How to Place Books on hold
Step-by-Step Guide

1. Two ways to access the catalog
   - Catalog icon
   - Library catalog

   Click on Koha icon

2. Log in
   - Use eRaider and password (TTUHSC El Paso Affiliates)
   - Contact library staff for issued user name and password
     - Community user
     - Friend of the library
     - Contracts

3. After Login
   - Search for item

   Tip: Change relevance to publication/copyright Date: Newest to Oldest to locate newest edition.
4. After locating
   - Place hold

5. Select where to pick up item.
   - Fill out if you do not need item after a certain date.
   - Notes specific to hold.

6. View your completed hold
   - Log off

You will receive an email when item is ready for pickup at your selected library.
We are here to help you:

How can I find a book or any other library materials?

Contact info:

Library Circulation

AEC  915-215-4315
MEB  915-215-4306

AEC Location
4800 Alberta Avenue
El Paso, Texas 79905
915-215-4315

MEB Location
5001 El Paso Drive
El Paso, Texas 79905
915-215-4306