

RENEW ITEMS IN YOUR PINES ACCOUNT

The screenshot shows the PINES website interface. At the top, there are navigation links: Library Locations, Download the PINES App, Kids' Catalog, GALILEO Library, and My Account (Susan). A red arrow labeled '1' points to the 'My Account (Susan)' link. Below the navigation is a search bar with fields for 'Search for:', 'Search by:' (set to Keyword), 'Limit to:' (set to All Formats), and 'Search within:' (set to State Library of Georgia). On the left side, there is a menu with options: Home, \$0.00 Charges, 0 Messages, 1 Items Checked Out, 0 Holds / 0 Ready, Preferences, and My Lists. A red arrow labeled '2' points to the '1 Items Checked Out' menu item. A dropdown menu is open for '1 Items Checked Out', showing 'Current Items Checked Out' and 'Checkout History'. A red arrow labeled '3' points to the 'Current Items Checked Out' option.

To renew items you have checked out, log in to your account at gapines.org and click:

1. My Account
2. Items Checked Out
3. Current Items Checked Out

The screenshot shows the 'Current Items Checked Out' page. At the top, there is a heading 'Current Items Checked Out' and a note: 'Do you want to save a list of items you check out? Enable that feature by going to Preferences > Search & History.' Below this is another note: 'If you require assistance, please contact your local library.' A green button labeled 'Renew Selected Items' is highlighted with a red box and a red arrow labeled '2'. Below the button is a table of items. The first row is highlighted with a red box and a red arrow labeled '1' pointing to the checkbox. The table has columns: Cover, Title, Author, Renewals Left, Due Date, Barcode, and Call Number.

Cover	Title	Author	Renewals Left	Due Date	Barcode	Call Number
	Georgia masterpieces : selected works from Georgia's museums		1	08/05/2022	50723010190706	709.75074758 G3521

Next, click:

1. The checkbox next to the item(s) you want to renew
2. Renew Selected Items

The screenshot shows a confirmation dialog box from gapines.org. The text reads: 'gapines.org says Are you sure you wish to renew the selected item(s)?'. There are two buttons: 'OK' and 'Cancel'. A red arrow points to the 'OK' button.

An alert will pop up asking if you are sure you want to renew.

Click OK.

The screenshot shows the 'Current Items Checked Out' page after a successful renewal. A green message box at the top says 'Successfully renewed 1 item(s)'. Below the message is a green button labeled 'Renew Selected Items'. Below the button is a table of items. The first row is highlighted with a red box and a red arrow pointing to the message.

Cover	Title	Author	Renewals Left	Due Date	Barcode	Call Number
	Georgia masterpieces : selected works from Georgia's museums		0	08/05/2022	50723010190706	709.75074758 G3521

A note will appear on the screen to confirm your item(s) have been successfully renewed.