



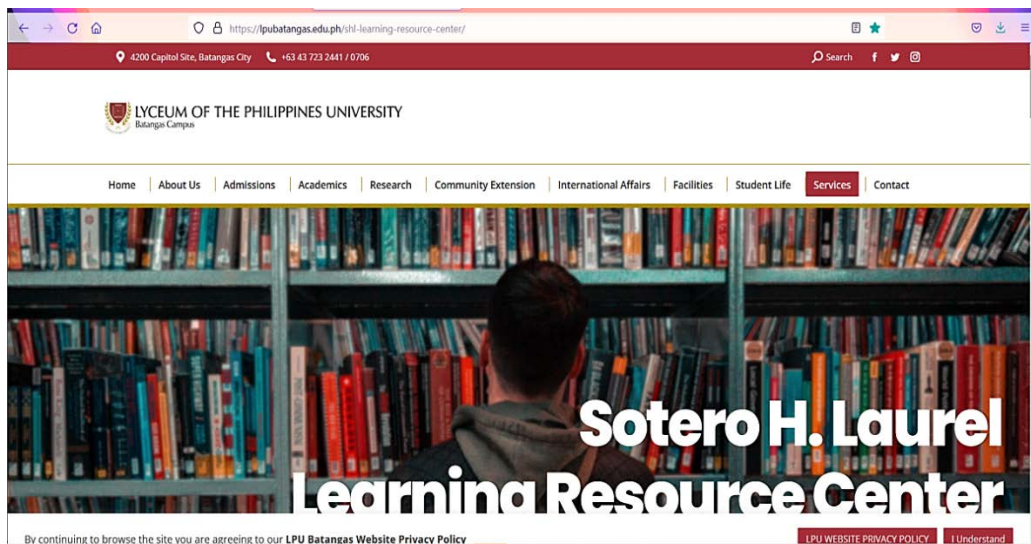
S.H.L. LEARNING RESOURCE CENTER
Main Campus: (043) 723 0706 loc.113/114
LIMA Campus: (043) 723 0054 loc.170/171
Riverside Campus: (043) 741 5760 loc.116/117

MECHANICS ON "DRIVE-THRU BOOK CIRCULATION"

BOOK CIRCULATION FOR COLLEGE & GRADUATE SCHOOL STUDENTS HIGH SCHOOL, COLLEGE & GRADUATE SCHOOL FACULTY MEMBERS /EMPLOYEES AY 2021-2022

(effective Oct. 20, 2021)

1. Students, faculty members or employees may browse the Online Public Access Catalog (OPAC) by accessing the SLRC Website: <https://lpubatangas.edu.ph/shl-learning-resource-center/>



2. Open <https://destiny.lpubatangas.edu.ph/cataloging/servlet/handlebasicsearchform.do>

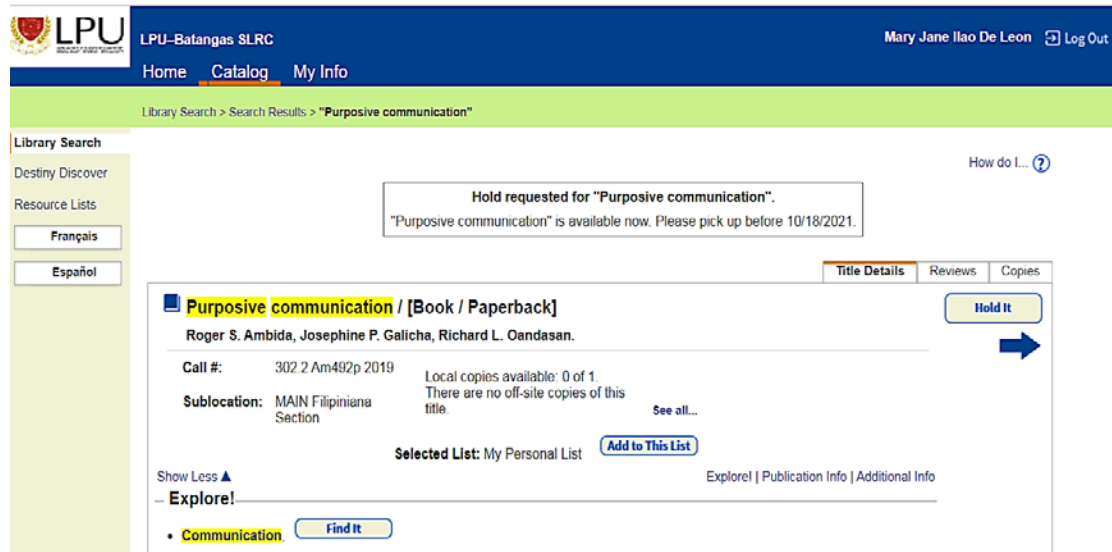


- Log-in using Student number and type the password :Lpu@Official Receipt No (Deposit or Full Payment of current semester Tuition Fee); for e.g. Lpu@123456
Log-in using Employee Number and type the password :Lpu@EmployeeNo.

- Search Book by Title, Author or Subject. Take note of the Sublocation of selected book/s to borrow: H.S. , Main or LIMA SLRC

Title	Availability
Purposive communication Call #: 302.2 Am45zp 2019 Ambida, Roger S. Sublocation: MAIN Filipiniana Section Published 2019	0 of 1 available Add to This List
Purposive communication : using English in multilingual contexts Call #: 302.2 M165p 2018 Madruno, Mariu Raifosa., Sublocation: MAIN Filipiniana Section Published 2018	3 of 3 available Add to This List
Purposive communication in local and global contexts Call #: F11 303.2 B517p 2018 Bernales, Rolando A. Sublocation: MAIN Filipiniana Section Published 2018	2 of 2 available Add to This List

- Request selected book for HOLDS/ILL. Reservations will be on first-come-first-served basis, and must be filed online from Monday to Tuesday from 8:00 a.m. to 4:00 p.m. Request is valid for one (1) week only.



The screenshot shows the LPU-Batangas SLRC library website. The header includes the LPU logo, the text "LPU-Batangas SLRC", and a user profile for "Mary Jane Ila De Leon" with a "Log Out" button. Navigation links for "Home", "Catalog", and "My Info" are present. The main content area displays a search result for "Purposive communication" with a "Hold It" button. A message box states: "Hold requested for 'Purposive communication'. 'Purposive communication' is available now. Please pick up before 10/18/2021." The book details include the title "Purposive communication / [Book / Paperback]", authors "Roger S. Ambida, Josephine P. Galicha, Richard L. Oandasan", call number "302.2 Am492p 2019", and sublocation "MAIN Filipiniana Section". A note indicates "Local copies available: 0 of 1" and "There are no off-site copies of this title." Buttons for "Hold It", "Add to This List", and "Find It" are visible.

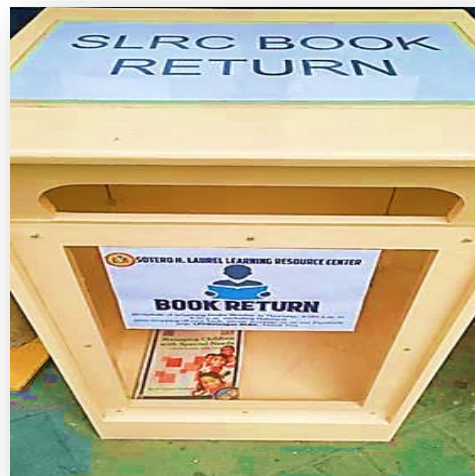
- Students may borrow a maximum of 10 books per transaction for 10 days. Faculty members / Employees may borrow 12 books for 21 days. Borrowed book/s may be renewed by sending message to: SLRC FB account <https://www.facebook.com/LPUBatangas.SLRC/> or to SLRC corporate e-mails : slrchs@lpubatangas.edu.ph, slrcmain@lpubatangas.edu.ph or slrclima@lpubatangas.edu.ph. Please use your respective official office 365 email address in sending your inquiries or request. Example: jadelacruz@lpubatangas.edu.ph
- Selected book/s for HOLDS/ILL (Reserved book/s) will be released by the Security personnel on duty at the Entrance Gate of the Main Campus (for H.S. & Main SLRC Books) or at the LIMA Campus Lobby Guard Desk (for LIMA SLRC Books) every Wednesday to Friday from 8:00 a.m. to 5:00 p.m. , excluding Holidays and non-school days. Unclaimed reservations will automatically expire 1 week after the reservation date.



8. The borrower or Authorized person (with letter) who will claim the book/s presents the I.D. with and I.D. Check the book/s, & sign the receiving copies. (1 copy for SLRC, 1 copy for student/employee)



9. Returning of book/s will be done by using the BOOK RETURN DROPBOX located at the Main Campus Entrance Gate and LIMA Campus Lobby Guard Desk. The borrower will take picture of returned books inside the Dropbox and notify the SLRC staff by sending a message, including Picture to the SLRC FB account : <https://www.facebook.com/LPUBatangas.SLRC/> or to SLRC's corporate e-mails: slrchs@lpubatangas.edu.ph, slrcmain@lpubatangas.edu.ph, or slrclima@lpubatangas.edu.ph



10. SLRC staff will confirm the returned book/s during working days /service hours (In Campus Work Transaction) Monday to Thursday 8:00 a.m.-4:30 p.m. (for Main / H.S. SLRC) and Tuesday to Wednesday (for LIMA SLRC) by sending acknowledgment message thru <https://www.facebook.com/LPUBatangas.SLRC/>



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FOUNDATION Anniversary

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