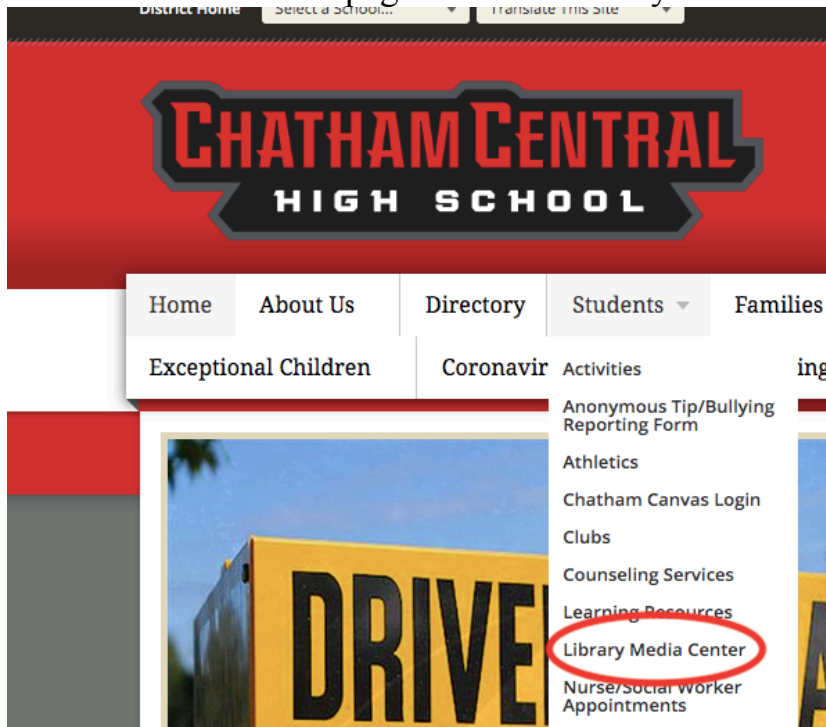


How to Search for a Library Book and Place a Hold

1. Go to the CCHS homepage and find Library Media Center under the Students tab

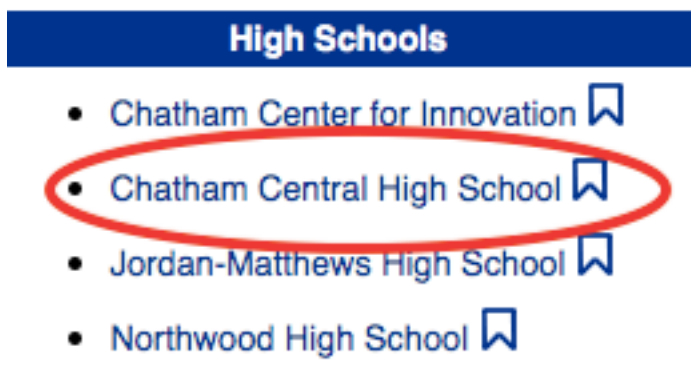


2. Scroll down to Helpful Links (right side) and click the first one (CCHS Online Catalog)

Helpful Links

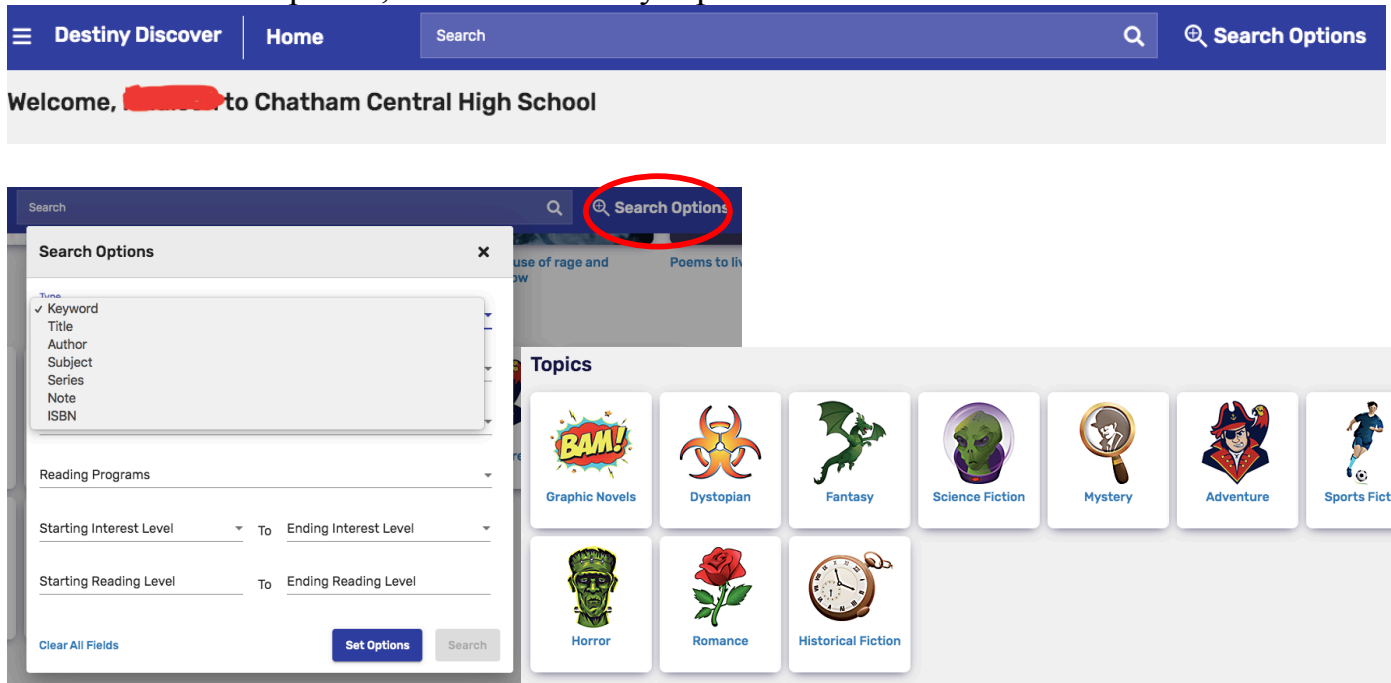
- ▶ [CCHS Online Catalog](#)

3. Select Chatham Central High School

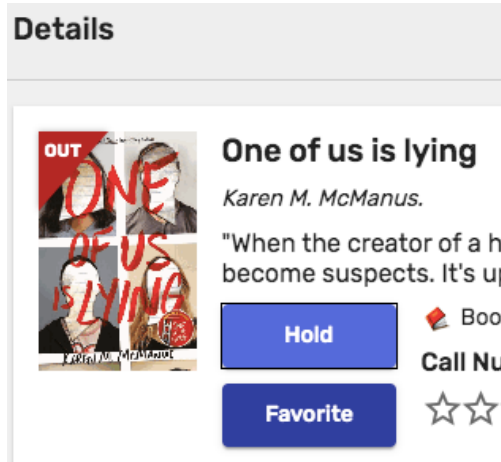


4. Click the Log In button in the upper right corner
5. You can choose to log in with Google

6. This will take you to Destiny Discover, where you can search for a book, select additional search options, and/or browse by topic



7. Click on a book cover to see details



8. Click the Hold button once you have found a book. You will see it either in the list of search results or in the book details, as above.
9. I will pull books in the order in which the holds were placed, so have a backup ready in case somebody beats you to one! However, you can place a hold on a book that's checked out and you will get it next.
10. If you're getting a book for English, an assistant or I will deliver right to your classroom. If you are not in English right now, you can either stop by or email me your preferred delivery classroom.