

**Department of Libraries**

**Agency of Administration**

The Department of Libraries (VTLIB) maintains the web-based statewide library catalog Web2. The link for searching the catalog can be found on the Department’s website. [www.libraries.vermont.gov](http://www.libraries.vermont.gov)

Web2 works to search all participating Vermont library collections and assists in the Vermont Automated Library System (VALS) Web2 interlibrary loan system.

**Basic use of Web2:**

[**www.web2.libraries.vermont.gov**](http://www.web2.libraries.vermont.gov)

1. From the Web2 welcome screen, click on the **Catalog** button.
2. To search the Department of Libraries’ collections, which include the Vermont State Library and the Midstate Library Service Center, enter the search terms and then choose the type of search you wish to perform.
3. To search multiple Vermont library catalogs and selected databases simultaneously click the **Other Libraries** link located in the green banner at the top of the search page. You may search the various catalogs individually or simultaneously. The Other Libraries search currently includes all VALS libraries that meet specific technical requirements.

**Interlibrary Loan from Web2:**

1. View the full record of the item you wish to request.
2. Click on the **Request Title via ILL** or **Request Title** link which appears just above the title of the item.
3. When making a request you are required to enter a Library Card Number and PIN. For assistance with the card numbers and PINs contact the Vermont State Library at (802) 828-3267 or the Midstate Library Service Center at (802) 828-2320.
4. A copy of reach request will be sent to your VALS email account. Check to confirm the request was submitted successfully.

**My Account**

1. You will find the link to **My Account** in the banner at the top of most pages of the Web2 catalog.
2. Once you have entered in your Library Card Number and PIN you will be able to:
	1. View items check out from the Department of Libraries
	2. Renew items that are not overdue and have not been renewed previously
	3. View current fines and fees
3. If you have borrowed items from other VALS libraries (public, academic or school) those items will NOT appear on the list of items your library has checked out.

For further assistance with the Web2 Catalog contact your regional librarian or Sheila Kearns at the Department of Libraries.

[www.libraries.vermont.gov/contact\_us/directory](http://www.libraries.vermont.gov/contact_us/directory)