

Setting up a Pin for Macbook self-service (This needs to be set once)

Please follow these steps:-

1. Go to westminster.ac.uk/librarysearch If you are using a mobile device then turn it to landscape.



2. Select "Sign in"



3. Sign in with your University username and password



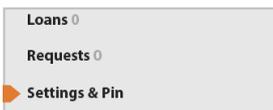
4. Select "MyLibraryAccount"



5. Select "Change my pin"



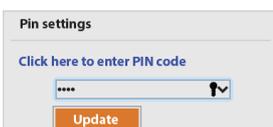
6. Select "Settings & Pin"



7. Select "Click here to enter PIN code"



8. Please enter a 4 digit pin and click "Update"



9. Ensure the message "Update was successful" appears. Remember to Sign Out.



10. You are now ready to borrow a MacBook.