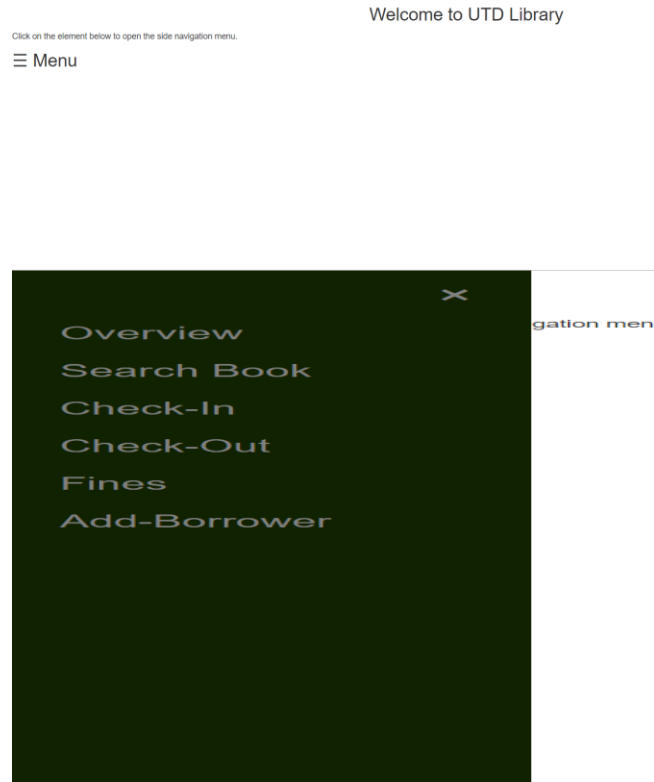# Quick Start Guide

There is a menu option at the home page. If you click to the menu all other option will be available there and then you can do your specific task.

Welcome to UTD Library

Click on the element below to open the side navigation menu.

≡ Menu

Overview
Search Book
Check-In
Check-Out
Fines
Add-Borrower

1.Borrower management:

a). If a borrower is new, then registration of the borrower through Add-Borrower page.

Register Borrower

FirstName	Enter FirstName
LastName	Enter LastName
SSN	Enter SSN
Email	Enter Email
Address	Enter Address
City	Enter City
State	Enter State
Phone	contactNumber

Register

Cancel

b). If the borrower is already exist, then it won't let you to register the same borrower.

2.Search Book:

a). You can search the book by clicking on Search Book option, you have to provide Book Name or Author Name or ISBN. If the   book is available, then check-out button will appear beside the book records.

b). If you click on the Check-Out button, then it will take you to the check-out page.

3.Check-Out:

a). On the Check-Out page you will put borrower id with the book's ISBN and then submit the form then the status of the book will be updated to checked out.

4. Check-In:

a). On the Check-In page you have to enter the ISBN name of the book and then submit it. Status of the book will be changed to available.

5.Fines:

a). For the fine collection you will provide card no and then click on the calculate fine button then the amount will appear and once it is paid. The fine will be 0 for that card id.

6.Overview:

a). On the overview page simple description about the library and all the process about search, check-in, check-out is mentioned so that user can understand all the process by self-learning.