Requesting Book Club Kits through KitKeeper

Wake County Public Libraries has a collection of 380+ kits available for checkout. A Book Club Kit includes a tote bag with 15 paperback copies of a title, and a guide to help you host a great meeting. To use this service, you will need your Wake County Public Libraries membership number and PIN. Here’s how to get started:

Go to www.wakegov.com/libraries/kits and search for kits one of three ways:

1. Click “GO” to see a list of all kits

   The Wake County Public Libraries's book group collection has 392 kits.
   Click GO to see a list of the kits.

   a. Scroll through the list of book club kits, with descriptions and additional information (such as length.) Tip: you can sort this page by title or author by using the drop-down box. When you have located a kit you would like to reserve, click “RESERVE THIS KIT”

   b. Select the date from the calendar that you would like to pick the kit up from your local library. Dates in gray are unavailable (the kit has been reserved by someone else). Scroll until you see the word “Reserve” and click it to reserve the kit.

      i. Most kits have multiple copies available, designated by a number at the end of the title (ex. Book Thief [1] and Book Thief [2]). If the kit you would like to reserve has multiple copies, each will have its own calendar of availability. Navigate between these at the top of the screen in the green box that reads “Here are the kits with similar titles.” Select a different copy of the kit and click “Switch” to see its availability.

   c. Enter your 14 digit Wake County Public Libraries membership number and PIN. On the next screen, select Continue. Verify that your contact information and
pick up location are correct. Click Reserve this kit. You will be emailed a confirmation of your reservation.

2. Click “GO” if you know the kit you would like to reserve

If you know the kit that you would like to reserve... select it from the list below and then click GO.

- Select a Kit to Reserve -

GO

a. **Select the title** you would like to reserve from the drop-down box. Click “GO.”

b. Follow the steps from above (1B-1C) to select a date and reserve the kit.

3. Click GO to see what kits are available to pick up for a given month (Recommended)

To see what kits are available for a given month...

select the month from the list below and then click GO.

2015 - March

GO

a. **Select the month** in which you would like to pick up your kit, and click “GO.”

b. When the month has loaded, **click the day** that you would like to pick the kit up. The titles available for pick up on that date will appear on the right of the screen.

c. **Click the title** that you would like to reserve. Follow the steps from above (1C) to reserve the kit.

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**Additional Information**

- **How many kits can I request at a time?**
  You can have up to 13 active requests at any time.
- **How far in advance can I request kits?**
  You can book kits 13 months out.
- **Can I renew a kit?**
  Kits cannot be renewed. They are checked out for 6 weeks.
- **Where can I find a record of my requests?**
  At the bottom the KitKeeper main screen, click on “My Kits” to view all your requests, both past and current.

**Make sure you are getting our emails!**

Emails about the status of your book club kits will come from kitkeeper@plymouthrocket.com. Please make sure that these do not go into your spam folder!

**Need inspiration for your book club?**
Check out resources and ideas at http://guides.wakegov.com/bookclubresources