

# How to Place a Hold

A Library account with a username and a password are required to place an item on hold.

[SCWLibrary.com](http://SCWLibrary.com)

- Click on **Library Catalog** from Library website
- Click on Login (upper right screen corner).
  - Enter the username **AND** password.
- Click on the “Catalog” tab (upper left area).
- Enter the Title or Author or Keyword or Subject or Series of the item in the “Find” box.
  - You may click on “How do I...?” in the upper right corner below the green line for more information.
- Click on the corresponding square- Keyword, Title, Author, Subject, or Series.
- Find the desired item from the list. **Be aware of authors and formats.**
  - Note abbreviations: **LP**=Large print; **CD**=Compact Disk; **DVD**=Digital Video Disk; **FIC**=Fiction; **M**=Mystery; **W**=Westerns
  - If the item is available, you cannot place a hold.
- If there is “0 of 1 (or more) available” Click on the **Title** of the item or the **Details** button. **DO NOT CLICK ADD TO THIS LIST.**
- On the next screen click the “Hold It” box (upper right screen corner). This icon will not display if a copy is available in the library.
- On the next screen click the “Save” Box.
- A message confirming the “Hold” status will display. **A library staff member will call you when the item is ready for pick-up.**
- For a new search, click on “Catalog”
- Click on “Logout” (upper right screen corner) before leaving the computer.



## RH Johnson Library

13801 W. Meeker Blvd. Sun City West, AZ. 85375

(623) 544-6130

**Hours:** Tue-Sat 9 a.m. – 4 p.m.

The Library is the most recognized building in Sun City West with its clock tower and chimes. The Library was established in 1979 and houses 40,000-plus items including regular and large print books, books on CD, periodicals, investment resources, and DVDs, as well as reference and homebound books by mail services which are all available to Sun City West owner-members. The library also has a data resource center with public-use computers that are free to use. Your Recreation Card is your Library Card. You must have an SCW Recreation Card to check out materials.

You can view our floor plan here: [Library Floor Plan](#)

**Click Here**

[Library Catalog](#)

[Universal Classes](#)

[Overdrive eBooks](#)

[Overdrive Audiobooks](#)

[Digital Magazines](#)

[Library News](#)

### FAQ & Information

[Performing a Successful Search](#)

### Announcements

[Adult Summer Reading](#)

### Friends of the Library

[Link to Website](#)

**Click Here**

Library Search

Destiny Discover

Resource Lists

How do I... ?

Top 10

[Basic](#) [Power](#) [Visual](#) [Copy Categories](#)Find  [Reset All](#)

Keyword



Title



Author



Subject



Series

Narrow your search to...

[Show Less](#) ▲Location Material Type Sublocation 

Click on Log In (upper right screen corner).  
Enter the username **AND** password.

## Welcome to the R.H. Johnson Library

**Click Here**

Hours are 9:00 AM to 4:00 PM, Tuesdays thru Saturdays

Click the "Catalog" tab above to search for library materials such as books, magazines, DVDs, audiobooks, and board games.

WHEN PLACING A HOLD, CLICK ON THE TITLE. DO NOT CLICK ON "ADD TO THIS LIST".

Click the "My Info" tab above to view your account.

The library will notify you by telephone when your item is ready. You will have three days to pick it up. Please make sure the library has your correct telephone number.



Research, Business, Investments, News,  
and Stock Market.



Investment Resource Center.

Portfolio analysis, and stock and fund  
reports

Card#: 85375



Investment Quality Trends

username: rhjohnsonlibrary

Click on the "Catalog" tab.

**Step 1**



Find  [Reset All](#)

**Step 2**



Narrow your search to...

[Show Less ▲](#)

Material Type

Sublocation

**Search for Book, Book on CD, Board Games, Puzzle or DVD/Blu-Ray title:**

**1. Enter the Title or Author or Keyword of Subject or Series of the item in the Find box.**

**2. Click on the corresponding square- *Keyword, Title, Author, Subject, or Series***

**For more search options click “[How do I... ?](#)” in the upper right corner below the green line for more information.**





Library Search

Destiny Discover

Resource Lists

Searched for (lincoln highway).

Printable

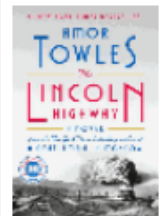
[Not what you're looking for? Refine your search? Browse Subjects?]

Selected List: My Personal List

Add Page

Titles: 1 - 5 of 5

Sort By Relevance



The Lincoln highway

Details

Call #: FIC TOWLES Amor. Towles, Amor.  
Published 2021

0 of 5 available

Add to This List

Click on Title or Details



Camino winds

Details

Call #: FIC GRISHAM Grisham, John.  
Published 2020

3 of 5 available

Add to This List

Find the desired item from the list. Be aware of authors and formats.

\*If there is "0 of 1 (or more) available" you can place a hold on the item. If the item is available, you cannot place a hold. \*

Click on the Title or the Details button. DO NOT CLICK ADD TO THIS LIST

Note abbreviations: LP= Large Print; CD=Compact Disk; DVD=Digital Video Disk; FIC=Fiction; M=Mystery; W=Westerns

- Library Search
- Destiny Discover
- Resource Lists

**The Lincoln highway**  
Amor Towles.  
Call #: FIC TOWELS Local copies available: 0 of 5. Estimated wait unknown. (Hold requests in queue: 9) See all...  
"The bestselling author of A Gentleman in Moscow and Rules of Civility and master of absorbing, sophisticated fiction returns with a stylish and propulsive novel set in 1950s America In June, 1954, sixteen-year-old Ernest Watson is driven home to Nebraska by the murder of the family's...

How do I... ?  
Title Details | Reviews | Copies  
Add to Wish List  
Recommend  
**Hold It**  
f t

Click on *Hold It*

This icon will not display if a copy is available in the library.

SUN CITY WEST RH Johnson Library: Sun City West, AZ Log Out  
Home Catalog My Info  
Library Search > Search Results > "The Lincoln highway" > Hold Request

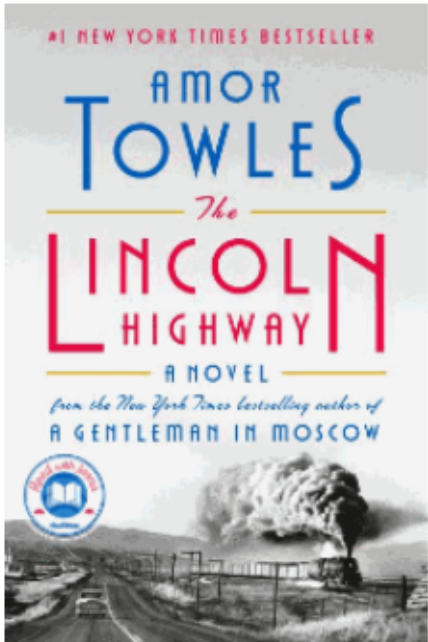

Library Search  
Destiny Discover  
Resource Lists

**Requesting**  
The Lincoln highway  
Towles, Amor.  
Copies: 5 ?  
Hold   
**Save** Cancel

Then click the Save button.

**Hold requested for "The Lincoln highway".**  
We have received your request for the next available copy of this title. We will notify you when your request is ready to pick up.



	Title Details	Reviews	Copies
	<p><b>The Lincoln highway</b></p> <p>Amor Towles.</p> <hr/> <p><b>Call #:</b> FIC TOWELS    Local copies available: 0 of 5. Estimated wait unknown. (Hold requests in queue: 10)    <a href="#">See all...</a></p> <hr/> <p>"The bestselling author of A Gentleman in Moscow and Rules of Civility and master of absorbing, sophisticated fiction returns with a stylish and propulsive novel set in 1950s America In June, 1954, eighteen-year-old Emmett Watson is driven home to Nebraska by the warden of the juvenile work farm where he has just served fifteen months for involuntary manslaughter. His mother long gone, his father recently deceased, and the family farm foreclosed upon by the bank, Emmett's intention is to pick up his eight-year-old brother, Billy, and head to California where they can start their lives anew. But when the warden drives away, Emmett discovers that two friends from the work farm have hidden themselves in the trunk of the warden's car. Together, they have hatched an altogether different plan for Emmett's future, one that will take them all on a fateful journey in the opposite direction-to the City of New York. Spanning just ten days and told from multiple points of view, Towles's third novel will satisfy fans of his multi-layered literary styling while providing them an array of new and richly imagined settings, characters, and themes"--</p>	<p><a href="#">Add to Wish List</a></p> <p><a href="#">Recommend</a></p> <p><a href="#">Hold It</a></p> <p><a href="#">f</a> <a href="#">t</a></p> <p></p>	

**A message confirming the hold will display.**

**A library staff member will call you when the item is ready for pick-up.**