

HOW TO RENEW YOUR BOOKS ON-LINE

I. How to our university website, <http://library.mcu.ac.th/>

The screenshot displays the website for the Central Library Division. At the top, a navigation bar includes links for Home, E-Library, International Journal, Database Online, Network Library, Academic Books, and Gallery, along with a language dropdown set to English (UK). Below this is a banner for the Central Library Division featuring a photograph of a modern library interior. The main content area is divided into several sections: a 'Searching Books' section with a search bar; an 'About Central Library' section with a list of links including Home, Philosophy/Vision/Mission, History, Structure, person, Contact, Library Services, and Room service; an 'E-Library' section with links to Searching Books, Book of Renew, Academic Articles, Buddhist E-Library, IQNews Clip Database, Theses of MCU, and 2 Million E-Books; and a 'Database Online' section with links to Thailis thesis searching, Thai Theses Online, Dissertation fulltext, Nida of Database, SWU of Database, and Thammasat of Database. A central 'Notification/announcement' section features an IQNewsClip logo and a news item dated Tuesday, 03 March 2015. Below this is a 'News for Central Library' section with several news items, each accompanied by a small image and a date. On the right side, there is a circular portrait of Phrasirichaisophon, Director of the Central Library Division, and a 'Renew Books Online' section with fields for Member ID and Password, and a Login button. At the bottom right, there is a 'History of MCU' video player showing a building and the IQNewsClip logo.

2. Log in using your student ID or library member number in both the username and password sections.

The screenshot displays the website for the Central Library Division. At the top, there is a navigation menu with links for Home, E-Library, International journal, Database Online, Network Library, Academic Books, and Gallery. A language dropdown menu is set to English (UK). Below the navigation is a banner image of a modern library interior. The main content area is divided into several sections:

- Searching Books:** A search box with the text "Search for books" and a "Search" button.
- About Central Library:** A list of links including Home, Philosophy/Vision/Mission, History, Structure, person, Contact, Library Services, and Room service.
- E-Library:** A list of links including Searching Books, Book of Renew, Academic Articles, Buddhist E- Library, IQNews Clip Database, Theses of MCU, and 2 Million E- Books.
- Database Online:** A list of links including ThaiLIS thesis searching, Thai Theses Online, Dissertation fulltext, Nida of Database, SWU of Database, and Thammasat of Database.
- Notification/announcement:** A section with a header and a news item from IQNewsClip dated Tuesday, 03 March 2015.
- News for Central Library:** A section with a header and several news items with dates ranging from March 6 to March 17, 2015.
- Phrasirichaisophon:** A circular portrait of a Buddhist monk, identified as Phrasirichaisophon, Director of the Central Library Division.
- Renew Books Online:** A login form with fields for Member ID and Password, and a Login button. This section is highlighted with a red border.
- History of MCU:** A video player showing a building, with the IQNewsClip logo at the bottom.

3. Click on 'My Account'. Details of the books you have borrowed will be displayed.

The screenshot shows the library's website interface. At the top, there is a header with the library's name in Thai and English: "หอสมุดกลาง Central Library (Wangnoi) มหาวิทยาลัยมหจุฬาลงกรณราชวิทยาลัย Mahachulalongkornrajavidyalaya University". A red box highlights the "My Account" link in the navigation menu. Below the header, there is a search bar and a "Search" button. A "I lost my card" link is also visible. The main content area shows a list of borrowed books with columns for "select for renewal", "Title", "Check-out Date", "Due Date", "Checked out at", "Status", "Last Notice", and "Times Renewed".

select for renewal	Title	Check-out Date	Due Date	Checked out at	Status	Last Notice	Times Renewed
<input type="checkbox"/>	ปัญญาพิท / ปัญญา	March 6, 2015	March 13, 2015	MCU:WANGNOI (หอสมุดกลาง)	Checked Out		0 of 1
<input type="checkbox"/>	การเขียนเว็บไซต์ด้วย XHTML, CSS และ JavaScript / การเขียนเว็บไซต์ด้วย XHTML, CSS และ JavaScript	March 6, 2015	March 13, 2015	MCU:WANGNOI (หอสมุดกลาง)	Checked Out		0 of 1
<input type="checkbox"/>	พระสุเมธญาณ = Suttanta Pitaka / พระสุเมธญาณ = สุตตนิพนธ์พระไตรปิฎก	March 6, 2015	March 13, 2015	MCU:WANGNOI (หอสมุดกลาง)	Checked Out		0 of 1
<input type="checkbox"/>	พระสุเมธญาณ = สุตตนิพนธ์พระไตรปิฎก	March 6, 2015	March 13, 2015	MCU:WANGNOI (หอสมุดกลาง)	Checked Out		0 of 1

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Buttons: Renew, Select All, Clear All, Export

4. Click on the book(s) that you wish to renew, and check the 'Renew' box. The VTLS program will then automatically renew your borrowed book and update the 'due date'.

The screenshot shows the library's website interface. At the top, it displays the logo and name of the Central Library (Wangnoi) at Mahachulalongkornrajavidyalaya University. Below the header, there are navigation tabs for 'My Account', 'My Lists', 'My Tags', 'Cart', 'Heading Search', 'Reserves Search', 'Search History', 'Logout', 'Thesis/Thairama', and 'e-Book'. A search bar is present with a 'Search' button and a link to 'Advanced Search'. Below the search bar, there are buttons for 'I lost my card', 'Checked Out', 'Requests', 'Account', 'Contact Information', and 'Queue'. The main content area shows a table of borrowed books with columns for 'select for renewal', 'Title', 'Check-out Date', 'Due Date', 'Checked out at', 'Status', 'Last Notice', and 'Times Renewed'. The 'Due Date' column is highlighted in red. Below the table, there are buttons for 'Renew', 'Select All', 'Clear All', and 'Export'.

select for renewal	Title	Check-out Date	Due Date	Checked out at	Status	Last Notice	Times Renewed
<input type="checkbox"/>	อังกฤษ / ฝรั่ง	March 6, 2015	March 13, 2015	MOU:WANGNOI (Wangnoi)	Checked Out		0 of 1
<input type="checkbox"/>	การพัฒนาเว็บไซต์ด้วย XHTML, CSS และ JavaScript / วิชา คอมพิวเตอร์ และ อินเทอร์เน็ต	March 6, 2015	March 13, 2015	MOU:WANGNOI (Wangnoi)	Checked Out		0 of 1
<input type="checkbox"/>	พระสุตตันตปิฎก= Suttanta Pitaka / ธรรมสาร สอนพระธรรมคัมภีร์พระสงฆ์พระภิกษุ	March 6, 2015	March 13, 2015	MOU:WANGNOI (Wangnoi)	Checked Out		0 of 1
<input type="checkbox"/>	ภาษาอังกฤษสำหรับครู ฝึก ประถม ศึกษาศาสตร์	March 6, 2015	March 13, 2015	MOU:WANGNOI (Wangnoi)	Checked Out		0 of 1

Books can be renewed in person at the library, or on-line as outlined above, but can only be renewed a maximum of one times per book.



Overdue books will be subject to a fine of 5 Baht per day per book, thesis 10 Baht per day per book, and audio visual material 10 Baht per day per item.