



# NCHS LC BOOK CURBSIDE CHECKOUT



The NCHS Learning Commons is excited to offer Curbside book pick up and drop-off for LC books for class or for fun reading. [Ebooks and audiobooks can also be found on Sora!](#)

## HOW TO RESERVE A BOOK

- Go to the [Learning Commons online catalog search](#)
- Sign into your LC account in the upper right hand corner with username and password where it says “Log on”
  - ◆ Your username is your ID, and your password is your last name, **lowercase** (include spaces or hyphens).
- Search the catalog for a specific book to see if it’s available.
  - ◆ If available, it will say “Copies: 1 of X available.”
- Click on the title. Then, click Quick “Reserve” on the right hand side. You will see a green “**Item reserved successfully**” message. You will get an email when the book is ready to be picked up.

*To see a video of this process, [click here](#).*

## PICK UP & DROP-OFF

**MON. - FRI. BETWEEN 7:00AM AND 3:45PM**

- LC staff will place materials labeled with your last name at the Welcome Desk for you to pick up. Wait until you get an email notification that your book is ready before coming to pick it up.
- After one week, books not picked up will be returned to the LC.
- To drop off an LC book, return it to the Welcome Desk.

## SELECTING A BOOK TO RESERVE

- Check out [What Should I Read Next?](#)
- Not sure what to read? Use this [Reader’s Advisory Form](#).

## SAFETY FIRST

- All returned materials will be quarantined for a minimum of 3 days or within current IDPH, CDC, and Naperville CUSD 203 guidelines.

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NCHS Learning Commons

Questions? Email Mrs. Gottlieb [cgottlieb@naperville203.org](mailto:cgottlieb@naperville203.org) or Mr. Hayward [jhayward@naperville203.org](mailto:jhayward@naperville203.org)