

Request an item through LINK+

Go to <http://menlopark.org/library> or <http://menlopark.bibliocommons.com> and do a search for the title you want.

In the following screenshot, we are looking for the movie "Midnight Lace" on DVD. We typed "Midnight Lace" in the search box and changed the search type dropdown box to "Title." Click the "Search Catalog" button to execute your search.

The screenshot shows the City of Menlo Park website's library page. At the top, there are navigation links for "Create an Account" and "Sign In", along with a "Select Language" dropdown. The main header features the City of Menlo Park logo and social media icons. Below the header is a navigation menu with categories: "GOVERNMENT", "OUR COMMUNITY", "SERVICES", and "DOING BUSINESS". On the left side, there is a vertical menu with options: "My library", "Explore", "eLibrary", "Additional services", "About the library", "Programs and events", and "Project Read". At the bottom left, there are three icons: "Notify Me®!", "Report a Concern", and "Share Your Ideas". The main content area displays the breadcrumb "You are here: Home > Government > City departments > Library" and the heading "Library". Below the heading is a search bar with a dropdown menu set to "Title" and the text "Midnight Lace" entered. A "Search Catalog" button is to the right of the search bar. Below the search bar are two input fields for "Card # or username" and "PIN", with a "Log Into Account" button to the right. Below the login fields is a list of links: "Belle Haven Branch Library", "Library System Improvements", "Databases", "eBooks", "Kanopy streaming video", and "Storytimes". A "View All" button is located to the right of the list. At the bottom of the main content area, there are two buttons: "Library events" and "eLibrary". On the right side, there is a vertical sidebar with a "Com" button at the top, a "Search" button, and a "Sean I Library Email" link. At the bottom right, the phone number "650-33" is visible.

This will take you to our catalog page. Here's a screenshot of the results from our "Midnight Lace" search.

Since the only item by that title in Peninsula Library System is a book and not a DVD, click the link labeled "Try your search in LINK+ >" located near the top of the page.

The screenshot shows a library catalog search results page. At the top, there is a navigation bar with "English" (dropdown), "Help" (with a question mark icon), and "Log In / My Library" (dropdown). Below this is a dark blue header with a tree logo, a menu icon, and a search icon. The main content area features the title "Title search: **Midnight Lace**" in large blue font. To the right of the title are "Save search" (with a heart icon) and a RSS icon. Below the title is a link "View as keyword search" and another link "Try your search in LINK+ >". A control bar contains "Filter results" (dropdown), "Sort by: Relevance" (dropdown), list view icons, and "1 to 1 of 1 result" with navigation arrows. The search result is for "Midnight Lace", a novel by Kantor, MacKinlay. It includes a book icon, the text "Book - 1948", and the status "Available" with a "View details" link. To the right of the result are a "For Later" button (with a book icon and a dropdown arrow) and a prominent green "Place a Hold" button.

This will take you to the LINK+ portal showing a list of available titles. Often you will see multiple listings for the same title. This is due to slight variances in the individual catalog listings among the 70+ different library systems. You can click through to explore the various listings and find an item that is available for requests. (LINK+ only fulfills requests if the item is immediately available on the shelf at the time you place the request, in order to deliver on the 5-7 days fulfillment promise.)

In our search example, we're going to select the fourth listing from the top (not shown in the above screenshot) that says "2 libraries have this title." The reason we chose this listing is because the system says these items are available for request. To request the item, click the "Request it" button.

Search: [Advanced Search](#)



Items held by Berkeley Public Library and Hayward temporarily unavailable for checko

Results 1 - 25 of 54 for Midnight Lace

Sorted by [Relevance](#) | [Date](#) | [Title](#) | [Author](#)

Refine by:

Search Found In

- Title (7)

Format

- Musical Scores (18)
- Books & Journals (14)
- Music Recordings (8)
- DVDs, VHS & Blu-ray (6)
- Electronic Resources (6)

[more >](#)

Language

- English (47)
- Portuguese (1)
- French (1)
- Irish (1)
- Spanish (1)

Publish Date

to

Midnight lace [videorecording] / screenplay by Ivan Goff and Ben Roberts ; directed by David Miller ; produced by Ross Hunter and Martin Melcher

DVDs, VHS & Blu-ray | Universal Pictures Home Entertainment | 2017

1 Library has this title

[Request it](#)

Additional actions: [📌](#) [✉](#)

Midnight lace / screenplay by Ivan Goff and Ben Roberts ; directed by David Miller ; produced by Ross Hunter and Martin Melcher

DVDs, VHS & Blu-ray | Universal Pictures Home Entertainment | 2017

1 Library has this title

[Request it](#)

Additional actions: [📌](#) [✉](#)

Midnight lace [videorecording] / Universal International ; a Ross Hunter-Arwin production ; screenplay by Ivan Goff and Ben Roberts ; produced by Ross Hunter and Martin Melcher ; directed by David Miller ; a Universal-International release

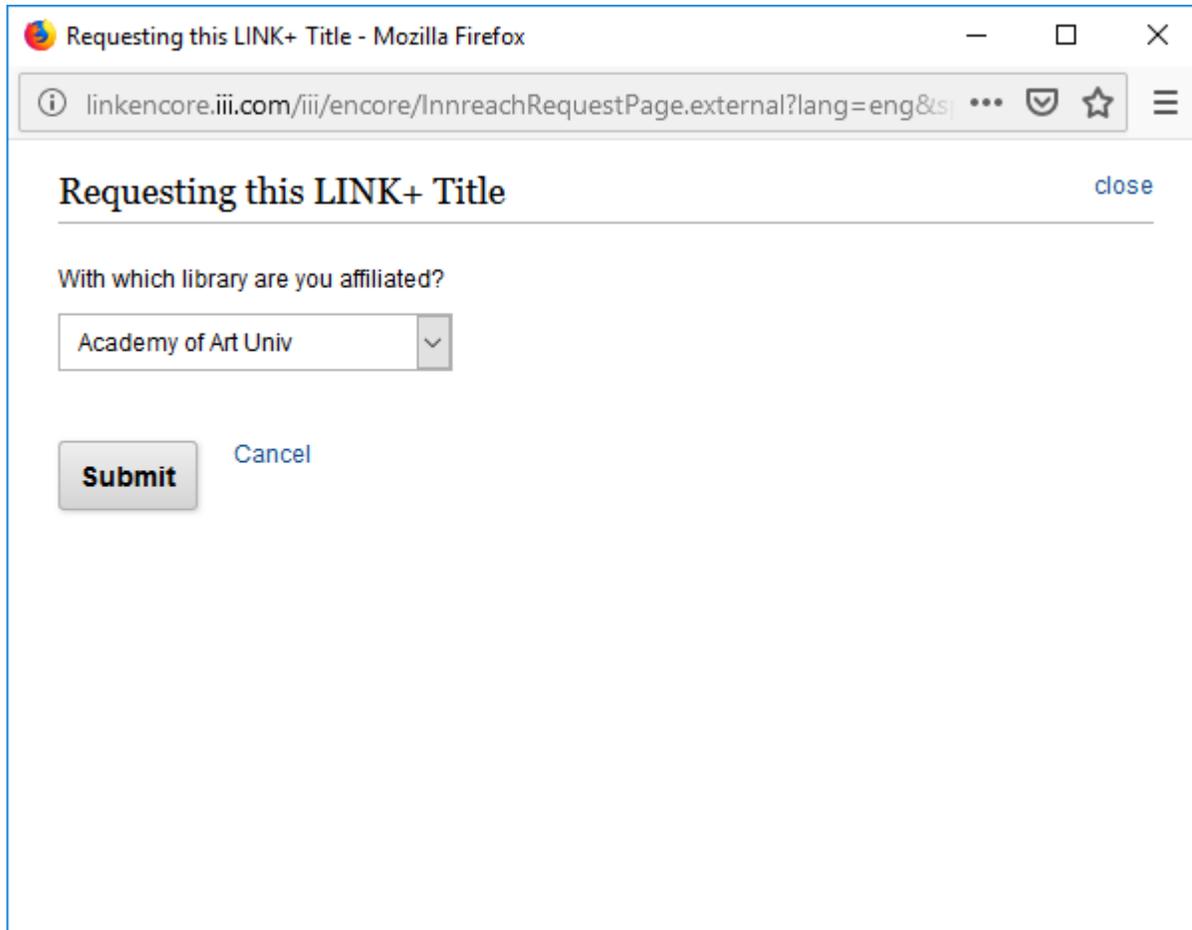
DVDs, VHS & Blu-ray | Turner Classic Movies | 2014

3 Libraries have this title

[Request it](#)

Additional actions: [📌](#) [✉](#)

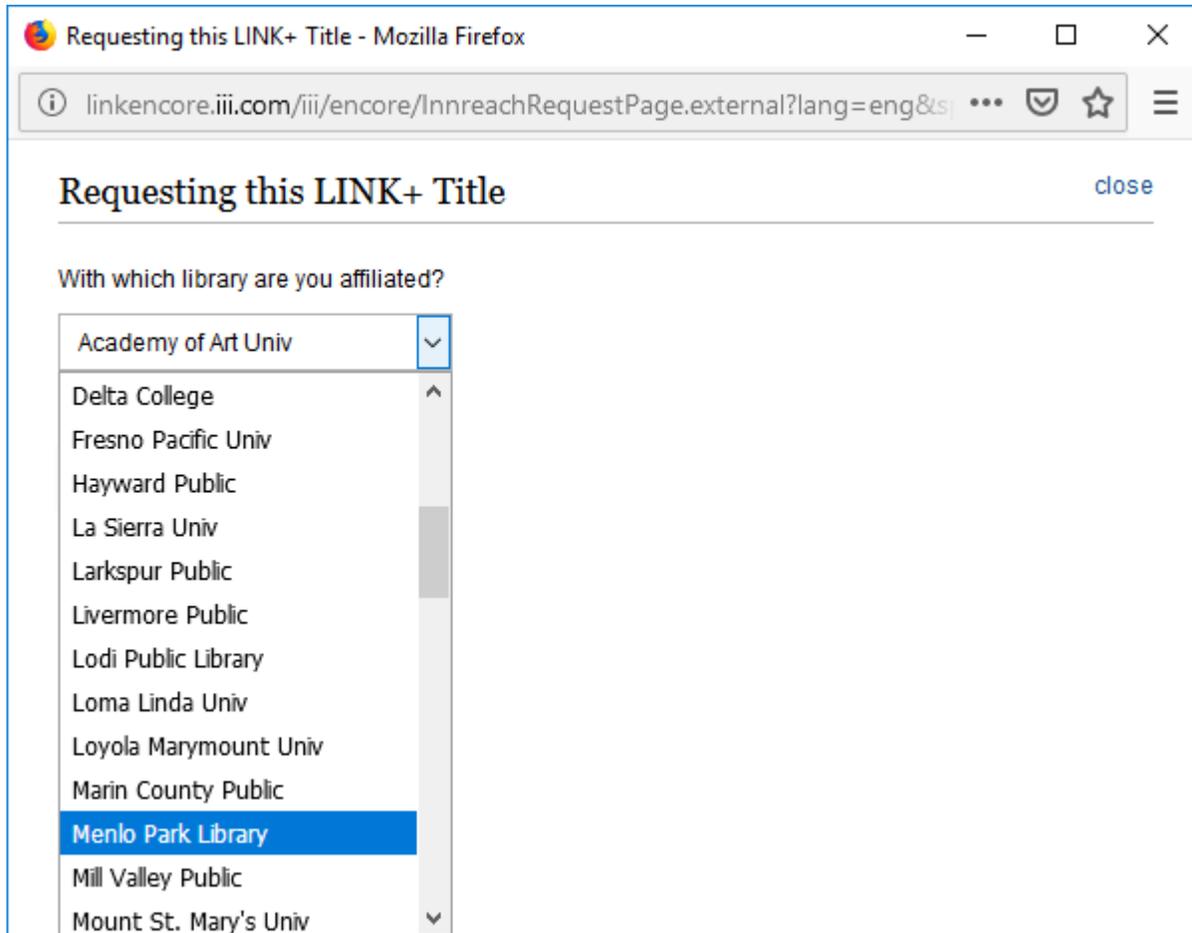
That will open a pop-up window with headline "Requesting this LINK+ title" where you will log in with your library card.



The image shows a Mozilla Firefox browser window with the title "Requesting this LINK+ Title - Mozilla Firefox". The address bar contains the URL "linkencore.iii.com/iii/encore/InnreachRequestPage.external?lang=eng&sj". The main content area of the browser displays a pop-up window with the following elements:

- Header:** "Requesting this LINK+ Title" with a "close" link on the right.
- Text:** "With which library are you affiliated?"
- Form:** A dropdown menu with "Academy of Art Univ" selected.
- Buttons:** A "Submit" button and a "Cancel" link.

Use the drop down menu to change the library to "Menlo Park Library", then click "Submit"



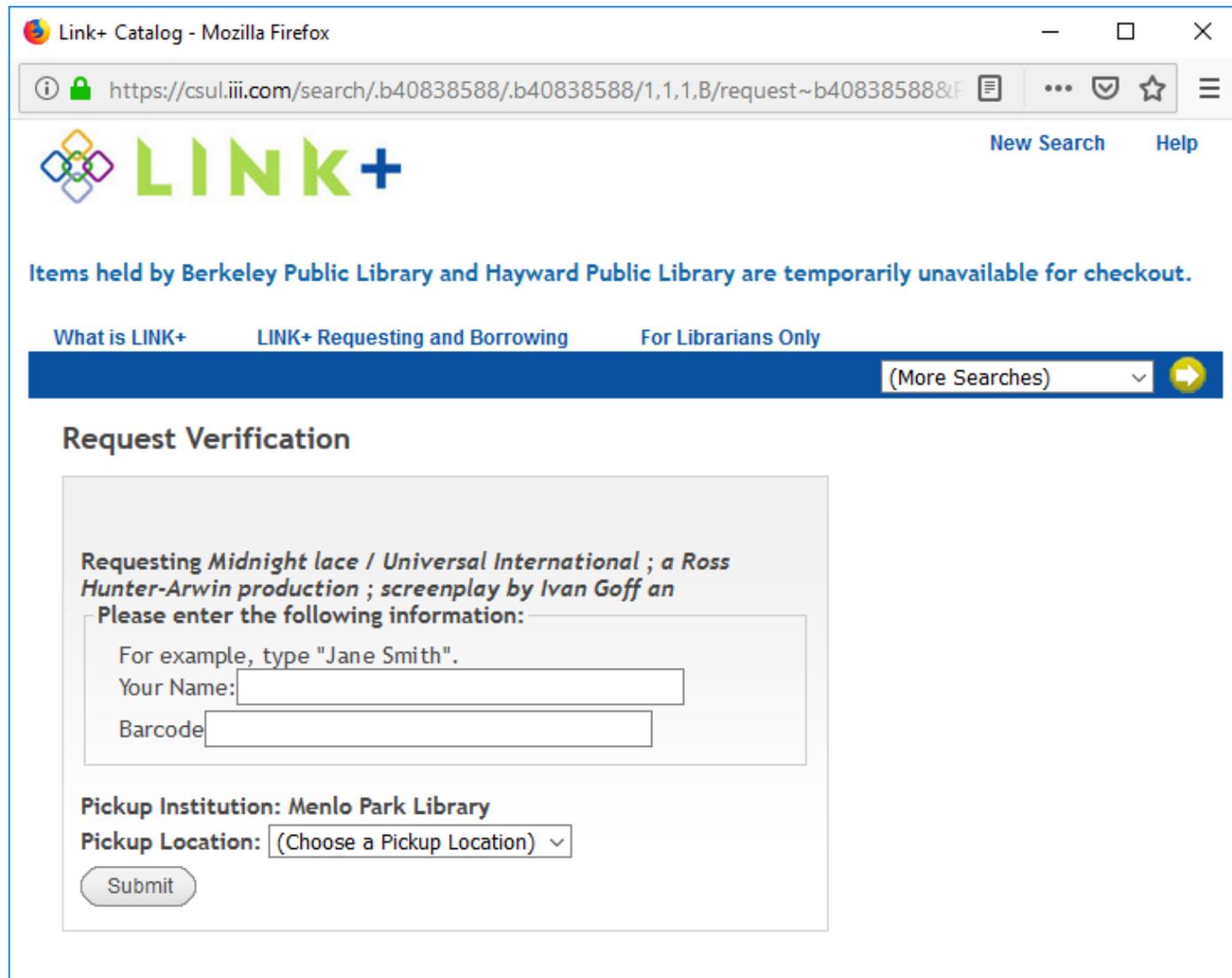
The screenshot shows a Mozilla Firefox browser window with the title "Requesting this LINK+ Title". The address bar contains the URL "linkcore.iii.com/iii/encore/InnreachRequestPage.external?lang=eng&sj". The page content includes a "close" link and a question: "With which library are you affiliated?". Below this is a dropdown menu with the following options: Academy of Art Univ, Delta College, Fresno Pacific Univ, Hayward Public, La Sierra Univ, Larkspur Public, Livermore Public, Lodi Public Library, Loma Linda Univ, Loyola Marymount Univ, Marin County Public, Menlo Park Library (highlighted), Mill Valley Public, and Mount St. Mary's Univ.

Requesting this LINK+ Title [close](#)

With which library are you affiliated?

- Academy of Art Univ
- Delta College
- Fresno Pacific Univ
- Hayward Public
- La Sierra Univ
- Larkspur Public
- Livermore Public
- Lodi Public Library
- Loma Linda Univ
- Loyola Marymount Univ
- Marin County Public
- Menlo Park Library**
- Mill Valley Public
- Mount St. Mary's Univ

Enter your name and Menlo Park Library card number, then select your pickup location and click "Submit".



The screenshot shows a web browser window titled "Link+ Catalog - Mozilla Firefox". The address bar contains the URL: <https://csul.iii.com/search/.b40838588/.b40838588/1,1,1,B/request~b40838588&F>. The page features the Link+ logo and navigation links for "New Search" and "Help". A blue banner at the top states: "Items held by Berkeley Public Library and Hayward Public Library are temporarily unavailable for checkout." Below this are links for "What is LINK+", "LINK+ Requesting and Borrowing", and "For Librarians Only". A search bar contains the text "(More Searches)" and a search button. The main content area is titled "Request Verification" and contains a form with the following fields:

Requesting *Midnight lace / Universal International ; a Ross Hunter-Arwin production ; screenplay by Ivan Goff an*
Please enter the following information:

For example, type "Jane Smith".
Your Name:
Barcode:

Pickup Institution: Menlo Park Library
Pickup Location: (Choose a Pickup Location)

After you complete the request, you should land on a confirmation page, and your item will be delivered for you to pick up in a week or so. You will receive an email notification when the item is ready for pickup.

If you need further assistance, please contact the Information Desk at 650-330-2520 or mplref@plsinfo.org and one of our librarians will be happy to help you.