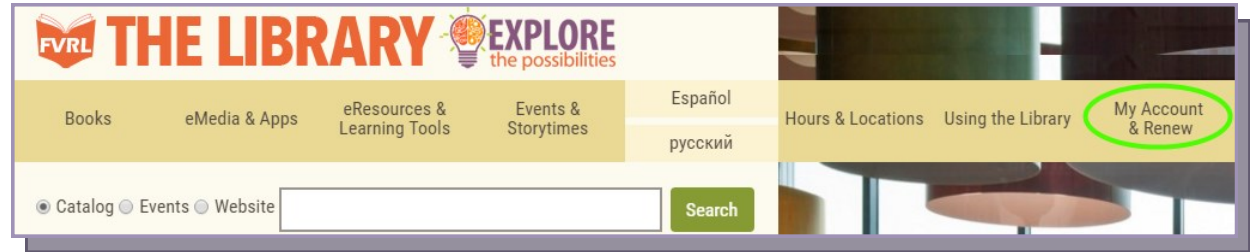
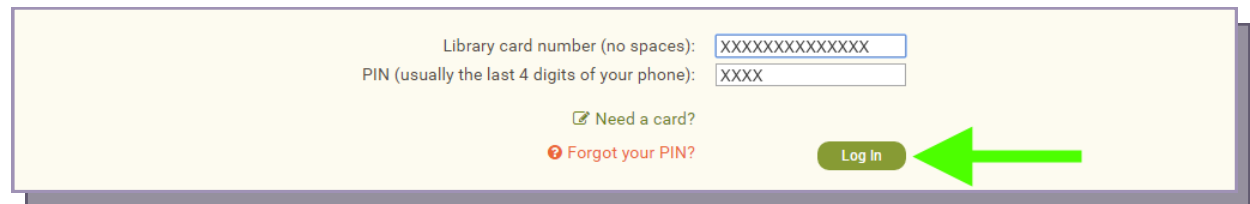


# Edit preferences in "My Account"

1 Starting at [www.fvrl.org](http://www.fvrl.org), choose **My Account & Renew**.

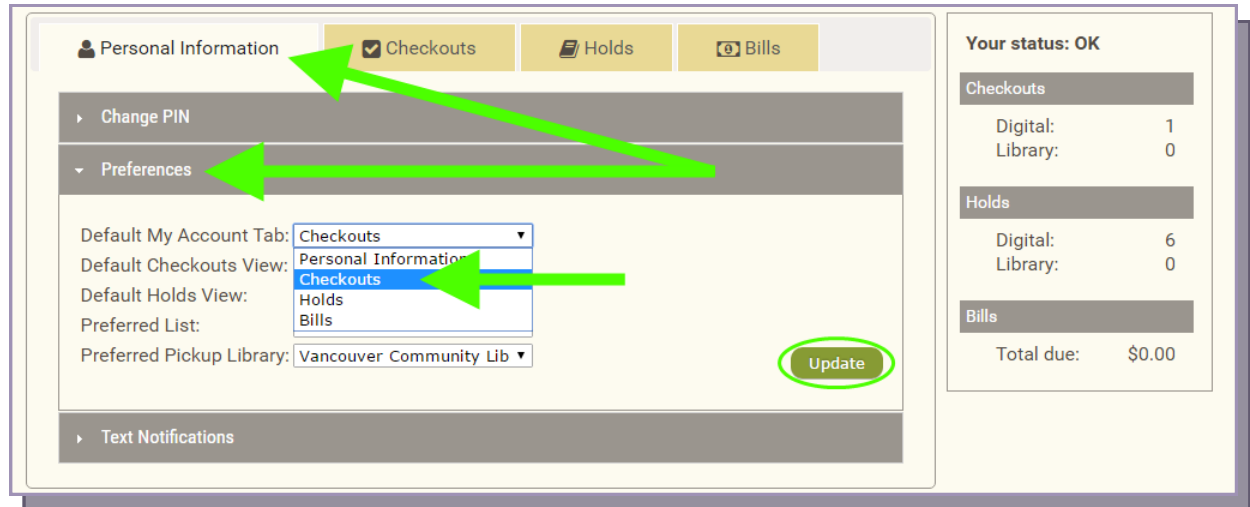


2 Type in your library card number and PIN when prompted, and log in.



3 Make sure you are looking at the **Preferences** section of the **Personal Information** tab.

There are five items listed in the **Preferences** area. The first is "Default My Account Tab." Click the drop-down menu to choose which tab will display when you open My Account: Personal Information, Checkouts, Holds, or Bills. Then, click **Update** to save changes.



## Edit preferences in “My Account,” continued

- 4 Use the **Default Checkouts View** and **Default Holds View** dropdowns to choose whether you want your physical library items or your digital items to be featured. (Whichever you pick, you will still be able to see the others on your checkouts and holds pages.) **Update** to save changes.

Personal Information | **Checkouts** | Holds | Bills

Change PIN

Preferences

Default My Account Tab: Checkouts

Default Checkouts View: Digital Checkouts

Default Holds View: Digital Holds

Preferred List: no default list

Preferred Pickup Library: Vancouver Community Lib

Update

Text Notifications

Your status: OK

Checkouts	
Digital:	1
Library:	0

Holds	
Digital:	6
Library:	0

Bills	
Total due:	\$0.00

- 5 We recommend having **no default list**. Use the drop-down menu to choose your **Preferred Pickup Library**. This will make placing holds go more quickly. Be sure to click **Update** to save changes.

Personal Information | **Checkouts** | Holds | Bills

Change PIN

Preferences

Default My Account Tab: Checkouts

Default Checkouts View: Digital Checkouts

Default Holds View: Digital Holds

Preferred List: no default list

Preferred Pickup Library: Vancouver Community Lib

Update

Text Notifications

Your status: OK

Checkouts	
Digital:	1
Library:	0

Holds	
Digital:	6
Library:	0

Bills	
Total due:	\$0.00