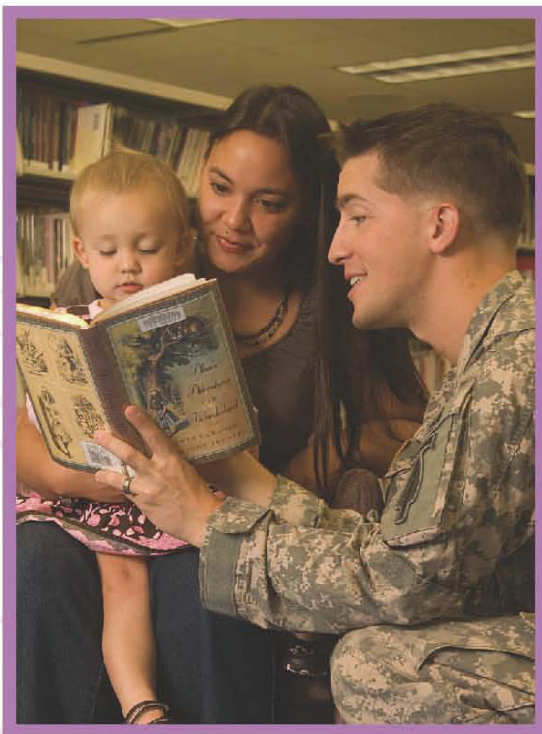


# General Library Information System (GLIS)

## INTRODUCTION TO MY ACCOUNT



### {GETTING STARTED}

Welcome to My Account with the Army MWR Library GLIS online catalog! By setting up an account you will be able to manage your library use from anywhere at any time.

#### TO SET UP YOUR ACCOUNT:

- Find your library at <http://mylibraryus.fmwr.net>
- Click on the My Account Tab
- Click on "Get a PIN" under "My Account"
- Enter your e-mail address when prompted for login
- Leave the "PIN" block blank
- Submit
- Check your email for a message with a link to set your PIN

*Note: You must first be registered at a GLIS library and have provided a unique e-mail address (no one else in the library system has it, such as a spouse or child). If you do not have a unique e-mail address, ask the library staff about our MWR Card option.*

### {FREE DOWNLOADS}

After you register through My Account, you can access downloadable Audiobooks and eBooks. These can be found under the "Research" tab in the following databases: MyLibrary, NetLibrary, and Safari Books.

### {RESEARCH ANYWHERE}

Need to do research but unable to make it to the library? Now you can access all our databases from wherever there is an Internet connection, just click on the "Research" tab in My Account. Or visit these sites: <http://www.us.army.mil> – Self Service, My Library or <http://www.myarmyonesource.com>

### {REQUEST & RENEW}

Make requests for items and manage your requests online. If you go on vacation or TDY and are expecting a delivery, you can "freeze" the request until you return so you do not lose your request. Also, view your borrowed items to see when they need to be returned. If you haven't quite finished, you may renew the item online if no one else has requested it or you have not reached your renewal limit.

### {UPDATE YOUR ACCOUNT}

You can update the following information when you log into My Account: mailing address, deployed mailing address, telephone number and your email address for notices. You can also update your PIN. If your account is about to expire, call the library with your new DEROS date to ensure you can still use online services.

### {READING HISTORY}

The library does not keep a history of what you have checked out, but you can access your own "history". Opt in to start a history of items you have checked out (and opt out at any time) for your own personal use. With this feature, you can also limit your searches to not show items you have already checked out.

### {BOOKS DOWNRANGE}

Borrow books while you are deployed. You must have a My Account and set up your account to send books downrange. For more information email: [MWRLibrary@conus.army.mil](mailto:MWRLibrary@conus.army.mil)

### {MOBILE ACCESS}

To access your account on your mobile device go to <http://mylibraryusmobile.fmwr.net/>

**AND MUCH MORE...**