



# Enable a Charge History

Enabling the charge history a library account allows you to easily track the numbers of books read and the titles that have been read. Here's how:

## ENABLE A CHARGE HISTORY

1. Log into: quincylibrary.org
2. Enter your library card number

A screenshot of the Quincy Public Library website. The browser address bar shows "quincylibrary.org". The website header includes the library logo and name, "Quincy Public Library", with the address "(217) 223-1309 · 526 Jersey St., Quincy, IL 62301". A "My Account Login" button is circled in red. Below the header is a navigation menu with links for "My Library", "Request", "Services", "Local History", "Programs", "Research", "Support", and "Donations". The main content area features a "Museum of Civilization\*" advertisement for September 13 - October 13, with a scavenger hunt list available at QPL. Below the advertisement is a search bar with "Our Catalog" and "Search" buttons. The footer contains links for "Library News", "Upcoming Events", "Check Us Out", and "How Do I?".

3. Enter your password. Use the password you selected when you got your library card. If you did not select a password, the default password will be the last four digits of your library card.
4. Once logged into your account, click "Preferences." Check the box next to "Record my checkout history."

Quincy Public Library My Account

https://alsi.sdp.sirsi.net/client/en\_US/QuincyPL/search/account?

Quincy Public Library (217) 223-1309 · 526 Jersey St., Quincy, IL 62301

RSACat Libraries Delivered

Quincy Public Library - All All Fields Search Advanced Search

Personal Information Checkouts Holds Fines

Your status: Your account is in good standing.

**Contact Information** Edit

First name  
Middle name  
Last name  
Suffix  
Barcode  
Date of last activity  
Date privileges expire  
Groupid

**Address 1** Edit

City, state QUINCY IL  
Phone  
Street  
Zip 62301

Change PIN  
Preferences

**Checkouts**  
Digital: 0  
Library: 8

**Holds**  
Digital: 0  
Library: 6

**Fines**  
Total due: \$0.00

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Quincy Public Library My Account

https://alsi.sdp.sirsi.net/client/en\_US/QuincyPL/search/account/0/2/defaultLanguage?

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Personal Information Checkouts Holds Fines

Your status: Your account is in good standing.

Change PIN

**Preferences**

Default My Account Tab: Personal Information  
Default Checkouts View: Library Checkouts  
Default Holds View: Library Holds  
Preferred List: no default list  
Preferred Pickup Library: Quincy PL

Record my checkout history  
 Show my checkout history

Update

**Checkouts**  
Digital: 0  
Library: 8

**Holds**  
Digital: 0  
Library: 6

**Fines**  
Total due: \$0.00

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