

How to Register for a Program

1. Open <http://www.mentorpl.org> and click **Events**.

The screenshot shows the Mentor Public Library website. At the top, the navigation menu includes EBOOKS, **EVENTS** (highlighted with a red box), NEWS, MY ACCOUNT, and HELP. The logo for Mentor Public Library is on the left, and a search bar is on the right. Below the navigation is a horizontal menu with links for HOME, ADULTS, KIDS, TEENS, RESEARCH AND TOOLS, BRANCHES AND HOURS, and CONTACT US.


The main content area features a "Classic Film Club" promotion. The text reads: "Explore the golden age of cinema with a different classic film at each meeting of this bi-monthly club. Enjoy the film, followed by a short discussion. Wednesday, May 29 1:00 - 3:30pm Village Room - Main Library". To the right of this text is a film strip graphic showing movie posters for "The Maltese Falcon" (May 29) and "The Funny Face" (July 31). A green button above the film strip says "CLICK HERE TO VIEW CALENDAR".

Below the film strip is a "Chilton Library" advertisement. The ad includes the Chilton logo, a search bar, and text: "Your Current Vehicle: 2016 Ford Escape", "Repair, maintenance, and service information on cars, trucks, vans and SUVs free with your library card.", and a "REGISTER FOR A LIBRARY CARD" button.

At the bottom of the page is a row of five circular icons representing different services: EBOOKS (book icon), MOVIES & TV (camera icon), FREE MUSIC (treble clef icon), TABLETS & E-READERS (tablet icon), and ONLINE CLASSES (graduation cap icon).

Below the icons are logos for various digital content providers: OverDrive, Flipster, freegal music, hoopla, kanopy, NICHE ACADEMY, and lynda.com.

2. Find the event you wish to register for on the calendar and click on it.



Mentor Public Library / LibCal / DO NOT USE THIS ONE

Event Calendar

Upcoming events at Mentor Public Library.

Search for event... Date Calendar Category Audience Branch

Filters applied: Calendar: STAFF TEST - USE THIS ONE

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						Jun 1
Jun 2	Jun 3	Jun 4	Jun 5	Jun 6	Jun 7	Jun 8
	Makerspace 101 HUB - 1st Floor 6:00pm	Tiddlywinks Children's Story Room (Main - 2nd Floor) 10:00am John Birch Society Sandra G. Schudel Memorial Room 1:00pm	Tiddlywinks Children's Story Room (Main - 2nd Floor) 10:00am Steering Committee James R. Garfield Room (Main - Lower Level) 4:00pm	Minecraft James R. Garfield Room (Main - Lower Level) 4:00pm	Mary P is Awesome Village Room (Main - Lower Level) 12:30pm	Picking Up STEAM! Mentor-on-the-Lake Branch 2:00pm
Jun 9	Jun 10	Jun 11	Jun 12	Jun 13	Jun 14	Jun 15
	Constellation Cross-Stitch HUB - 1st Floor 2:00pm Mon U: Fire & Fluids, International Space Station Experiments Village Room 6:30pm	Tiddlywinks Children's Story Room (Main - 2nd Floor) 10:00am	Tiddlywinks Children's Story Room (Main - 2nd Floor) 10:00am			
Jun 16	Jun 17	Jun 18	Jun 19	Jun 20	Jun 21	Jun 22
		Tiddlywinks Children's Story Room (Main - 2nd Floor) 10:00am Laser Engraver Basics HUB - 1st Floor	Tiddlywinks Children's Story Room (Main - 2nd Floor) 10:00am Mentor Public Library Board of Trustees Meeting	Cheryl's Test program Frances Cleveland Room 9:00am		

3. Click **Begin Registration**.

MENTOR PUBLIC LIBRARY

Mentor Public Library / LibCal / Mentor Public Library / Picking Up STEAM!

Picking Up STEAM!

Explore new ideas every month through science experiments & playful activities. Each session of the series will focus on one aspect of STEAM, science, technology, engineering, art and math. We'll learn & see new things and challenge ourselves to be more curious about our world.

Date: Saturday, June 8, 2019 [Show more dates](#)
Time: 2:00pm - 3:00pm
Location: Mentor-on-the-Lake Branch
Campus: Mentor-on-the-Lake
Audience: Children
Categories: Lake

Begin Registration

Event Organizer

More events like this...

May 2019						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Upcoming Events:

- Tiddlywinks
Tue Jun 4th 2019 10:00am
- Tiddlywinks
Wed Jun 5th 2019 10:00am
- Steering Committee
Wed Jun 5th 2019 4:00pm
- Picking Up STEAM!
Sat Jun 8th 2019 2:00pm
- Tiddlywinks
Tue Jun 11th 2019 10:00am

[Show All](#)

4. Fill in the patron's information and click **Register**.

MENTOR PUBLIC LIBRARY

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Audience: Children
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Registration (14 seats left)

A seat is being held for you. If you are idle on this page for 10 minutes, your seat can't be guaranteed and you may need to start over.

Registration is required for this event. * Required Field

Full Name *

Email

Phone Number *

Age *

Parent/Guardian name *

What is your city of residence?
(Mentor Public Library's district serves several cities. Please tell us where you reside.) *

Register

Event Organizer

More events like this...

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			1	2	3	4
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[Show All](#)

5. You have successfully registered for a program when you receive the following message:

The screenshot shows a web page for 'MENTOR PUBLIC LIBRARY'. The header includes the library's logo and name. Below the header, there is a breadcrumb trail: 'Mentor Public Library / LibCal / Mentor Public Library / Picking Up STEAM!'. The main heading is 'Picking Up STEAM!'. To the right of the heading are icons for print, calendar, Facebook, and Twitter. Below the heading is a short paragraph: 'Explore new ideas every month through science experiments & playful activities. Each session of the series will focus on one aspect of STEAM, science, technology, engineering, art and math. We'll learn & see new things and challenge ourselves to be more curious about our world.' A light green box contains event details: 'Date: Saturday, June 8, 2019 Show more dates', 'Time: 2:00pm - 3:00pm', 'Location: Mentor-on-the-Lake Branch', 'Campus: Mentor-on-the-Lake', 'Audience: Children', and 'Categories: Lake'. To the right, there is a section for 'Event Organizer' with a placeholder for a profile picture. Below that is a section for 'More events like this...' with a navigation bar showing 'May 2019'. At the bottom left, a red-bordered box contains the confirmation message: 'Success! You have successfully registered. If you have provided an email with your registration, a confirmation message has been sent.'

If an email address was entered on the previous screen, the patron will receive a confirmation email.