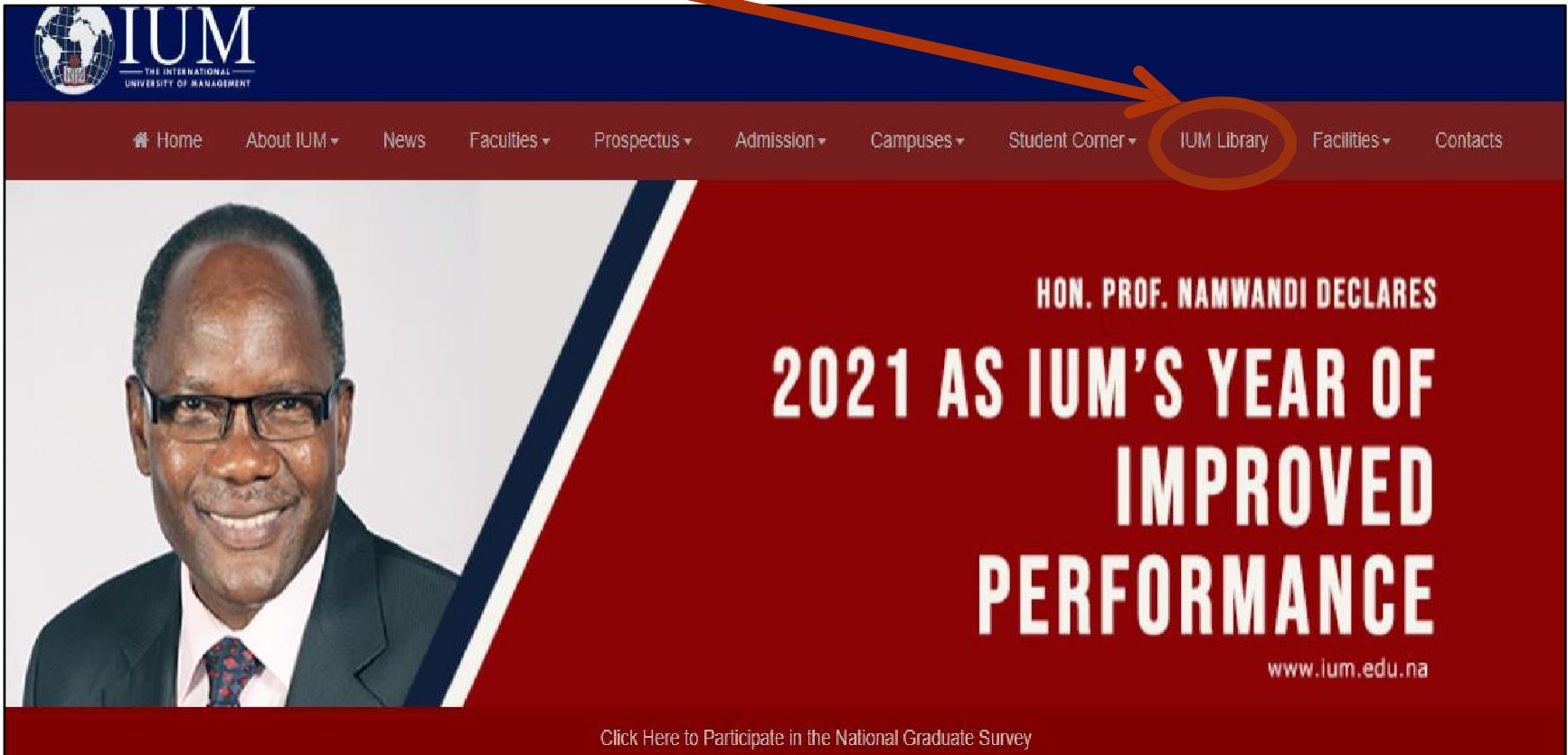


Library guide

**Learn how to renew
books Online**

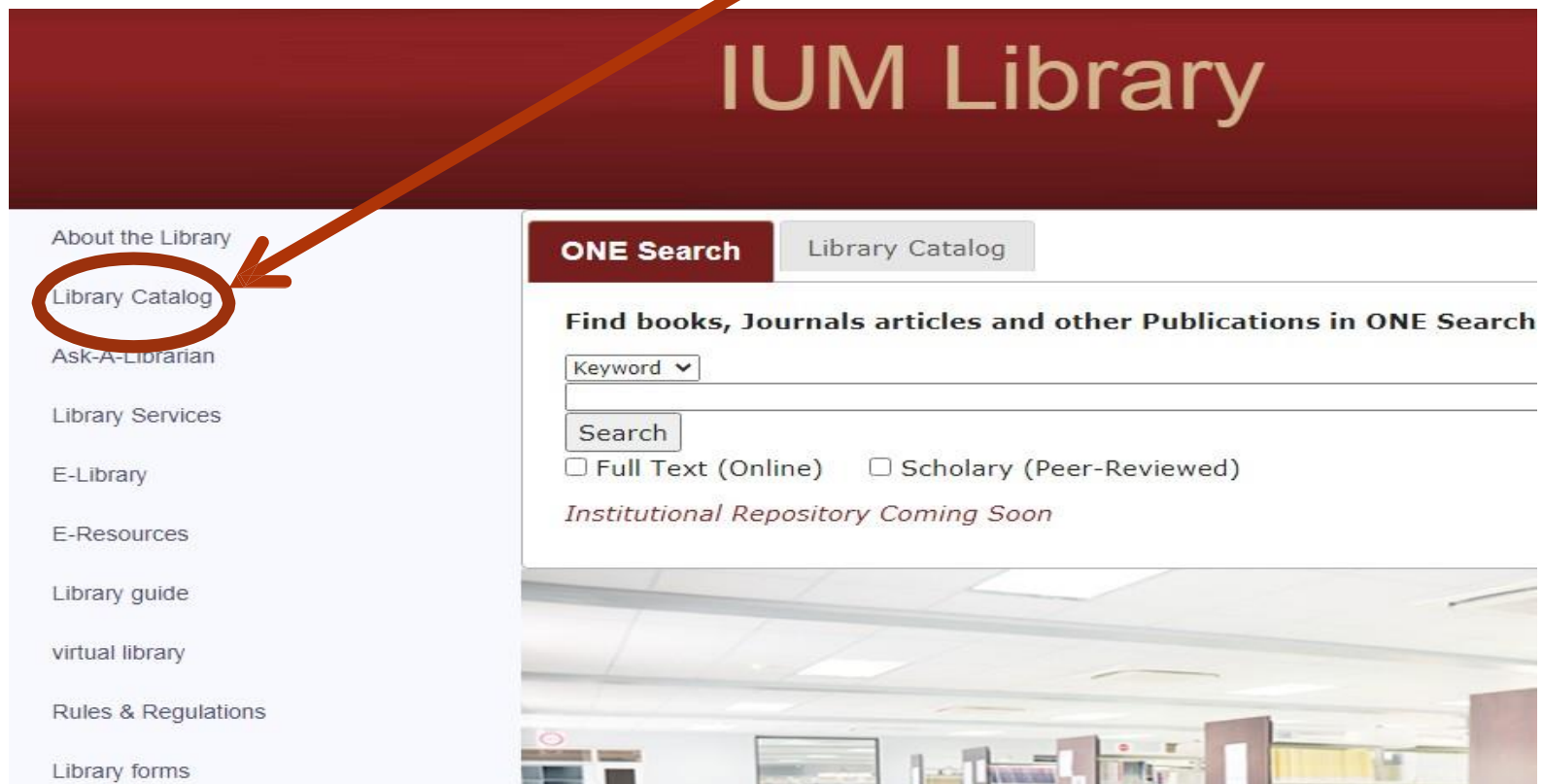
Renewing books online

- **Step 1:** Go to IUM website: [http:// www.ium.edu.na/](http://www.ium.edu.na/)
- **Step 2:** Click on the icon IUM library follow the arrow.



The image shows a screenshot of the IUM website homepage. The top navigation bar is dark red and contains the following links: Home, About IUM, News, Faculties, Prospectus, Admission, Campuses, Student Corner, IUM Library, Faculties, and Contacts. The 'IUM Library' link is circled in orange, and a large orange arrow points from the text 'follow the arrow' in the instructions above to this link. Below the navigation bar is a large banner featuring a portrait of Hon. Prof. Namwandi on the left and the text 'HON. PROF. NAMWANDI DECLARES 2021 AS IUM'S YEAR OF IMPROVED PERFORMANCE' on the right. The website URL 'www.ium.edu.na' is visible at the bottom right of the banner. At the very bottom of the page, there is a link: 'Click Here to Participate in the National Graduate Survey'.

Step 3: Click on the library Catalog



The screenshot displays the IUM Library website. At the top, a dark red banner features the text "IUM Library" in a light-colored font. Below the banner, a navigation menu is visible on the left side, listing various library services. The "Library Catalog" link is highlighted with a red circle and a red arrow pointing to it. To the right of the navigation menu, there are two buttons: "ONE Search" and "Library Catalog". Below these buttons, a search interface is shown, including a search box with a "Keyword" dropdown, a "Search" button, and checkboxes for "Full Text (Online)" and "Scholarly (Peer-Reviewed)". A note at the bottom of the search area reads "Institutional Repository Coming Soon". At the bottom of the page, there is a photograph of a library interior.

IUM Library

- About the Library
- Library Catalog**
- Ask-A-Librarian
- Library Services
- E-Library
- E-Resources
- Library guide
- virtual library
- Rules & Regulations
- Library forms

ONE Search Library Catalog

Find books, Journals articles and other Publications in ONE Search

Keyword

Full Text (Online) Scholarly (Peer-Reviewed)

Institutional Repository Coming Soon

- **Step 4:** Click on **sign in** and enter the login credentials



IUM Library Catalogue

enjoy browsing...



Anywhere Author Subject Title

Search

Clear

Step 5: Enter your student/staff number as your login name/barcode and 1234 as your password

emeraldinsight



My Account

Login name/barcode

Password

Sign In

Step 6: Click on my account

IUM Library Catalogue

enjoy browsing...



aldinsight



My Account

[My Info](#)

[Current Transactions](#)

[History](#)

[Print](#)

My Info

Welcome Back Esther!

- **Step 7:** Click on current transactions to view the book/s borrowed and click on renew to renew the book/s

My Account

[My Info](#)

[Current Transactions](#)

[History](#)

[Print](#)

Current Transactions

Title	Author	Call Number	Type	Due Date	Renew
Education systems :		370.9 EDU	Loan	04/29/2021	Renew
A Guide Through International Financial Reporting Standards as issued at 1 July 2013 :		657.0218 GUI	Loan	04/29/2021	Renew

Renewing books

- **Step 8:** successful.

Renewal should show if the transaction is
*Note the new **due date**

My Account

[My Info](#)

[Current Transactions](#)

[History](#)

[Print](#)

Current Transactions

Title	Author	Call Number	Type	Due Date	
A Guide Through International Financial Reporting Standards as issued at 1 July 2013 :		657.0218 GU	Renewal	04/22/2021	Renew
Education systems :		370.9 EDU	Renewal	04/22/2021	Renew