

Access Your Library Account

A Library account enables you to place holds, renew items and view your checkout history

RHJLibrary.com

Access Your Library Account

- › In your browser type **www.rhjlibrary.com**
- › Click on **Sign In** (Above the blue & orange bar on the right)
- › **Enter your Rec Card Number** as the Username.
- › **Password** is the last 4 digits of the phone number that the Rec Center has on file for you.
- › Click **Sign In**.

Change Your Messaging Settings

- › You can set up how you would like the library to send you notices. You can receive notices by email or SMS text message.
- › **To update your messaging preferences:**
 - › Go to **Account Settings** on the left toolbar.
 - › Click **Messaging Settings**
 - › Select the notices you want to receive and if you want them via email or SMS (text message).
 - › Enter your cell phone number into **SMS Number**.
 - › Then enter your cell phone provider into **SMS provider**.
 - › Then click **Update Settings**.

Access Your Library Account

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- › Click on **Sign In** (Above the blue & orange bar on the right)

The screenshot shows the R.H. Johnson Library website. At the top left is a logo featuring a stylized flame in orange and yellow above a blue semi-circle. To the right of the logo, the text "R.H. Johnson" is in blue and "LIBRARY" is in orange. In the top right corner, there is a "Languages & Display" link with a gear icon. Below the header is a navigation bar with icons for home, events, and purchase suggestions. On the right side of this bar, a "SIGN IN" button with a right-pointing arrow is circled in red, with a red box labeled "Click Here" and an arrow pointing to it. Below the navigation bar is a search bar with a magnifying glass icon, a dropdown menu set to "by Keyword", another dropdown menu set to "in Library Catalog", and a "Search" button. Below the search bar are five category buttons: "Spotlight", "Fiction", "New items", "Large Print", and "Local Authors". Below these are three sub-category buttons: "Mothers", "Night Owl", and "hot and cold". At the bottom, there is a "Spotlight » Mothers" section with a search icon. To the right of this section are two buttons: "Covers" and "Grid". Below the "Spotlight » Mothers" section is a row of six book covers: "One Italian Summer" by Rebecca Serle, "Kristin Hannah fly away", "Pieces of Her" by Karin Slaughter, "winter garden" by Kristin Hannah, "Legacy" by Nora Roberts, and "Hideaway" by Nora Roberts.

Sign In



Rec Card Number / Username

123456

Password

....

Forgot Password? [Reset My Password](#)

Reveal Password

Keep Me Signed In

Close

Sign In

- › **Enter your Rec Card Number** as the Username
- › **Password** is the last 4 digits of the phone number that the Rec Center has on file for you.
- › Click **Sign In**.



Search

Spotlight

Fiction

New items

Large Print

Local Authors

Mothers

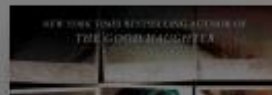
Night Owl

hot and cold

Spotlight » Mothers

Covers

Grid





R.H. Johnson LIBRARY

This is your Account home page.

You can access the items you have checked out, holds, over dues, messaging settings and more from this page.

[Home](#)
[EVENTS](#)
[PURCHASE SUGGESTION](#)
[RESOURCES](#)
SIR WINDLE B.

by Keyword
in Library Catalog
 Search

▼ Your Account

Checked Out Titles
 » Physical Materials **1** 1 Overdue
 » Digital Materials **0**

Titles On Hold
 » Physical Materials **4** 2 Ready for Pickup
 » Digital Materials **0**

Fines **\$0.00**
 Purchase Suggestions **1**
 Your Rec Card

Recommended For You
 » Titles You Rated **1**
 » Not Interested In Titles **0**

Your Lists
 Your Searches
 Checkout History **15**

[Account Settings](#)

[Browse](#) » Your Account

Your Account

Account Summary

CHECKED OUT 1	OVERDUE 1
HOLDS 4	READY FOR PICKUP 2

Recommended for you

Change Your Messaging Settings

by Keyword ▼ in Library Catalog ▼ Search

▼ Your Account

Checked Out Titles
» Physical Materials **1** **1 Overdue**
» Digital Materials **0**

Titles On Hold
» Physical Materials **4** **2 Ready for Pickup**
» Digital Materials **0**

Fines **\$0.00**
Purchase Suggestions **1**
Your Rec Card

Recommended For You
» Titles You Rated **1**
» Not Interested In Titles **0**

Your Lists
Your Searches
Checkout History **15**

[Browse](#) » [Your Account](#)

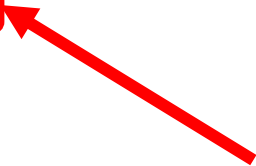
Your Account

Account Summary

CHECKED OUT 1	OVERDUE 1
HOLDS 4	READY FOR PICKUP 2

Recommended for you

[▶ Account Settings](#)



You can change your messaging settings and set up how you would like the library to send you notices. You can receive notices by email or SMS text message.

To update your messaging preferences:
- Go to Account Settings on the left toolbar.

Change Your Messaging Settings

The screenshot shows a library account page with a navigation menu on the left and an account summary in the center. The 'Account Settings' menu item is highlighted with a red box, and a red arrow points from it to the text 'Click Messaging Settings' at the bottom of the page.

Your Account

- Checked Out Titles
 - Physical Materials **1** **1 Overdue**
 - Digital Materials **0**
- Titles On Hold
 - Physical Materials **4** **2 Ready for Pickup**
 - Digital Materials **0**
- Fines **\$0.00**
- Purchase Suggestions **1**
- Your Rec Card

Account Settings

- Your Preferences
- Contact Information
- Messaging Settings**
- Linked Accounts
- Digital Materials Options

Account Summary

CHECKED OUT	OVERDUE
1	1
HOLDS	READY FOR PICKUP
4	2

Recommended for you

- the Empty Nesters by Carolyn Brown
- Nine Lives by Danielle Steel
- The Messy Lives of Book People by Phaedra Patrick
- the Clover Girls by Viola Shipman

Click Messaging Settings

Change Your Messaging Settings

Messaging Settings

	Days in advance	Text	Email	Digests only ⓘ	Do not notify
Item due	-	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Advance notice	<input type="text" value="3"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Hold filled	-	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-	
Item check-in	-	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-	
Item checkout	-	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-	
Auto Renewals	-	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Hold_Reminder	-	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-	

ⓘ Some charges for text messages may be incurred when using this service. Please check with your mobile service provider if you have questions.

Cell Phone number

Please enter numbers only. (123) 456-7890 would be entered as 1234567890.

Cell Phone provider

Update Settings

- Select the notices you want to receive and if you want them via email or SMS (text message).
- Enter your Cell Phone Number.
- Then select your cell phone provider into Cell Phone provider.
- Then click Update Settings.