

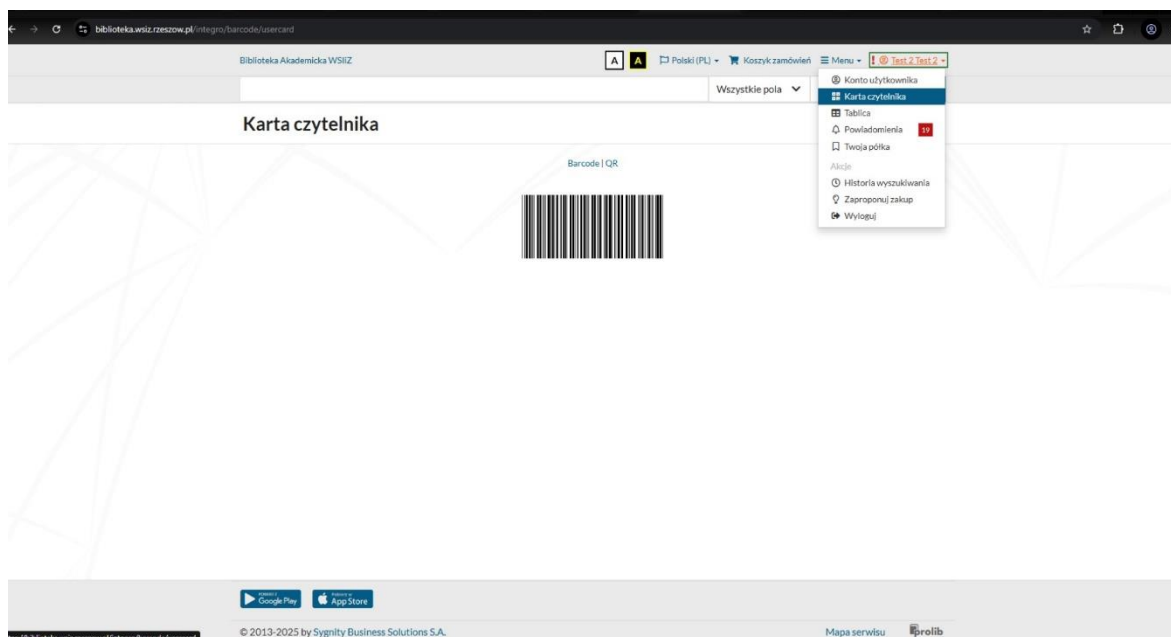
**Book Locker – A Self-Service Device for Picking Up Ordered and Returning Read Books.**  
The operation of the book locker is very simple and similar to that of popular parcel lockers.



## HOW TO ORDER A BOOK TO THE BOOK LOCKER

1. Log in to your library account in the mProlib app or in the Integro search engine.
2. Find the book you want to borrow in the catalog.
3. Place your order, selecting the book locker as your pickup location, and wait for notification that the book is ready for collection.
4. Once the librarian fulfills the order and loads the compartment in the book locker, you will receive an email notification about the availability of your ordered title and the deadline for its collection.
5. Books will wait for pickup for 3 days from the day of notification that your order has been fulfilled.
6. Go to the book locker. On the book locker screen, select "Pickup". Open your library card in the mProlib application. Scan it under the smaller reader (below the screen), then press the "Open" button. Take your book, and enjoy your reading!

7. If you don't have the application, log in on the library's website:  
<https://biblioteka.wsiz.rzeszow.pl/integro/catalog>



8. You can also return borrowed books to the book locker. However, remember that each return requires verification in the system by a librarian, which usually takes 2 business days – this means the book will not disappear from your account immediately after you load it into the compartment.
9. Books for the **book locker** are delivered twice a week, every Tuesday and Thursday, from 1:00 PM to 3:00 PM

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## RETURNING BOOKS TO THE BOOK LOCKER:

1. You can return books previously borrowed from the library or from the book locker.
2. Each return requires verification by a librarian, which usually takes 1 business day.
3. Returning overdue books will stop the further accumulation of fines; however, you are still obligated to settle any fines already incurred.

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## HOW TO MAKE A RETURN:

1. On the book locker screen, select the "Return" option.
2. Scan the barcode of each book you are returning one by one (on the smaller reader located below the screen). NOTE: Scan the barcode assigned by the library (not the publisher's barcode). Damage to the barcode will prevent the book from being returned to the book locker.
3. After scanning the codes, select "Load". An empty compartment will open where you place the books. If you are returning multiple items, place them all in one compartment. NOTE: Placing a book in the compartment without scanning its barcode will result in the item not being registered as returned.
4. Close the compartment and select the "Finish" option on the screen.