iSkills: Getting started in Oxford libraries
Renewing books in SOLO – video transcript

Welcome to this iSkills video on renewing books in SOLO. Online renewals are very easy to do. The first step is to go to SOLO and sign in with your Oxford Single Sign On in the top right corner.

Once you are signed in, you can click on your name and this brings up a new window with various links. The My SOLO link shows you an overview of your current account activity. The loans link takes you straight to your current loans. Let's have a look at My SOLO.

This is the My SOLO overview page. From here, there are options to navigate to various areas in more detail, including loans. You can renew your books from this overview, by pressing Renew All in the loans box.

Let's take a look at this loans tab, which is where the loans link would have taken us. Here you can see a list of the books that I have out. It defaults to showing you your Active Loans, the books you currently have out at the moment. If you're interested in your loans history, you can click where it says Active Loans and you get the option to look at your Loan History.

Here we can see books that I've previously borrowed. There are options here to sort them and expand the items to see more details, if needed.To get back to my active loans, I just click back on Loan History and return to my Active Loans.

There are options here as well. The Sort by menu is where you can choose to sort your loans by due date or by title. I find sorting by Due date - oldest is usually the most helpful as then it brings the books that are going to go overdue first up to the top of the list.

Again, you can expand the details of each book by clicking the symbol furthest to the right. Let's just collapse that again. In the middle here is a Renew All option, for if you just want to try and renew all your loans at once.

You can also renew each individual item with the Renew button next to each one. And if you would like to renew a selection at once use the tick boxes over to the left to choose the ones you want to renew. So I'm going to pick the first four and say that I want to renew those. Now we get the Renew Selected option.

There are times when a renewal might not go through. This can be because someone else has placed a hold request on the book, so it needs to come back, or because it's from a library that limits the number of renewals you can make and you've reached the maximum number.

If a renewal does not go through, there'll be a warning message. As you can see here, it says that only some loans have been successfully renewed. We can then look down the list to we can then look down the list to see which item or items did not renew properly and the one that did not was this one. So the message is in red and

it's telling me Item has holds. This means that someone else has requested this book and is in the queue to see it next, and that's why I was not able to renew it.

The ones that did go through have got a green Renewed next to them. And this was the one that I didn't try and renew in the first place, which is why it still has the Renew option.

And that's it, that's how you renew books online in SOLO!
Thank you for watching!