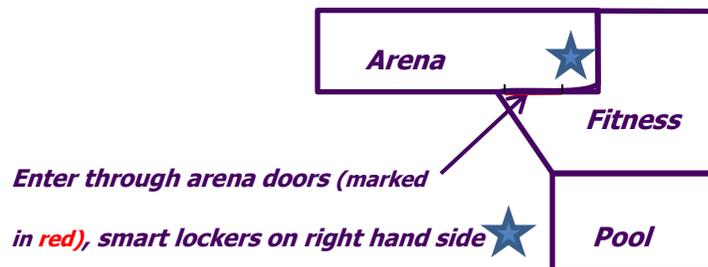


# Airdrie Public Library-Genesis Place

**Please Note: Genesis staff are not able to open the lockers. Contact the library at 403 948 0600 for assistance during open hours. We are unable to open lockers from the library but will resolve issues within 24 hours.**

***Location: Use the Fitness Centre North Entrance doors. Upon walking through the sliding doors at the arena entrance, the lockers are immediately to your right.***



## ***Utilizing the SmartLockers***

To return items:

1. Press **return items** button on the Welcome Screen. This will display the login screen.
2. Scan the barcode on your library card (OR press the **keyboard** button to manually enter your library barcode or username, then press **OK**).
  - *If an error screen appears, try again. If rejected a second time, please **take a photo of the error screen that pops up** and contact the library*
3. The slot labelled **RETURNS** will unlock. Firmly push the items you're returning through the slot.
4. When completed, press **Finish** to secure the returns slot.

To pick up items:

1. Press **collect items** button on the Welcome Screen. This will display the login screen.
2. Scan the barcode on your library card (OR press the **keyboard** button to manually enter your library barcode or username, then press **OK**).
  - *If an error screen appears, try again. If rejected a second time, please **take a photo of the error screen that pops up** and contact the library*
3. After a successful login, the collection screen will open and you will see your Account Information summary.
4. Reserved items are listed by locker number and accompanied by a small icon to display format (*i.e. book, music CD, video game, audiobook, movie, etc.*)
5. Once you have chosen to open your locker(s), all items will be automatically checked out to you and you will need to take them all.
6. Press **Finish & Close Locker** to secure locker(s)
7. A screen will pop up, offering you a receipt.

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