Checking account details
View details of your library account such as current loans, reservations, transaction history, details of any charges and Recent (items that have recently been added to the catalogue in your chosen area(s) of interest).

You need to be logged in to view account details.

ONLINE CATALOGUE SEARCH OPTIONS

Simple search
Use the Search box to search in all indexed fields (e.g. Author, Title) in catalogue records of all media types (e.g. Books, DVDs).

Advanced search
The Advanced search available from the Search screen allows you to restrict your searches to specific fields (e.g. Author, Title) or items of specific media types (e.g. Books, E-Books, DVDs). You can add extra search boxes by clicking the + button. This will aid the creation of complex search terms.

Guided search
The Guided Search screen allows you to quickly locate specific items, by entering details of the title, author, publication year or key-word/subject of the desired item.

Re-run searches
To re-run a search from the current session, go to the Search history page and click the link for the search. To re-run a saved search, go to the Favourites page, locate the search in the Favourite searches table and click the search title.

Did you know that you can...
• Renew your items from the library?
• Check your library loans and fines?
• Reserve items from the library?
• Request items from the library?

You can access the library catalogue in a number of ways;

1. Navigate to Moodle and login
   > The Hub
   > Libraries
   > iSearch
   > Heritage Online

2. http://heritage.blackburn.ac.uk

You will need to login with your 8 digit Reader Code (your student ID number)
8. Renewing items
To renew an item, open the Account screen and select the item required by ticking the tickbox at the right of the row, then click the Renew button.

9. Reserving items
Search for the item and in the Detailed Result screen (if there are no available copies) you will be able to reserve the next available copy by clicking the Reserve button.

10. Cancelling reservations
You can cancel reservations via the Reserved tab on the Account screen.

11. Requesting items
To request an item (from home to collect later), from the Results screen, select the item(s) required by ticking the tickbox at the left of the row, then click the Request link in the Results box (to the right of the screen) this will display the Email form. The items included in the request will be displayed below the form, (If you leave the tick boxes unticked the whole list will be requested - if you tick the tick boxes to the right of the row only the selected items will be requested). Enter your email address in the From (email address) box. You can add further details in the Message box as required. Click Send to send the request to the library.

Account Information
The following information will be displayed in the Account Information box to the right of the screen when you are logged in.

3. Name
Your name will appear as a hyperlink. Click it to open the My Account screen.

4. Loans
The number next to this is the number of items on loan. This is a hyperlink: click it to move to the Loans page. If this is in red type followed by ‘Stopped’, a loan stop is in force and you will not be able to borrow more items until this has been removed.

5. Overdue
This will only be present if you have at least 1 overdue item.

6. Reserved
The number next to this is the number of current reservations. If this is in red and followed by ‘Stopped’, a reservation stop is in force and you will not be able to reserve further items until this has been removed. Click the number to move to the Reservations page.

7. Charges
This will be present if you have library charges outstanding. The figure is a hyperlink: click it to move to the Charges pages.