

JUNE 2013 | Issue 30

LIBRARY NEWSLETTER

IT SERVICES

• Default PIN for myRecord (from 1 Jun 2013)

To make it convenient for users in accessing their Library accounts ([myRecord](#)), starting from 1 Jun 2013, a default PIN (personal identification number) will be added to all new Library accounts and accounts with no PIN set up yet. The default PIN will be generated using the **first 6 alphanumeric characters of their HKID/passport number**. Below are two examples:

CATALOGUE
The Hong Kong Polytechnic University Pao Yue-kong Library

To protect your personal data, press **LOGOUT** after viewing your record.

How-to video: [How to Set Up Library PIN?](#)

Library No.(Barcode): e.g. enter student no. and replacement digit, e.g. 97123456A0 [Help](#)

Personal Identification Number(PIN) e.g. enter 123abc (no more than 8 alphanumeric characters as you like) [Help](#)

[got your PIN?](#)

Default PIN in myRecord

a) Users with HKID # **Z123456(7)**: **Z12345**

b) User not having HKID card but only passport # **HA12345678**: **HA1234**

Users are strongly recommended to change their PINs after first login. For assistance or enquiries, please contact us at 2766-6864 or 2766-6909.

[\[Top\]](#)

• PC Login for All Public PCs (coming soon)

For better security protection, the Library will implement PC Login System for all public PC workstations starting from this summer. Users will need to login with their Library Number and PIN before using the public PCs in the Library. For those PCs on iBooking System, users can reserve them on iBooking System in advance or login in to use them if they are not booked by others. For first time users who have not set up their own PIN, they can use their default PIN as indicated above to login to these PCs.

[\[Top\]](#)

• PC and Software Provision Upgrade (coming soon)

Some enhancement will be made in public computer workstations over this summer to accommodate users' needs:

- ✦ Microsoft Office applications will be installed in all public computers, except those stand-up express workstations.
- ✦ More graphic PCs installed with Adobe graphic software will be provided in Media Services and Research Enhancement Centre (3/F).
- ✦ Over 40 public computers will be upgraded to the latest all-in-one model. With the upgrade, all computers in the Library will run on Win7.

Stay tuned and watch out for the upgraded computer services in the Library!