

Holds

Please place "a hold" on the item(s) through the "[eSearch for Teaching & Learning Resources](#)" if it has been borrowed by another user. Library staff will notify user by email after receiving the "on hold" item(s). User will collect it from the Lending Services Counter **within 3 working days** (from the date of notified email). Otherwise, the right of "on hold" application will be cancelled.

Hold Materials:

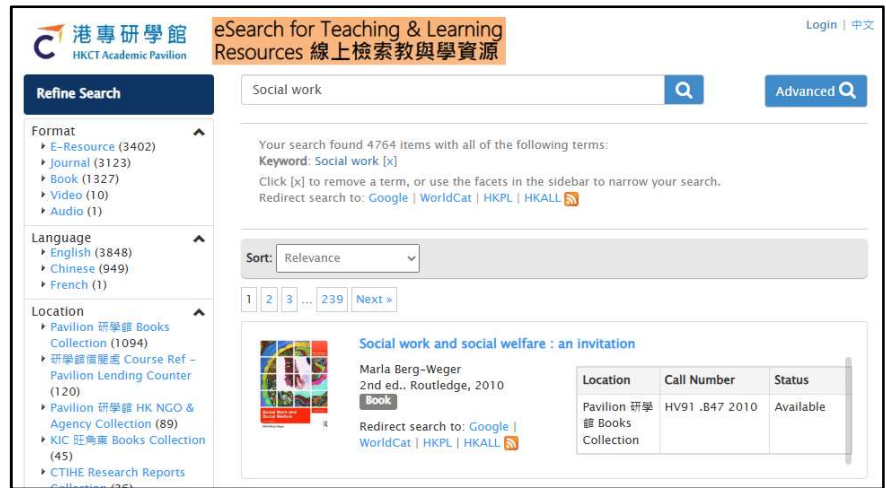
Borrower Type	Hold Quota
Student	10
Staff: Teaching (Full-time / Part-time) Non Teaching (Full-time / Part-time)	10

How to hold item(s):

1. Access the "[eSearch for Teaching & Learning Resources](#)" on the [library website](#) for searching items.



2. Please see the details of status after searching:



3. Library materials can only be reserved in the following situations:

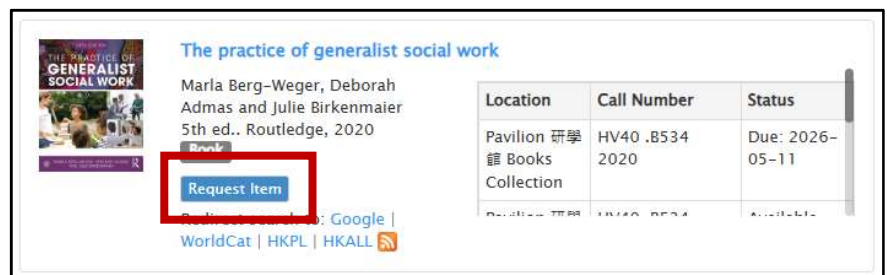
- On display
(status: ON DISPLAY)
- On loan
(status: ON LOAN)



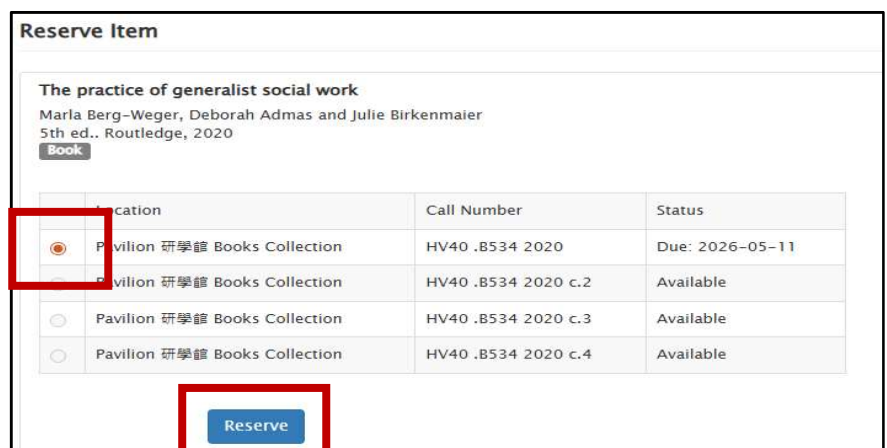
4. Click the "Request Item" and input the Patron Barcode and PIN, and then press "Sign in".



5. You will be redirected to the search results page, click "Request Item" again.



On the "Reserve Item" page, select available item(s) and click "Reserve".



6. "Item is successfully reserved" will be displayed if the item(s) successfully on hold.

Reserve Item

✓ Item is successfully reserved

The practice of generalist social work
 Marla Berg-Weger, Deborah Admas and Julie Birkenmaier
 5th ed., Routledge, 2020
 Book

Location	Call Number	Status
Pavilion 研學館 Books Collection	HV40 .B534 2020	Due: 2026-05-11

7. The reasons for unsuccessful on hold are shown for reference.

8. Reserved items can be found at the "Items On Hold" from "My Account".

My Account

- General Information
- Items Checked Out
- Items On Hold**
- Outstanding Fines
- Borrowing History
- Change Password

Items On Hold

Title	Call Number	Barcode	Due Date
The practice of generalist social work / Marla Berg-Weger, Deborah Admas and Julie Birkenmaier.	HV40 .B534 2020	AV4706	20260511