

Procedure for Checking Out a Book from The Edge Online Library

To check out via email:

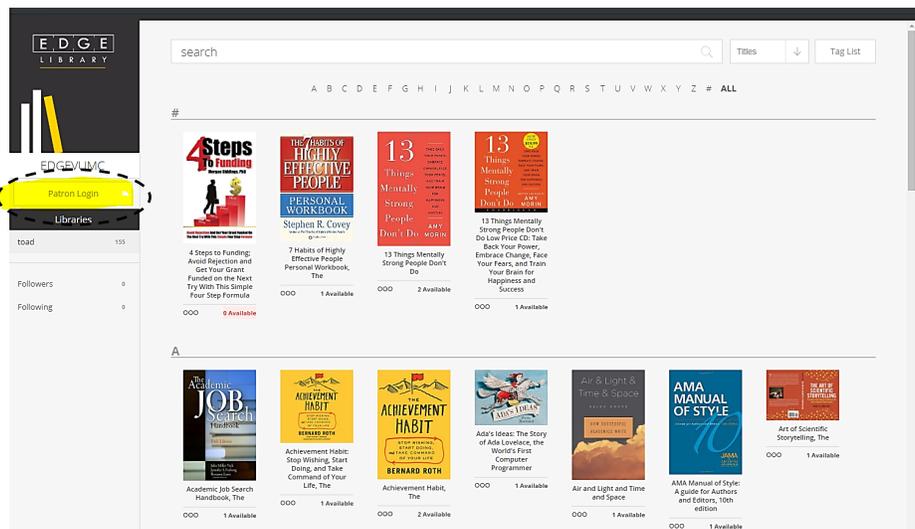
If you would like to see the books visit the library website at <https://edgevumc.libib.com/>

Once you identify a book you want or if you already know what book you want, please email Adrienne Babcock at adrienne.babcock@vumc.org with the title(s) and your campus address. If you are a new patron of the library, a patron account will be set up for you and the book will be sent to you via campus mail with a return envelope in which you can return the book when you are finished. You are also welcome to return the book(s) to one staff members at any of the [Newman or Translational Bridge Seminars](#).

To view and place holds using the online system:

A patron account is needed to check out books from The Edge Library. To obtain an account, please email adrienne.babcock@vumc.org. Provide the email address you would like to have associated with your account.

Visit the library website: <https://edgevumc.libib.com/> and click “Patron Login” at the left side of the page. If you just want to browse, this step is unnecessary. You will have another opportunity to sign in should you decide you want to place a hold/checkout a book.



Type in your email and password and click “Sign In”*

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Patron Login

Sign in to your patron account.

Need Password?

SIGN IN

*If this is your first sign-in or if you do not know your password, click “Need Password?”

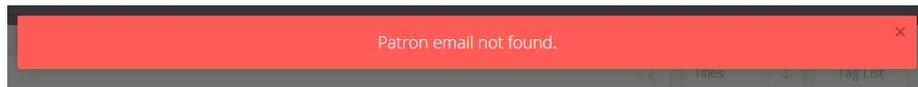
Type your email address and click “EMAIL PASSWORD”

Enter your email address and a new patron password will be emailed to you.

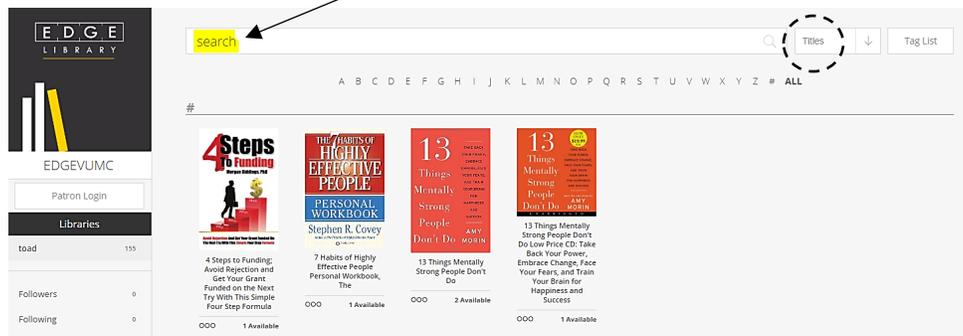
email

EMAIL PASSWORD

If you get the message below, you will need to contact Adrienne Babcock at adrienne.babcock@vumc.org to get your email entered into the system:



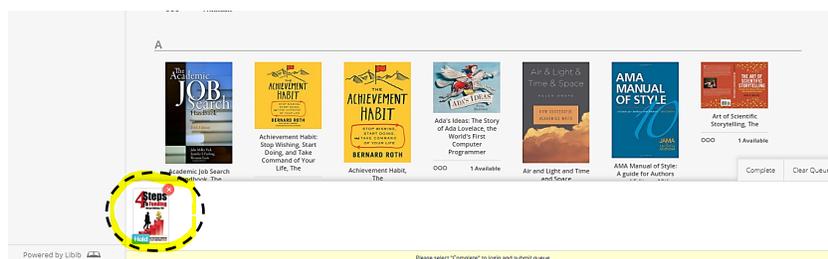
Review the books available by scrolling or searching. To search by title, type the name of the book you are searching for in the search field (see arrow and highlight below). To search by author, change the circled option to author and then type the author's name in the search box:



When you have found the book you want, click on the book image. Under the book's image you will see: 1) how many copies available, 2) Add Hold, 3) Read Reviews and 4) Copy Link. To hold/checkout the book, choose "Add Hold."

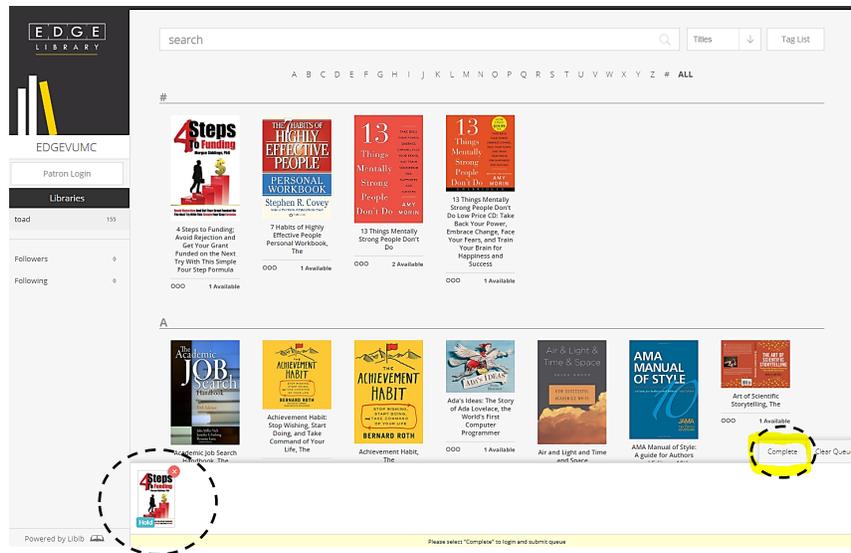


Pressing "Add Hold" will place the book in a window at the bottom of the page (see image below):



**If the number available is 0, then all copies are currently checked out. You may continue to place a hold upon the book and once it is returned, it will be sent to you. If you have an urgent need for the book, please contact Adrienne Babcock (adrienne.babcock@vumc.org) and efforts can be made to seek return of an already checked out book. Books are first come first served – we cannot guarantee we can get an already checked out book back early but will let you know.*

Once you have placed all books you would like on “Hold” choose “Complete”
If you have not previously signed in, the system will now ask you to do so to complete your request.



Once you have finished your request, the book(s) will be sent to your campus address with a return envelope to assist in returning the book to the library. You are also welcome to return the book(s) to one staff members at any of the [Newman or Translational Bridge Seminars](#).

The standard return by date will be four weeks from the date the book is sent to you. If you need longer, just let us know by emailing Adrienne Babcock at adrienne.babcock@vumc.org.