



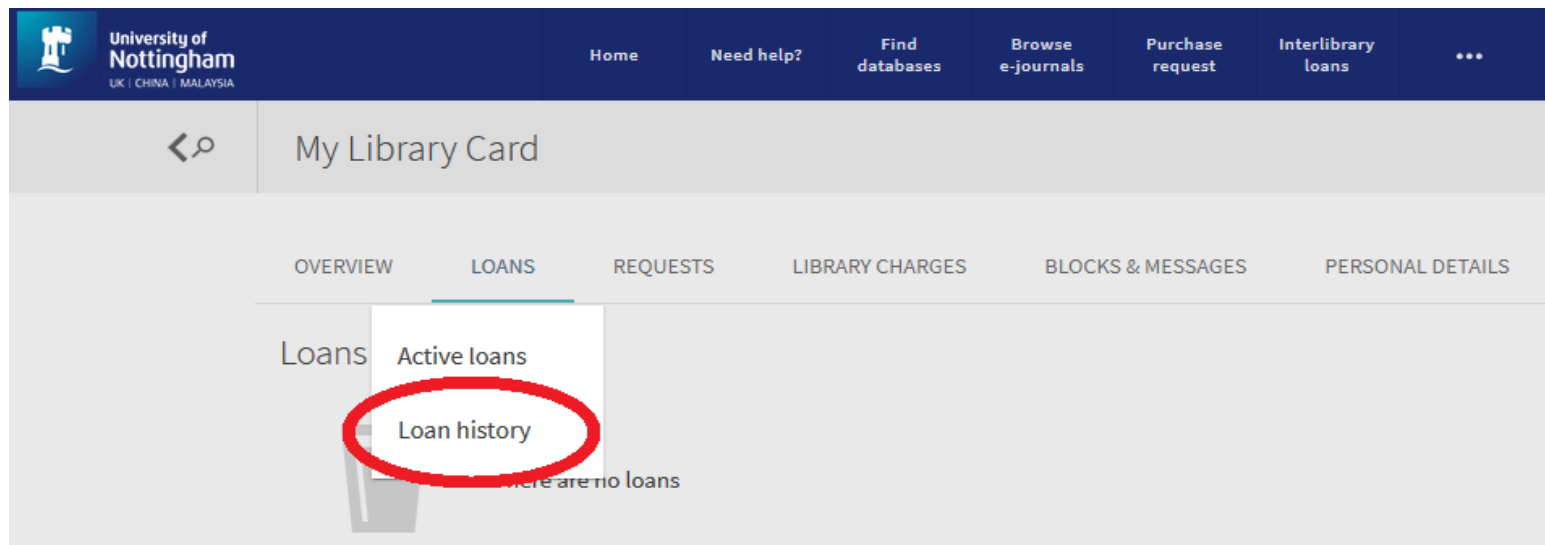
How to: Save your loans history on NUsearch

In April 2019, we will be upgrading our library system. This is part of a big project to improve student experience in the library. The new system will be easier to use, quicker and more effective.

When we move to our new system, we will lose access to some personal data stored on the current version. This includes your loans history.

This 'How to' guide provides instructions for how to find and save this information, so that you do not lose anything that you need.

1. [Log in to NUsearch](#)
2. Click on your name in the top right corner
3. Click on 'My Loans'
4. In the drop down menu, select 'Loans History'. This will take you a list of your loan history.





5. You need to click on the arrows at each entry to expand them.

The screenshot shows a library search interface. The top entry is collapsed, showing the title "Media governance in Korea 1980-20...", the author "Kim, Daeho.", and the return date "Return date: 01/11/2018, 14:30". A red arrow points to a small downward arrow (collapse icon) on the right side of this entry. Below it, the entry is expanded, showing the same title and author, but with additional details: "Return to: UNMC Library P95.82.K6 KIM", "Number of renewals: 0", "Date of the last renewal: 00000000", "Number of overdue notices: 00", "Loan date: 01/11/2018", "Loan status: Ordinary loan", and "Barcode: 200062132X". A small upward arrow (expand icon) is visible on the right side of the expanded entry.

1 Media governance in Korea 1980-20...
Kim, Daeho. Return date: 01/11/2018, 14:30
Return to: UNMC Library P95.82.K6 KIM

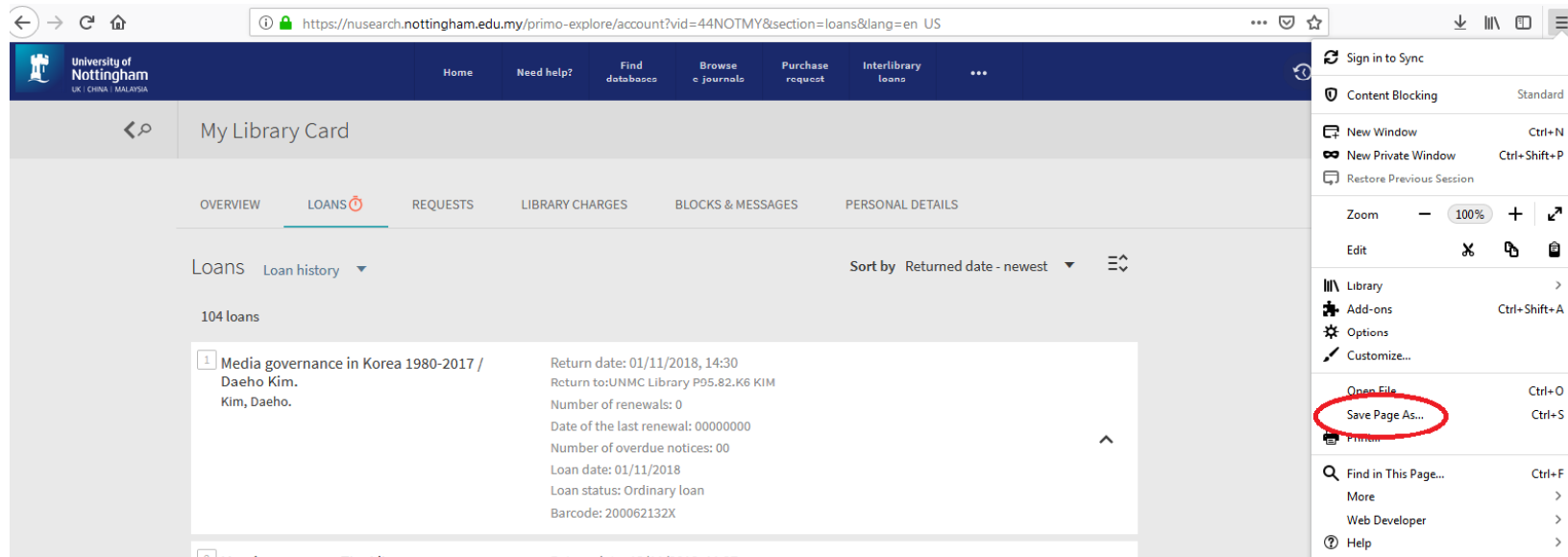
1 Media governance in Korea 1980-2017
/ Daeho Kim.
Kim, Daeho. Return date: 01/11/2018, 14:30
Return to: UNMC Library P95.82.K6 KIM
Number of renewals: 0
Date of the last renewal: 00000000
Number of overdue notices: 00
Loan date: 01/11/2018
Loan status: Ordinary loan
Barcode: 200062132X

6. As you cannot export these details from NUsearch, you will need to make a note or take a screenshot of your loans history.



Library

- Another option, you can save the loans history by using the save option at your internet browser. The save option is vary for different browsers. If you are unsure, please check on Google for instructions. When we move to our new system, we are pleased to say that you will be able to export your loans history.



- The steps on how to save your loan history on NUSearch ended here.