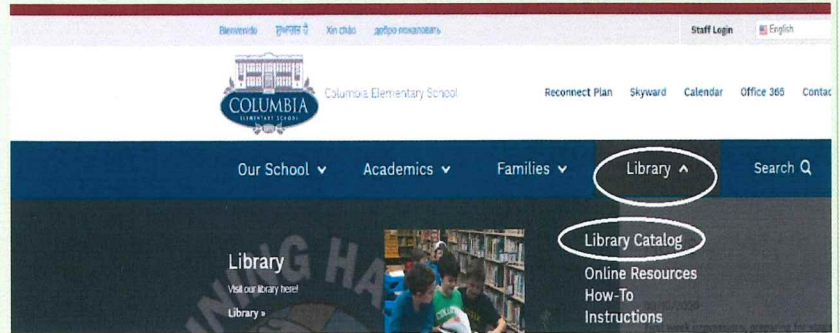
Put a book on Hold >>> Check your account >>> Pick up at Columbia on Wednesdays  
3:00-5:30 pm in the covered playshed.

Contact your librarian if you have any questions at [kirstin.copeland@bellingshamschools.org](mailto:kirstin.copeland@bellingshamschools.org).

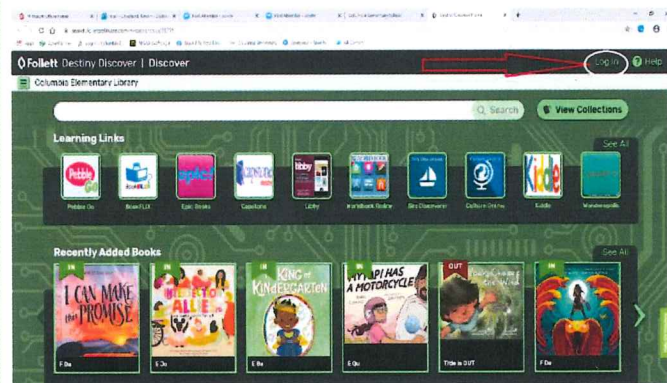
1. Go to the Columbia home page at [columbia.bellinghamschools.org](http://columbia.bellinghamschools.org)

Click on "Library"

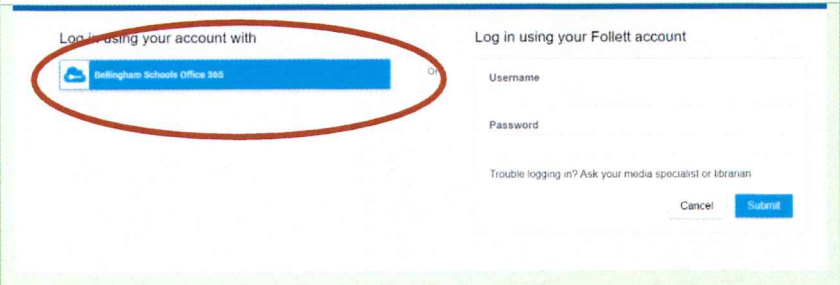
Library Catalog



2. Click log in found in the upper right corner



3. Click log in with Bellingham Schools Office 365

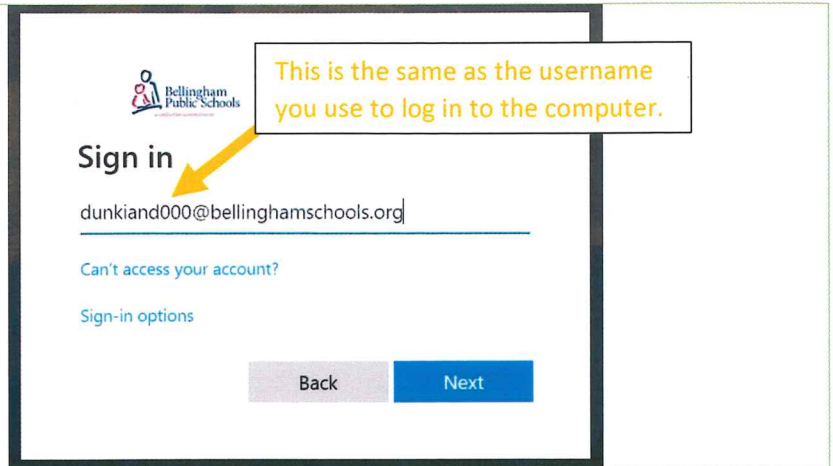


4. Enter your student email and password.

Enter your username followed by @bellingshamschools.org

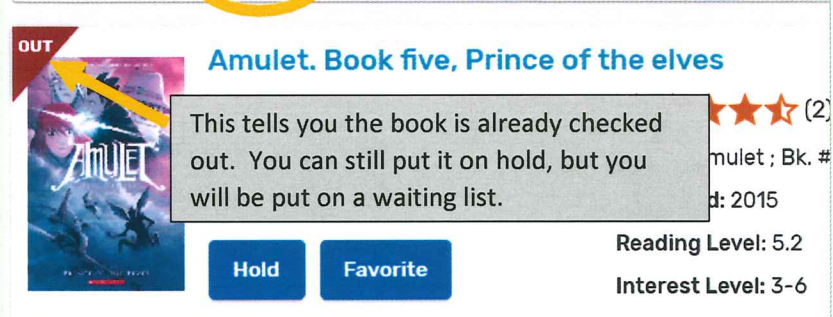
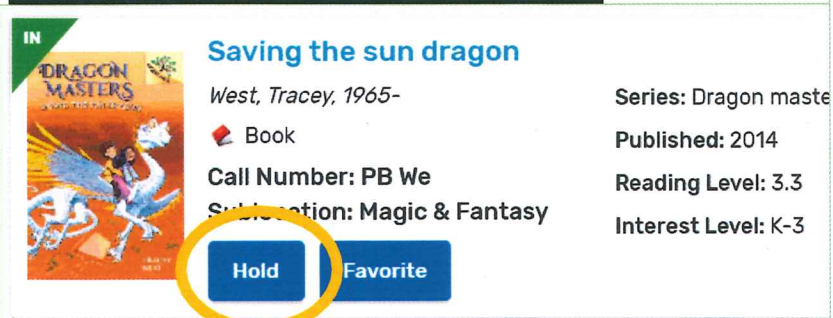
Click Next

Enter your password.  
Use the same password you use to log-in to the computer.



5. Start searching for books!

When you find a book you want to check out, click HOLD.



6. Use the three lines in the top left corner to access the main menu.

Click on "My Stuff" to check on your holds and books that are checked out to you.

