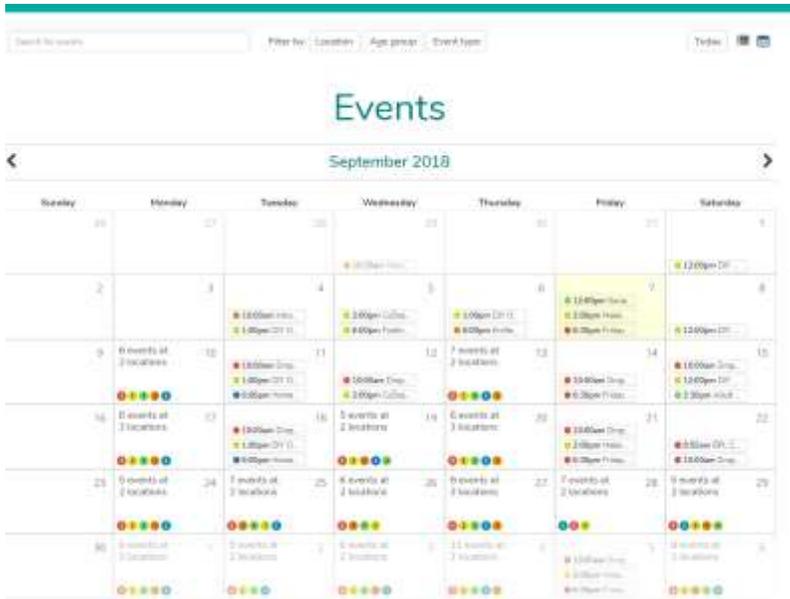
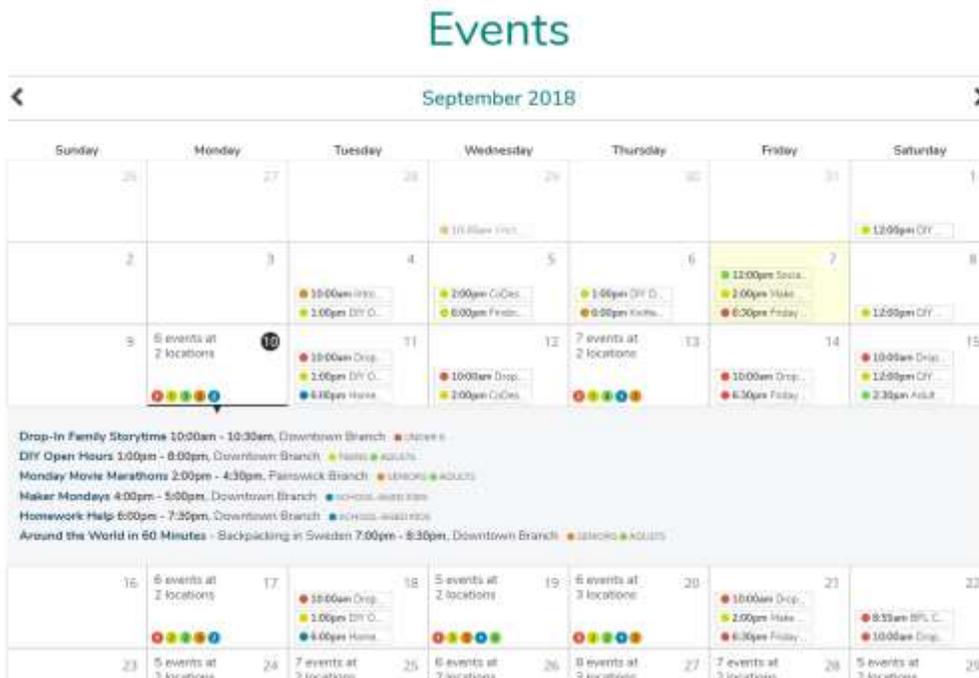


Patron Booking Instructions

1. This is what the new BPL Events Calendar looks like.

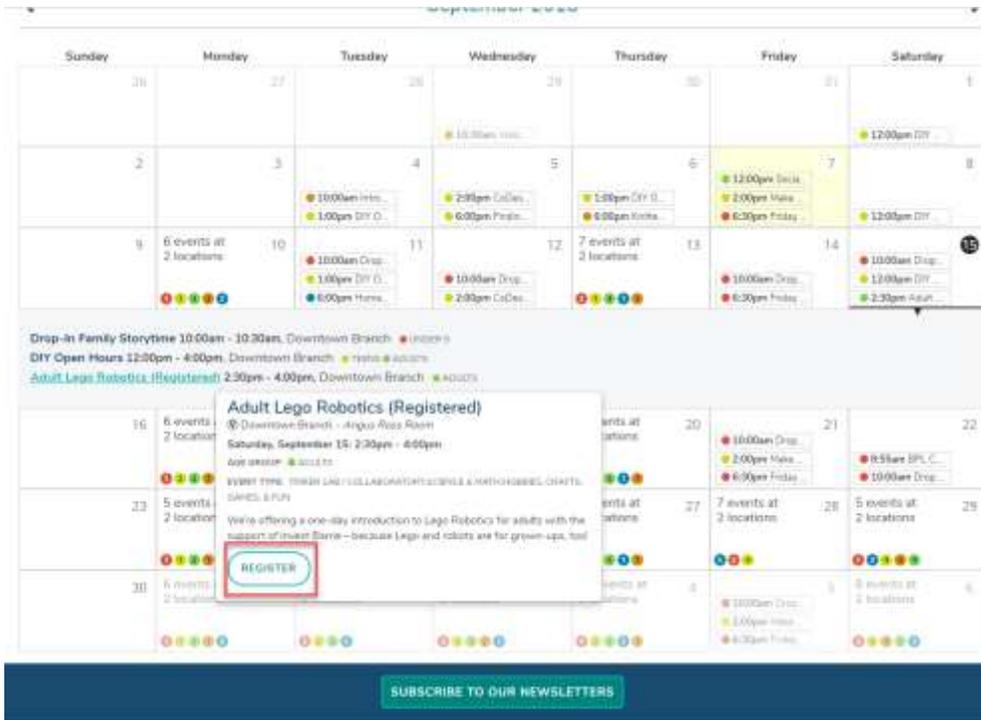


2. You can click on an individual bubble to see the info about that program, or click on an entire day in the Calendar to see every event being put on that day.



(Head to the next page to register in a program!)

3. You may click on the title of a program to see more information, and there will be a register option if it is a registered program.



4. Once you click “Register” it will bring up a registration window. If you put in your **library card number** and **PIN** and press the “Find Details” button, it will fill in as much information from your library card info as it can. Make sure all fields with a red asterisk have some information in them, and then click the blue “Register” Button in the bottom corner to finish registering for the program! You will receive a confirmation email if you entered a valid email address. **Congratulations you are registered for an event in the new calendar!**

Note: If you don't have an email address you can enter Noemail@noemail.com if you provide a phone number you may receive any updates about the program via phone instead.