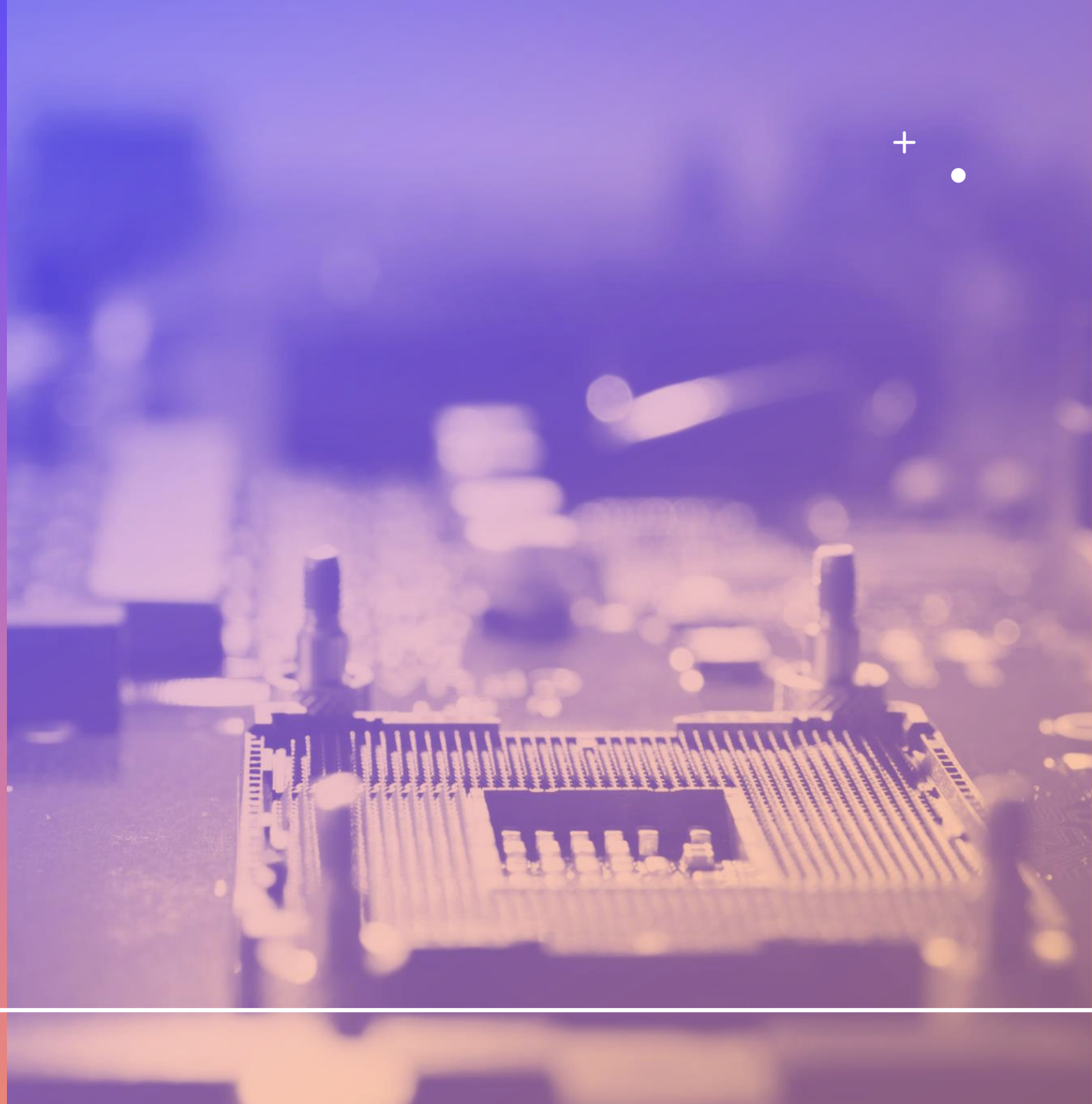


HOW TO USE AN E-CARD

Steps for Teaching Students
about their e-cards.



Things to Know:

- Students might not know they already **have** a card (parents signed them up long ago)
- They might not know their **pin** to log in online
- They might have to verify their current address & info (we check in every couple of years and it may block card use until we interact with the customer)
- To fix any access problems: call 261-8500 to get individual account assistance



Students Need to Know

Students with a new eCard all start with the password 1234

- They can reset for security online under "My Account" at wichitalibrary.org
- Instead of typing in the entire account number to log in, they can make a custom username the same way.

Go to "My Account," log in, then click on "My Record" to the left. The bottom blue bar "Change Logon" will let you create a new username or reset your password

Quick Links to Use

- eBooks are at <https://wichita.overdrive.com>
- Reading lists+ are at <https://wichitalibrary.org/Kids/Pages/find-great-reads.aspx>
- Research databases are at <https://wichitalibrary.org/research/pages/databases.aspx>