



## LIBRARY LOANS AND SERVICES

### BORROWING

**You can borrow up to 12 items for 3 weeks from Montpellier Méditerranée Métropole Libraries.**

Loans may be renewed once, provided the item is not overdue or on hold for another member.

Items may be returned to any Montpellier Méditerranée Métropole library location. Most locations have outdoor book drops available 24 hours.

Overdue charges:

- At 14 days overdue, a fixed fine of 2€ will apply
- At 28 days overdue, an additional fixed fine of 3€ will apply and your library membership card will be frozen

The fines apply to all items borrowed on a same day.

A replacement charge will be applied to your record for any lost, damaged or un-returned item.

### ELIBRARY

**Download eBooks, films and magazines from our eLibrary on [mediatheques.montpellier3m.fr](https://mediatheques.montpellier3m.fr)**

- 5 eBooks at a time for 3 weeks, with a maximum of 12 eBooks per month
- 1 e-reader for 3 weeks
- Newspapers or magazines
- 5 videos on demand per month
- Online learning resources (computer skills, languages, homework resources for kids, driving theory test)
- Memonum: items digitized from the library collections including rare books, early local newspapers and the Languedoc collection
- Watch the recordings of Library's events and author talks online on the library's website

### COMPUTERS AND INTERNET ACCESS

**Computer usage: a maximum of 5 hours a week, in all locations**

- Computers can be booked in advance online or on site
- Free access to the internet, online resources and databases
- Print services

Personal USB flash drives cannot be used on the library computers.





## YOUR MEMBERSHIP ACCOUNT AND ONLINE SERVICES

On the library's website [mediatheques.montpellier3m.fr](https://mediatheques.montpellier3m.fr)

### LOG IN TO YOUR ACCOUNT TO ACCESS TO YOUR BORROWING INFORMATION AND ONLINE RESOURCES AND DATABASES

To log in to “My account”, enter your library card number and PIN.

You will find your library card number under the barcode, on your library card.

**Your PIN number is:** your birthdate (DDMMYY) + the first 2 letters of your last name in capital letters. You can change it anytime you like.

### YOUR MEMBERSHIP ACCOUNT INFORMATION

#### Loans and holds

- Check your loans and the due date for each title
- Renew items
- Place a hold, on borrowed materials only
- Check your holds, your holds status and notification that your items are available
- Check the list of the eBooks you have downloaded

#### Research catalogue

- Make a search and save your selection in your Book bag

#### Digital work space

- The library computers will allow you to save your work in your personal digital work space
- Book a computer online

#### You can also:

- Recommend a title
- Write a review online on any book, film or Cd
- Get informed about new arrivals, according to your interests (crime novels, television series, etc.)