



# The Circuit

San Diego Library Consortium



## What is The Circuit?

The Circuit is a combined catalog that provides access to books owned by the following institutions:

- SDSU
- USD & USD Legal Research Center
- CSU San Marcos
- San Diego County Library

**UCSD faculty, staff, & students may request items and have them delivered to the UCSD Library of choice.**

## How to Request

- Connect to ROGER, the UCSD catalog, from any computer.
- Choose the option **Search in Circuit**. When you find an item that you wish to request, select the option **Request this item**.
- Enter your affiliation, your name, the barcode number from your UCSD ID card, your PIN, and then select a UCSD library for pickup.
- Your request will be confirmed.
- If the item is eligible for requesting, you will be notified by electronic mail when the item is available for pickup.

## Borrow directly from a Circuit Library

- You must have a UCSD ID card and a PIN in your library record.
- Bring selected items to the circulation desk of the Circuit Library and identify yourself as a **Visiting Patron from UCSD**.
- Present your valid UCSD ID card and type in your PIN when prompted.

## County Library Branch Pickup

- Register for a County Library card in person at any SD County Library.
- Connect to the Circuit Central Catalog at <http://circuit.sdsu.edu/>
- Choose an item to request by selecting the **Request this item** option.
- Enter your affiliation (San Diego County Library), your name, barcode and your SDCL PIN, and select a SDCL branch for pickup
- You will be notified by that branch when your book arrives.

## The Details

- Circuit requests are generally available within 24-48 hours
- You may have 20 items active at the same time -- requested, in transit, received or returned
- Check on the status of your requests by using the "My Library Account/Renew Items" feature in ROGER.



# View Your UCSD Library Record Online

## Get a PIN and then get online to:

- View your own UCSD Library record to see what you've checked out, and the status of any holds or fees on your account.
- Renew any UCSD Library material.
- Use your PIN to request material through the Circuit.
- Retrieve items and deliver them to any UCSD Library Circulation Desk.

## How do I get a PIN?

1. Login to Roger, the UCSD catalog  
<http://roger.ucsd.edu>
2. Select "My Library Account/Renew Items"
3. Enter your  
BARCODE NUMBER (located on the back of your UCSD ID or Library card)  
PIN. If you haven't chosen a PIN, this page will reappear after you click **Submit**, select a PIN and reenter it into the second box to confirm.
4. Select **Submit**

## The Details

- If you forget your PIN, please contact the Library Information Desk or any UCSD Library Circulation Desk for assistance.
- Make sure you logout after viewing your library record.

## Messages

TOO MANY RENEWALS	you have reached the maximum number of renewals, or you do not have renewal privileges.
OVERDUE	please return the designated item; keep in mind that a late fee may have been assessed to the item.
RECALLED	please return the designated item to any library circulation desk by the due date.
CL RETD	contact the owning library for an update about the item.
SEARCH/MISSING	contact the owning library for an update about the item.

