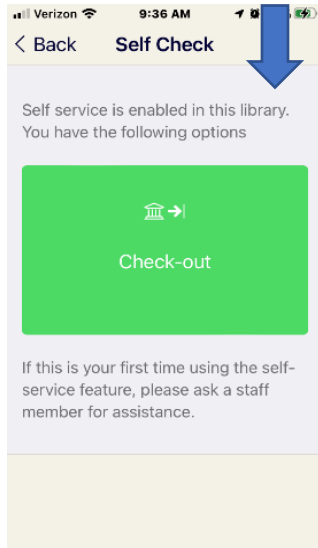


## Using Self Checkout in the CountyCat Mobile App

After you have the Location services enabled for your smart device, you are ready to use the CountyCat Mobile app to perform self checkout. **IMPORTANT: Your library must choose either RFID or barcode scanning. You won't be able to use both types for self checkout within the app. Your patrons will need to be taught where to scan for RFID.**

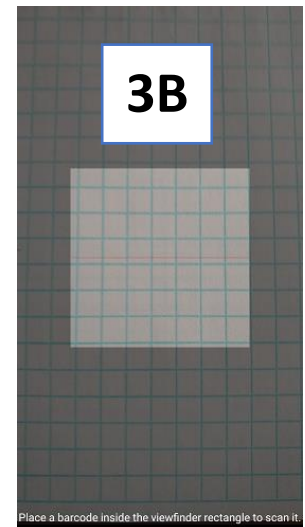
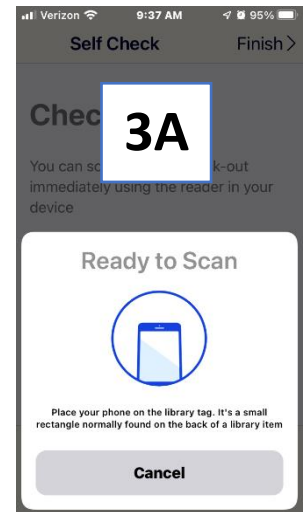
1. Choose the Self Checkout option from the main menu
2. Select CHECK OUT on the next screen.



3A. If the library location uses RFID, the following screen will appear:

NOTE: The directions on the app say to place your phone on the library tag. It's a small rectangle normally found on the back of a library item. Some RFID tags are found inside the back cover of an item.

3B. If the library does not have RFID tags, then position the library item's barcode inside your phone's viewfinder rectangle and scan it. (NOTE: The library barcode is not the same as its ISBN code)

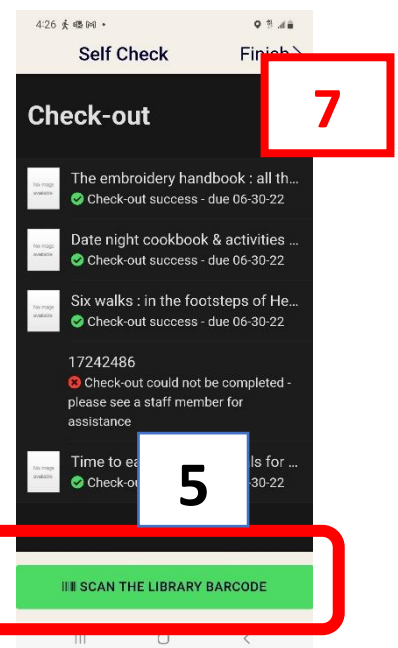
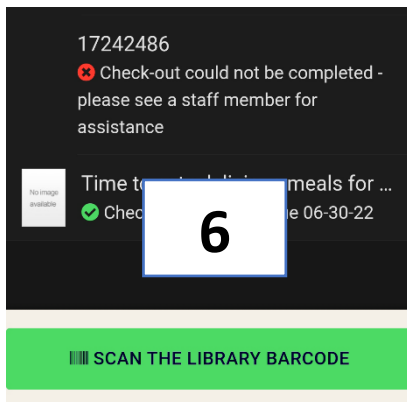


4. Once the item scans, you'll see a confirmation screen letting you know

- The item checked out successfully with the due date
- The item was not found or scanned incorrectly.
- The checkout couldn't be completed and you should ask for staff assistance.

5. You need to click the green Scan a Library Item button to check out EACH new item.

6. If you get a message that a checkout could not be completed, try to scan it again. It may just need you to try it again.



7. Click Finish in the upper right when you are done checking out. These items will appear under My Accounts > Checkouts as well as under Self Service Receipts.