Patron-initiated recalls: recent changes to process
By Laurie Sadler and Amy Winks

This document explains the process for patrons to initiate recalls for items that are checked out, as described in the article in the January 13, 2010 issue of INISDE: Access. Knowledge. Success. (www.lib.purdue.edu/inside/2010/january13.html).

Patron will click this link.
Once the Patron clicks *Recall this Item* they will be taken to a login screen.

![Login Screen](image)

The Patron will use their Career Account to login.

Now that the patron has signed in using their Career Account they will see the screen below. On this screen they will pick a pick-up location and then click *Recall an Item*.
The recall has now been placed and the patron should see the following screen.

If you have any questions about this change, please contact a member of CSSC: Laurie Sadler, chair; Amy Winks; Jill Begley, Cheryl Oliver, Dacia Weisler, and Sandy Galloway.