The library catalogue can be used to find the books available at the HCT library. In addition to that books can be reserved and renewed.

**Step 1: To find the library catalogue:**

HCT website → HCT Library → E-services → Online Library Management System

The user should login first with his/her username and password to use all options.

**Step 2: Books Search**

Enter **title (or) author (or) publisher (or) keyword** in the **search box** and select the required field and click the ‘search’ button.

The result will be displayed for the search term as follows. Click on the title of the book to know the availability of the book for borrowing.
To reserve the library book for borrowing

Click on the title of the book. The book details will appear. It will show the number of copies and availability status of the selected title for borrowing. Just click the ‘Reserve’ button to reserve the book.

The following message will appear after the successful reservation:

“The book successfully reserved. The reservation is valid up to ________”. The reservation is valid for three days only. Books should be borrowed within three days.

Online Renewal

Borrowed books can be renewed online. Renewal is allowed only for two times.

Step 1: To find the library catalogue:

HCT website -> HCT Library -> E-services -> Online Library Management System

The user should login first with his/her username and password.

Step 2:
After login, click the ‘Renew Book’ option.
The following screen will appear where we have to click “Renew” option to renew the book. Books will be renewed and the date for returning the library book will appear.