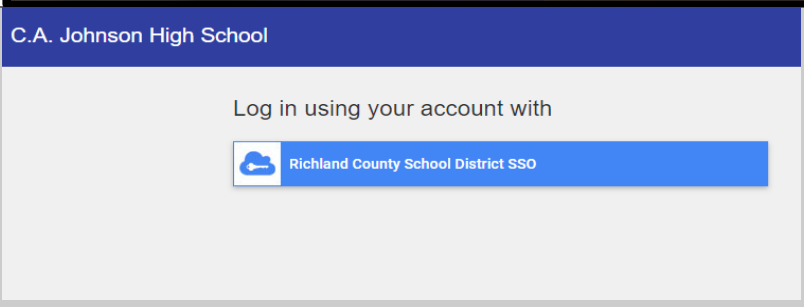
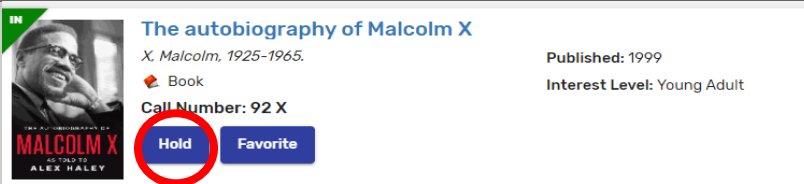
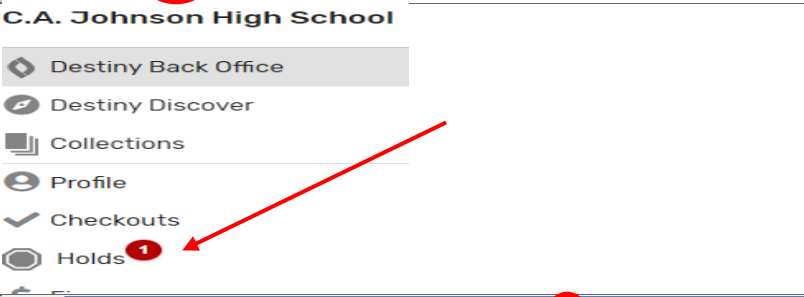
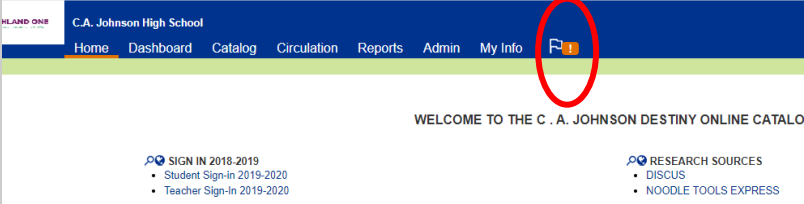


# Steps to Hold A Book In Destiny



Library Media Center

| Steps | Action                                                                                                                                                                                                                                                        | Visual                                                                               |
|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| 1     | Click on the Destiny Discover icon located on your laptop                                                                                                                                                                                                     |   |
| 2     | <ul style="list-style-type: none"> <li>Use the Location drop down to select your state</li> <li>Type in your school's name i.e. C.A. Johnson</li> <li>Click on Log in.</li> </ul>                                                                             |    |
| 3     | <ul style="list-style-type: none"> <li>You will log in using your account with Richland County School District. Click on Richland County School District SSO.</li> <li>Type in your <b>user name and password</b> you use to log onto your laptop.</li> </ul> |   |
| 4     | Type the title you are looking for and click on Search                                                                                                                                                                                                        |  |
| 5     | When the book you are looking for pops up, click on "Hold"                                                                                                                                                                                                    |  |
| 6     | <ul style="list-style-type: none"> <li>When you click on your name, it will show you have a Hold.</li> <li>Click on "Holds."</li> <li>It will show you all the Holds you have and when it is available for pickup.</li> </ul>                                 |  |
| 7     | The Media Center Staff will see your hold and pull the book for you. You will be notified via email that your book is ready for pickup.                                                                                                                       |  |