

How To **with HCPL** Renew Online

This guide provides step-by-step instructions to renewing your library items on the Harris County Public Library website.

This guide assumes you already know how to log in to your library account on the website. If you need help with logging in, please check out our video and guide on that topic! You can also reach out to your local library branch for help.

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Where to Renew Your Items

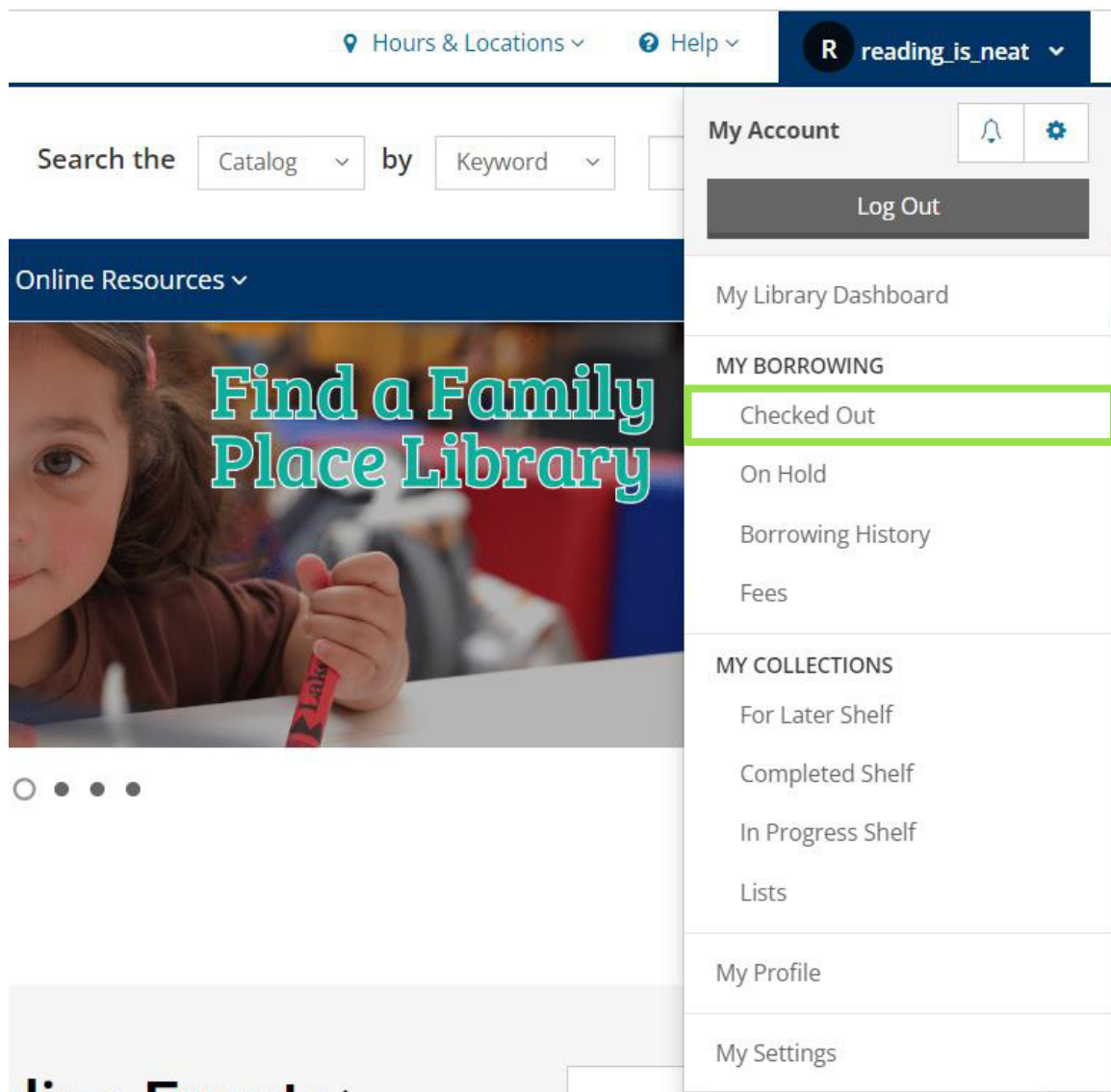
You renew your physical library items on the Checked Out page in your library account. Digital items cannot be renewed on the Harris County Public Library website. They must be renewed through the Libby app or our OverDrive website: hcpl.overdrive.com.

Accessing the Checked Out Page

1. When you're logged in to your account on the website, your username shows in the dark blue button in the top right corner of the screen.



2. Clicking on your username causes a dropdown menu to appear. Click the **Checked Out** option.

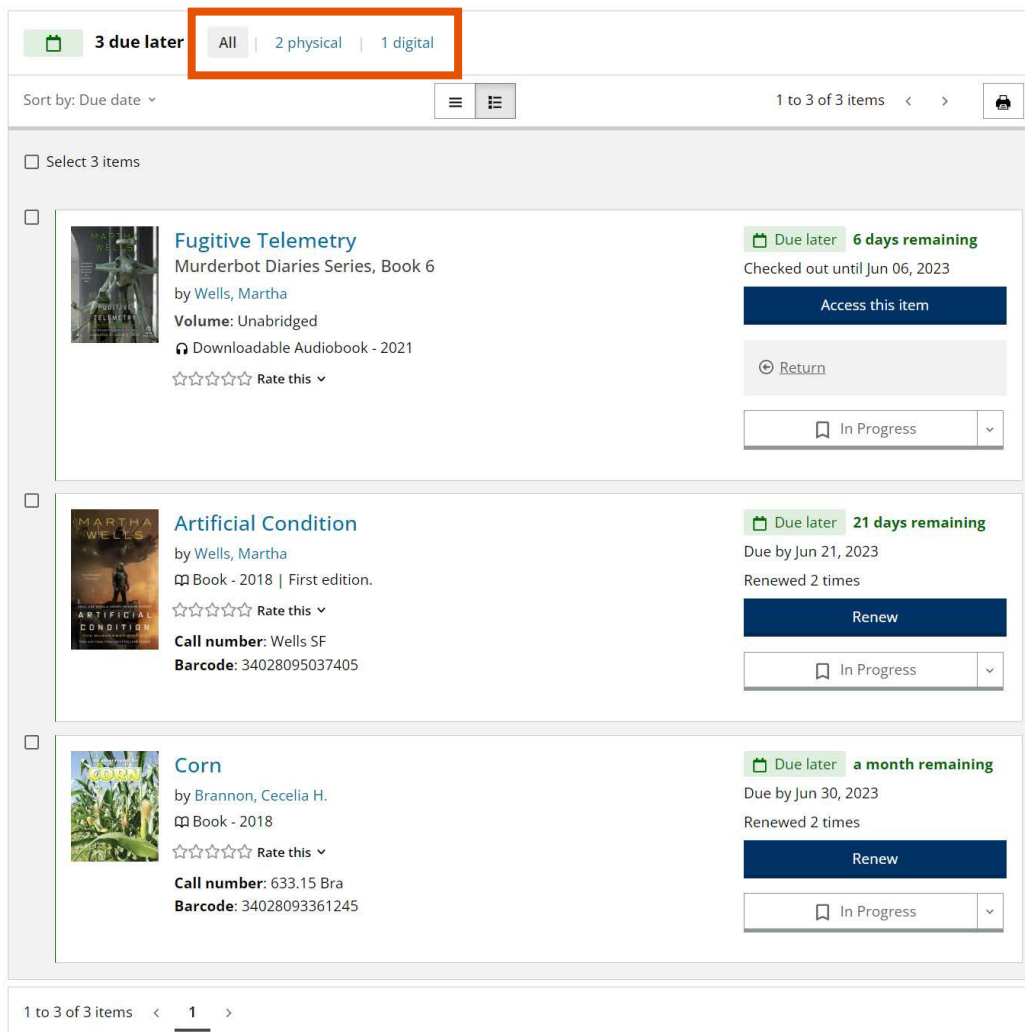


Checked Out Page

Checked Out Page Layout

1. **Your Items:** The items you currently have checked out are listed in the center of the page. They are listed by due date with the items due the soonest at the top of the list.
 - a. If you have physical and digital items, you can **sort** between the formats using the options at the top.

Checked Out




The screenshot displays the 'Checked Out' page with a header showing '3 due later' and filters for 'All', '2 physical', and '1 digital'. The items are sorted by due date. Each item card includes a cover image, title, author, format, and due date. The first item, 'Fugitive Telemetry', is due on June 06, 2023. The second item, 'Artificial Condition', is due on June 21, 2023. The third item, 'Corn', is due on June 30, 2023. Each item has a 'Return' button and an 'In Progress' status indicator.

Item	Author	Format	Due Date	Renewed
Fugitive Telemetry	Wells, Martha	Downloadable Audiobook - 2021	Jun 06, 2023	2 times
Artificial Condition	Wells, Martha	Book - 2018 First edition.	Jun 21, 2023	2 times
Corn	Brannon, Cecelia H.	Book - 2018	Jun 30, 2023	2 times


2. **Due Date + Renewals:** The due date for each item is on the right side. Below the due date it shows how many times an item has been renewed.
3. **Options:** Underneath the due date are buttons with different options depending on whether your item is physical or digital.

Checked Out

 **3 due later**

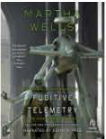
All | 2 physical | 1 digital

Sort by: Due date ▾


1 to 3 of 3 items < > 

☐ Select 3 items

☐



Fugitive Telemetry
Murderbot Diaries Series, Book 6
by Wells, Martha
Volume: Unabridged
Downloadable Audiobook - 2021
☆☆☆☆☆ Rate this ▾

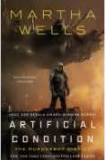
 **Due later** **6 days remaining**
Checked out until Jun 06, 2023

Access this item


Return

In Progress ▾

☐




Artificial Condition
by Wells, Martha
Book - 2018 | First edition.
☆☆☆☆☆ Rate this ▾
Call number: Wells SF
Barcode: 34028095037405

 **Due later** **21 days remaining**
Due by Jun 21, 2023
Renewed 2 times


Renew

In Progress ▾

☐



Corn
by Brannon, Cecelia H.
Book - 2018
☆☆☆☆☆ Rate this ▾
Call number: 633.15 Bra
Barcode: 34028093361245

 **Due later** **a month remaining**
Due by Jun 30, 2023
Renewed 2 times

Renew

In Progress ▾

1 to 3 of 3 items < 1 >

pg. 4

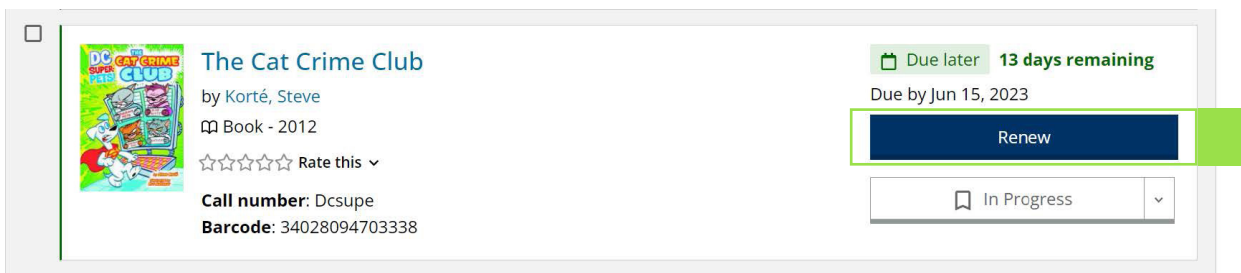
Renewing Your Physical Items

There are several different ways you can renew your physical library items on the Checked Out page:

1. You can renew a single item.
2. You can select several items to renew.
3. You can renew all of the items on the page.

Renewing a Single Item

1. Click the dark blue “**Renew**” button to the right of the item.



2. A banner will appear at the bottom of the screen. This banner lets you know if the renewal was successful or blocked.

3. Successful Renewal: If the item is renewed successfully, then the banner is green. The item's **due date** is updated and the **renewal counter** is updated.




4. Blocked Renewal: If the renewal is blocked, then the banner is red and it says why the item cannot be renewed. The item's due date does not change.
 - a. Renewals are blocked for two reasons: Someone has a hold on the item or the item has reached its renewal limit.






Renewing Several Items


1. Click the small box to the left of each item to select it.


Checked Out 

 **5 due later** | All | 4 physical | 1 digital


Sort by: Due date ▾   1 to 4 of 4 items < > 


☐ Select 4 items







Ghost Hunter
by Hunt, Julie
Book - 2010
☆☆☆☆☆ Rate this ▾
Call number: Hunt
Barcode: 34028078927085

 Due later **12 days remaining**
Due by Jun 14, 2023
Renew
In Progress ▾





Corn
by Brannon, Cecelia H.
Book - 2018
☆☆☆☆☆ Rate this ▾
Call number: 633.15 Bra
Barcode: 34028093361245

 Due later **13 days remaining**
Due by Jun 15, 2023
Renew
In Progress ▾

2. A dark blue banner appears at the bottom of the screen, and it shows the number of items you've selected. Click the **"Renew Selected"** button on the right side of the banner.

Checked Out ?

5 due later

All

4 physical

1 digital

Sort by: Due date ▾


≡

☰

1 to 4 of 4 items < >

☐ Select 4 items

☒



Ghost Hunter

by Hunt, Julie

Book - 2010

☆☆☆☆☆ Rate this ▾

Call number: Hunt

Barcode: 34028078927085

Due later 12 days remaining


Due by Jun 14, 2023

Renew

In Progress

▾

☒



Corn

by Brannon, Cecelia H.

Book - 2018

☆☆☆☆☆ Rate this ▾

Call number: 633.15 Bra

Barcode: 34028093361245

Due later 13 days remaining

Due by Jun 15, 2023

Renew

In Progress

▾

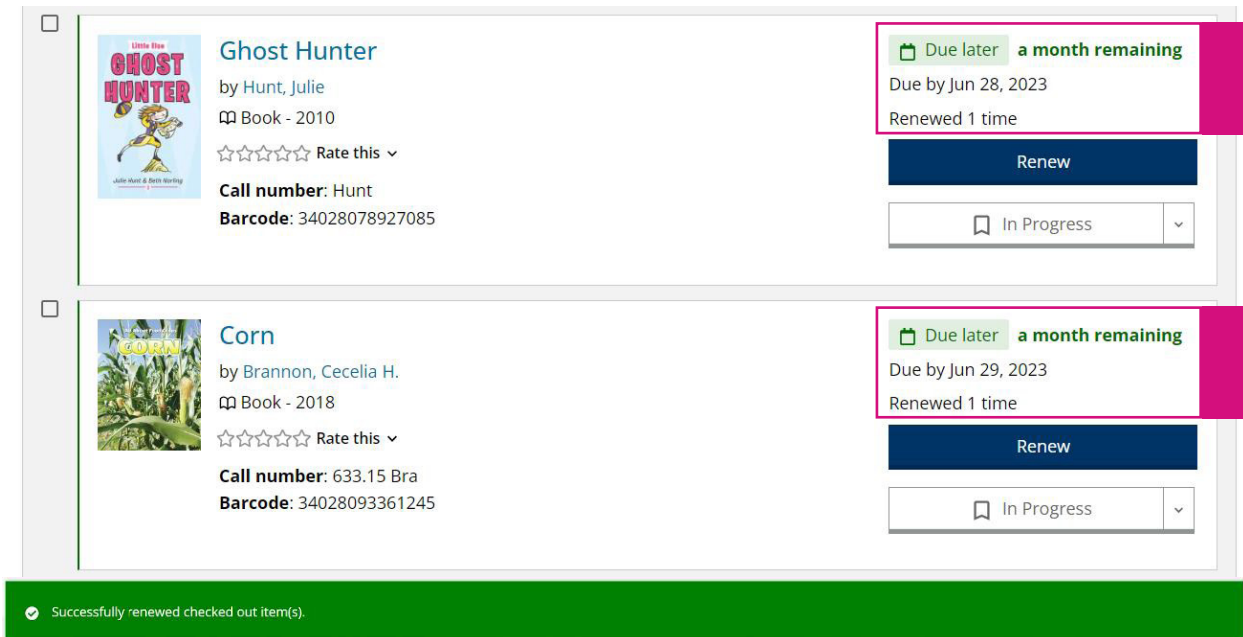
2 selected [Clear](#)

Renew selected (2)

Manage items ...

pg. 8

3. A banner will appear at the bottom of the screen. This banner lets you know if the renewal was successful or blocked.
4. Successful Renewal: If all of the selected items are renewed successfully, then the banner is green. The **due date** and **renewal counter** are updated for each item.



5. Blocked Renewal: The banner for a blocked renewal might be red or gray, and it will say why the renewal was blocked for a particular item. The due date does not change if the renewal is blocked.
 - a. Renewals are blocked for two reasons: Someone has a hold on the item or the item has reached its renewal limit.
 - b. If all of the items could not be renewed, then the banner will be red. If some items were renewed but others were not, the banner will be gray.



Renewing All Items on a Page






1. Click the small box at the very top of the list. This selects all of the items on the page.

Checked Out ⓘ

📅 5 due later | All | 4 physical | 1 digital

Sort by: Due date ▾ | 1 to 5 of 5 items < > 🖨

☒ Select 5 items

<input checked="" type="checkbox"/>	 <p>Fugitive Telemetry Murderbot Diaries Series, Book 6 by Wells, Martha Volume: Unabridged 🔊 Downloadable Audiobook - 2021 ☆☆☆☆☆ Rate this ▾</p>	<p>📅 Due later 4 days remaining Checked out until Jun 06, 2023</p> <p>Access this item</p> <p>🔄 Return</p> <p>📖 In Progress ▾</p>
<input checked="" type="checkbox"/>	 <p>I Heard the Owl Call My Name by Craven, Margaret 📖 Book - 1980 ☆☆☆☆☆ Rate this ▾ Call number: Craven Barcode: 34028069339084</p>	<p>📅 Due later 14 days remaining Due by Jun 16, 2023</p> <p>Renew</p> <p>📖 In Progress ▾</p>
<input checked="" type="checkbox"/>	 <p>Ghost Hunter by Hunt, Julie 📖 Book - 2010 ☆☆☆☆☆ Rate this ▾ Call number: Hunt Barcode: 34028078927085</p>	<p>📅 Due later a month remaining Due by Jun 28, 2023 Renewed 1 time</p> <p>Renew</p> <p>📖 In Progress ▾</p>
<input checked="" type="checkbox"/>	 <p>Corn by Brannon, Cecelia H. 📖 Book - 2018 ☆☆☆☆☆ Rate this ▾ Call number: 633.15 Bra Barcode: 34028093361245</p>	<p>📅 Due later a month remaining Due by Jun 29, 2023 Renewed 1 time</p> <p>Renew</p> <p>📖 In Progress ▾</p>
<input checked="" type="checkbox"/>	 <p>The Cat Crime Club by Korté, Steve 📖 Book - 2012 ☆☆☆☆☆ Rate this ▾ Call number: Dcsupe Barcode: 34028094703338</p>	<p>📅 Due later a month remaining Due by Jul 13, 2023 Renewed 2 times</p> <p>Renew</p> <p>📖 In Progress ▾</p>

2. A dark blue banner appears at the bottom of the screen, and it shows the number of items you've selected. Click the **"Renew Selected"** button on the right side of the banner.
 - a. If you have digital items checked out, the number of items selected is different from the "Renew Selected" number. You cannot renew digital items on the website so the "Renew Selected" option only shows the physical items you can renew.

Checked Out ⓘ


5 due later | All | 4 physical | 1 digital

Sort by: Due date ▾

1 to 5 of 5 items < > ⓘ

☒ Select 5 items

☒



Fugitive Telemetry
Murderbot Diaries Series, Book 6
by Wells, Martha
Volume: Unabridged
Downloadable Audiobook - 2021
☆☆☆☆☆ Rate this ▾


Due later 4 days remaining
Checked out until Jun 06, 2023

Access this item

[Return](#)

In Progress ▾

☒




I Heard the Owl Call My Name
by Craven, Margaret
Book - 1980
☆☆☆☆☆ Rate this ▾
Call number: Craven
Barcode: 34028069339084

Due later 14 days remaining
Due by Jun 16, 2023

Renew

In Progress ▾

☒




Ghost Hunter
by Hunt, Julie
Book - 2010
☆☆☆☆☆ Rate this ▾
Call number: Hunt
Barcode: 34028078927085

Due later a month remaining
Due by Jun 28, 2023
Renewed 1 time

Renew

In Progress ▾

☒




Corn
by Brannon, Cecelia H.
Book - 2018
☆☆☆☆☆ Rate this ▾
Call number: 633.15 Bra
Barcode: 34028093361245

Due later a month remaining
Due by Jun 29, 2023
Renewed 1 time

Renew

In Progress ▾

☒



The Cat Crime Club
by Korté, Steve
Book - 2012
☆☆☆☆☆ Rate this ▾
Call number: Dcsupe
Barcode: 34028094703338

Due later a month remaining
Due by Jul 13, 2023
Renewed 2 times

Renew

In Progress ▾

5 selected Clear

Renew selected (4) Manage items ⋮

3. A banner will appear at the bottom of the screen. This banner lets you know if the renewal was successful or blocked.
4. Successful Renewal: If all of the selected items are renewed successfully, then the banner is green. The due date and renewal counter are updated for each item.



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Renewing Your Digital Items

You must renew your digital library items through the Libby app or on our OverDrive website: hcpl.overdrive.com.

Libby App



You can download the Libby app on your smart devices through the Apple App Store or through Google Play. [Use their help page to get started with the app.](#)

For instructions on renewing your items through the Libby app, check out their help pages:

- [Renewing Titles](#)
- [Why can't I renew a title?](#)

OverDrive Website

For instructions on renewing your items on our OverDrive website, check out their help pages:

- [How to renew digital titles](#)