





Destiny Library Manager allows students to place holds on library books. Library staff with full-access is able to view and manage holds.

In this tutorial you will learn how students can place holds on books and how an individual with full access to Destiny Textbook Manager can manage the holds.

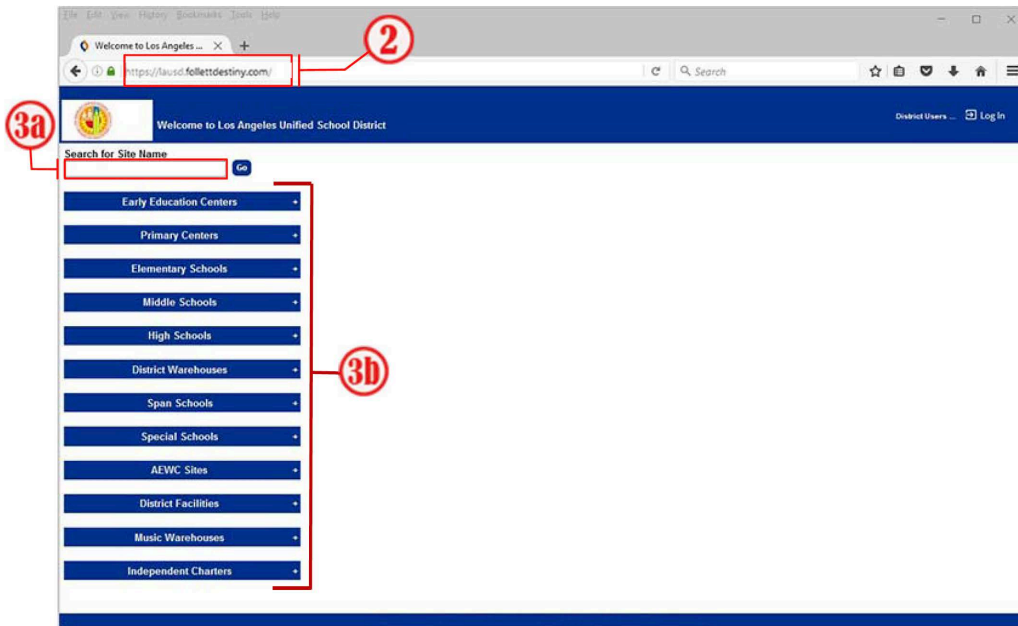
Requirements:

- * PC or MAC
- * A web browser such as:
 -  Chrome
 -  Explorer/Edge
 -  Firefox
 -  Safari
- * Full-access to Destiny Textbook Manager (library staff)
- * An Internet connection
- * An LAUSD Single-Sign_On (SSO) (both students and library staff)

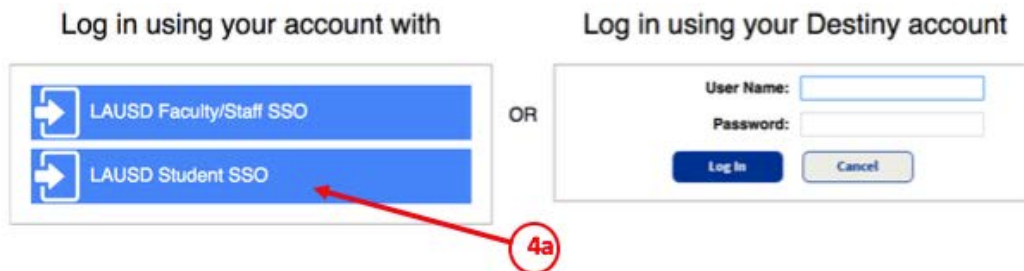
METHOD ONE: STUDENTS LOGIN TO DESTINY VIA THE FOLLETT URL

(NOTE: Students need to have an active email in order for their SSO to work.)

1. Open a web browser.
2. In the address bar, students type the following URL and press the Enter key on the keyboard:
http://lausd.follettdestiny.com
3. There are two ways to find their school:
 - a. In the **Search for Site Name** field, students type in the name or location code of their school. Then they press the **Enter** key on the keyboard or click on the **Go** button, OR
 - b. Students click on the blue bar associated with their school group (e.g. Middle School) then find and click on their school's link.



4. On the school's home screen, students click the **Log In** link located on the upper-right corner.
 - a. They click on **LAUSD Student SSO** and use their SSO credentials to login.



METHOD TWO: STUDENTS LOGIN TO DESTINY VIA SCHOOLGY

1. Students first need to login to their Schoology account.
2. Once logged in, students click on the drop down menu icon that has four small squares.
3. From the drop down menu, students will select LAUSD Destiny. This will take them directly to the Destiny home page for their school.

