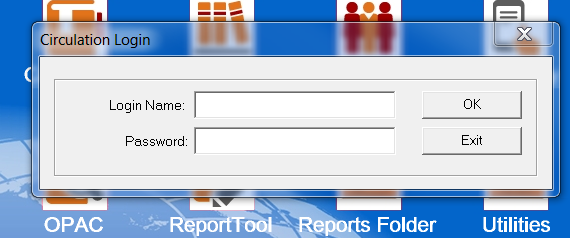
Open Circulation by going to the Staff Menu- Library- Circulation

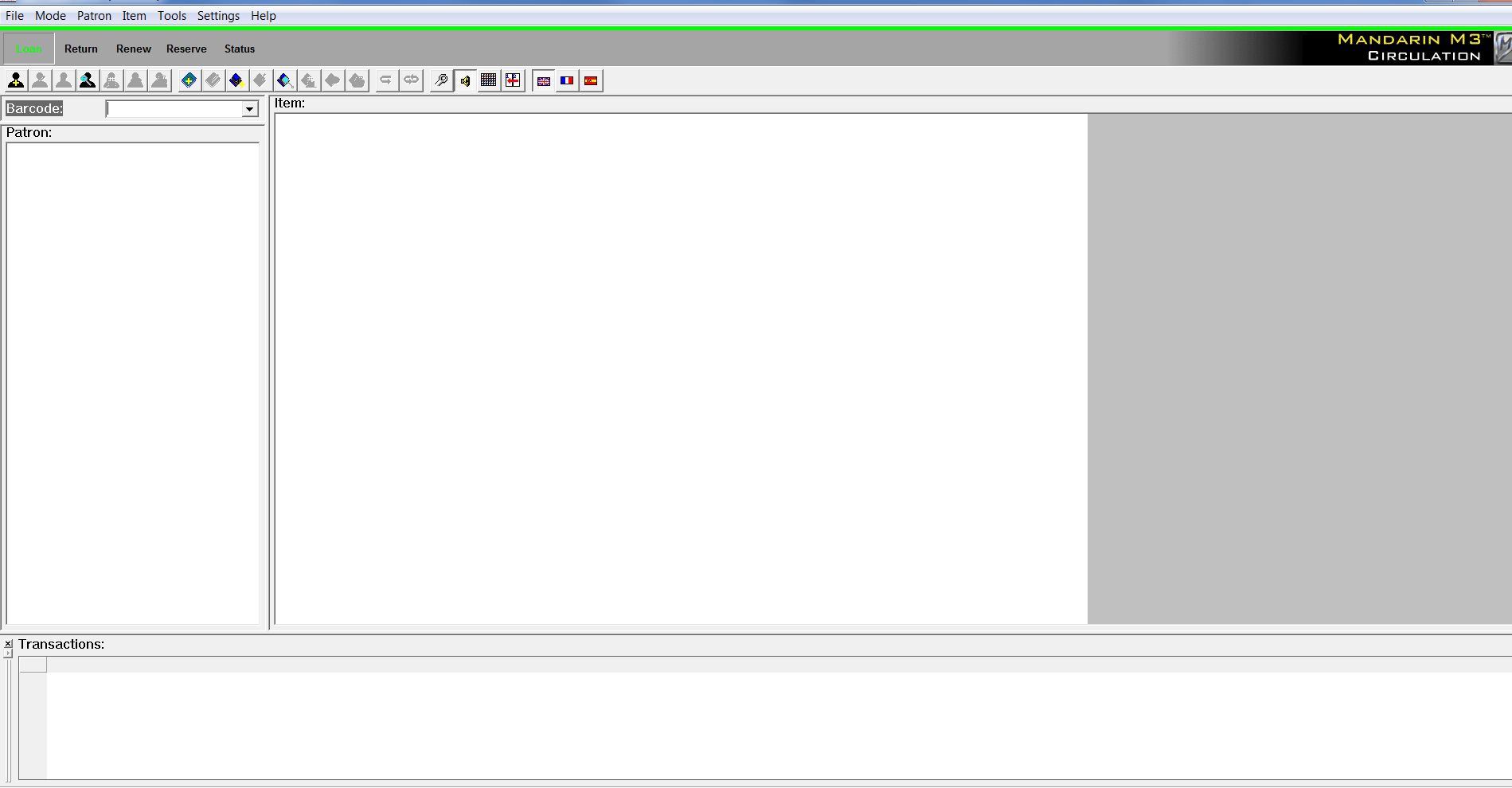
The following window opens. Type in your username and password.



Returning One Item

To return an item:

1. On the toolbar, click Return.

2. In the Barcode box, scan or type the item barcode, and then press ENTER. This returns the item.