Establishing PINs

PIN Training 5_14_25.mp4 - VLC media player

Media Playback Audio Video Subtitle Tools View Help

Sierra · Great Neck Library · Ashley Gonzalez

File Edit View Go Tools Reports Admin Help

sierra

FUNCTION Check Out (Circulation Desk)

ntechser Search

New View Edit Print Close

PATRN NAME
P BARCODE
EXP DATE
P TYPE

EMAIL
ADDRESS

Check Out 0
Checked-Out Items 0
Holds 0
Fines $0.00
Check In 0
Linked Patrons 0
INN-Reach 0

Check Out

Due Slip: Print | View RFID Alerts | Add Message | Change Due Date

Barcode	Title	Due Date	Status	Desensitized

RFID warning

Great Neck Library ... Sierra · Great Neck ... Screen sharing mee...

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5/14/2025

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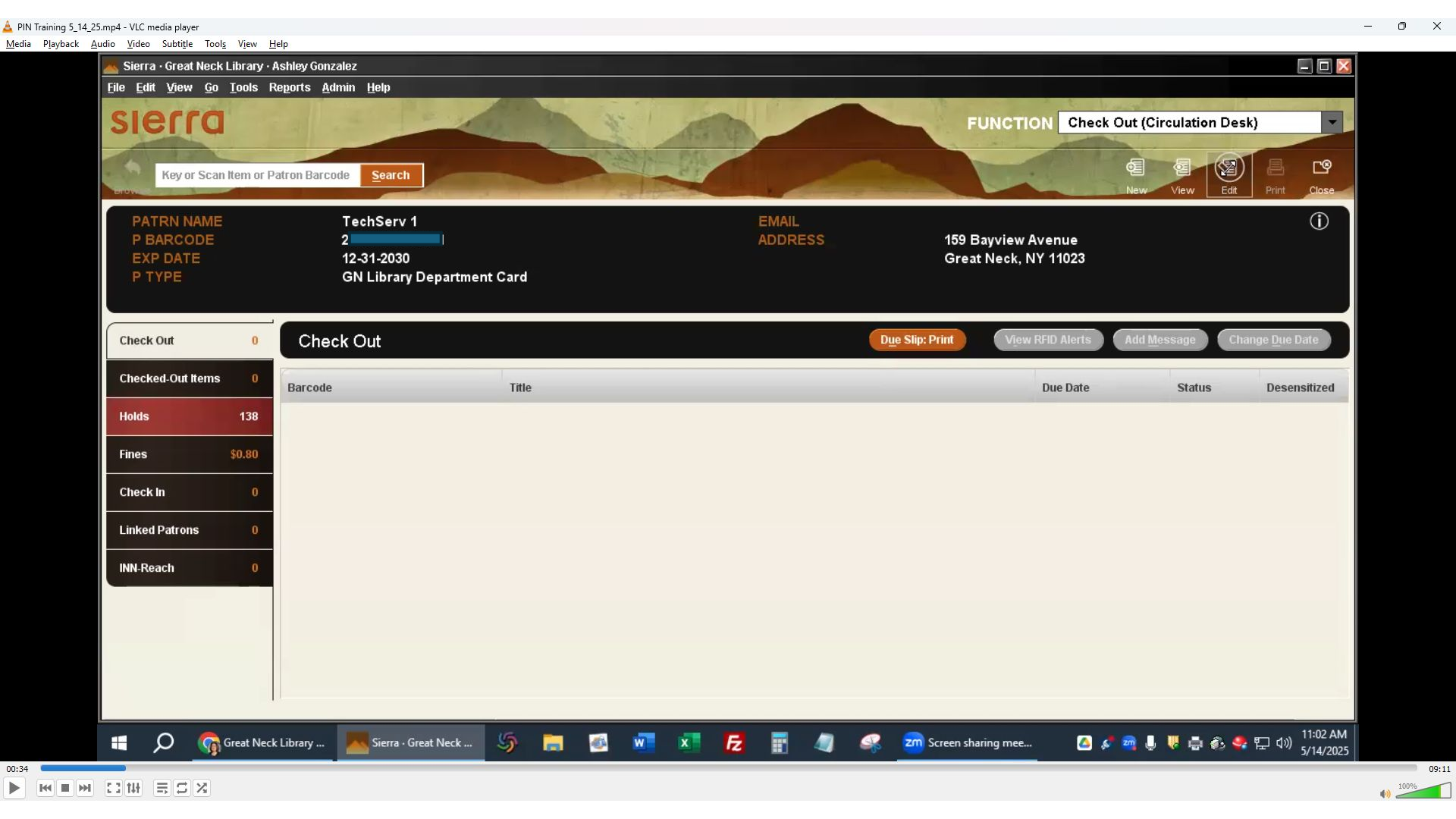
PIN Training 5_14_25.mp4 - VLC media player
Media Playback Audio Video Subtitle Tools View Help
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File Edit View Go Tools Reports Admin Help
sierra
FUNCTION
Check Out (Circulation Desk)
Key or Scan Item or Patron Barcode
Search
New
View
Edit
Print
Close
PATRN NAME
TechServ 1
P BARCODE
2
EXP DATE
12-31-2030
P TYPE
GN Library Department Card
EMAIL
ADDRESS
159 Bayview Avenue
Great Neck, NY 11023
Check Out 0
Checked-Out Items 0
Holds 138
Fines $0.80
Check In 0
Linked Patrons 0
INN-Reach 0
Check Out
Due Slip: Print
View RFID Alerts
Add Message
Change Due Date
Barcode
Title
Due Date
Status
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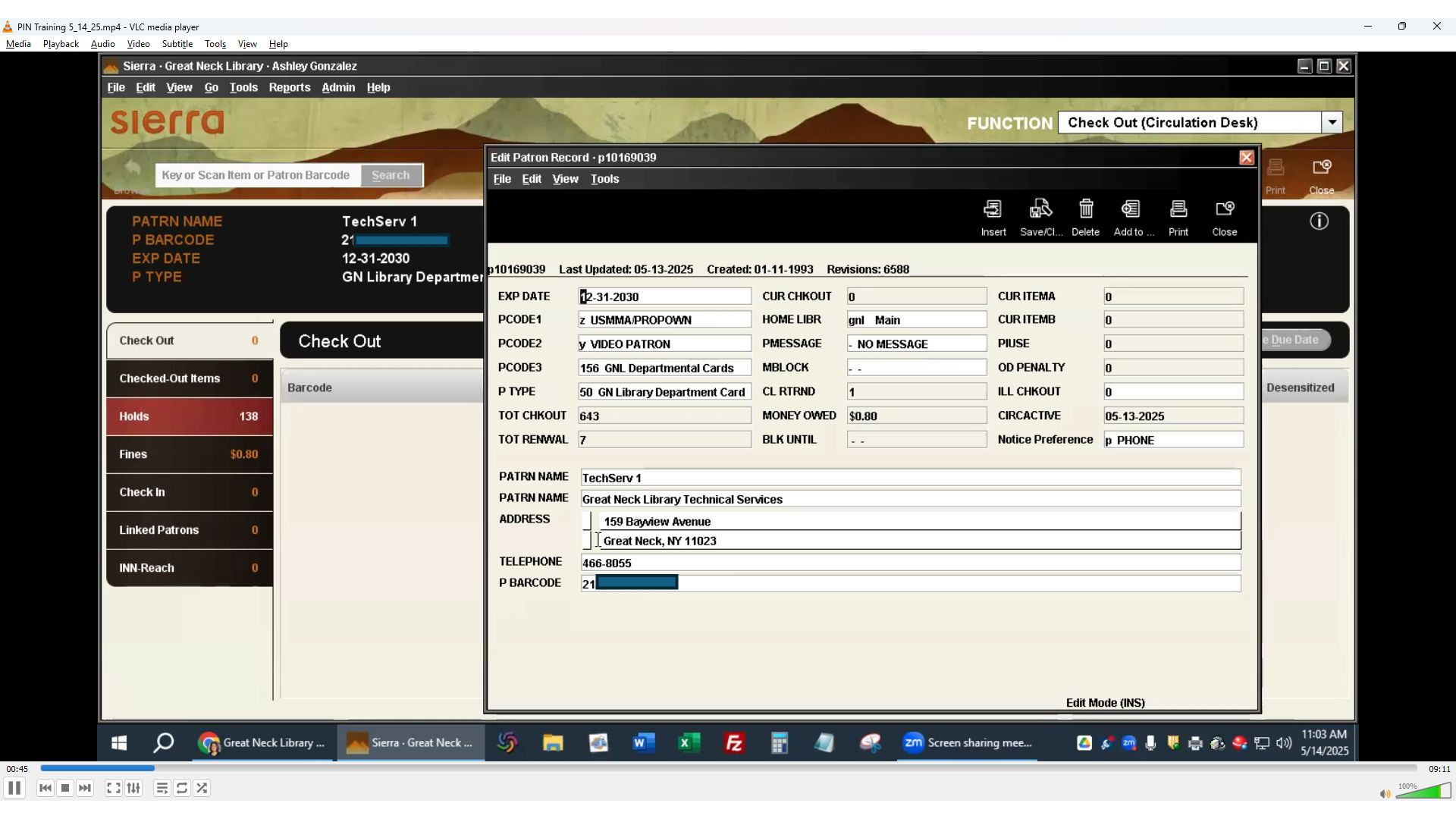
PIN Training 5_14_25.mp4 - VLC media player
Media Playback Audio Video Subtitle Tools View Help
Sierra · Great Neck Library · Ashley Gonzalez
File Edit View Go Tools Reports Admin Help
sierra
FUNCTION Check Out (Circulation Desk)
Key or Scan Item or Patron Barcode
Search
PATRN NAME TechServ 1
P BARCODE 21
EXP DATE 12-31-2030
P TYPE GN Library Departmer
Check Out 0
Checked-Out Items 0
Holds 138
Fines $0.80
Check In 0
Linked Patrons 0
INN-Reach 0
Check Out
Barcode
Edit Patron Record · p10169039
File Edit View Tools
Insert Save/Cl... Delete Add to ... Print Close
p10169039 Last Updated: 05-13-2025 Created: 01-11-1993 Revisions: 6588
EXP DATE 12-31-2030
PCODE1 z USMMA/PROPOWN
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P TYPE 50 GN Library Department Card
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CIRCACTIVE 05-13-2025
Notice Preference p PHONE
PATRN NAME TechServ 1
PATRN NAME Great Neck Library Technical Services
ADDRESS 159 Bayview Avenue
Great Neck, NY 11023
TELEPHONE 466-8055
P BARCODE 21
Edit Mode (INS)
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Great Neck Library ...
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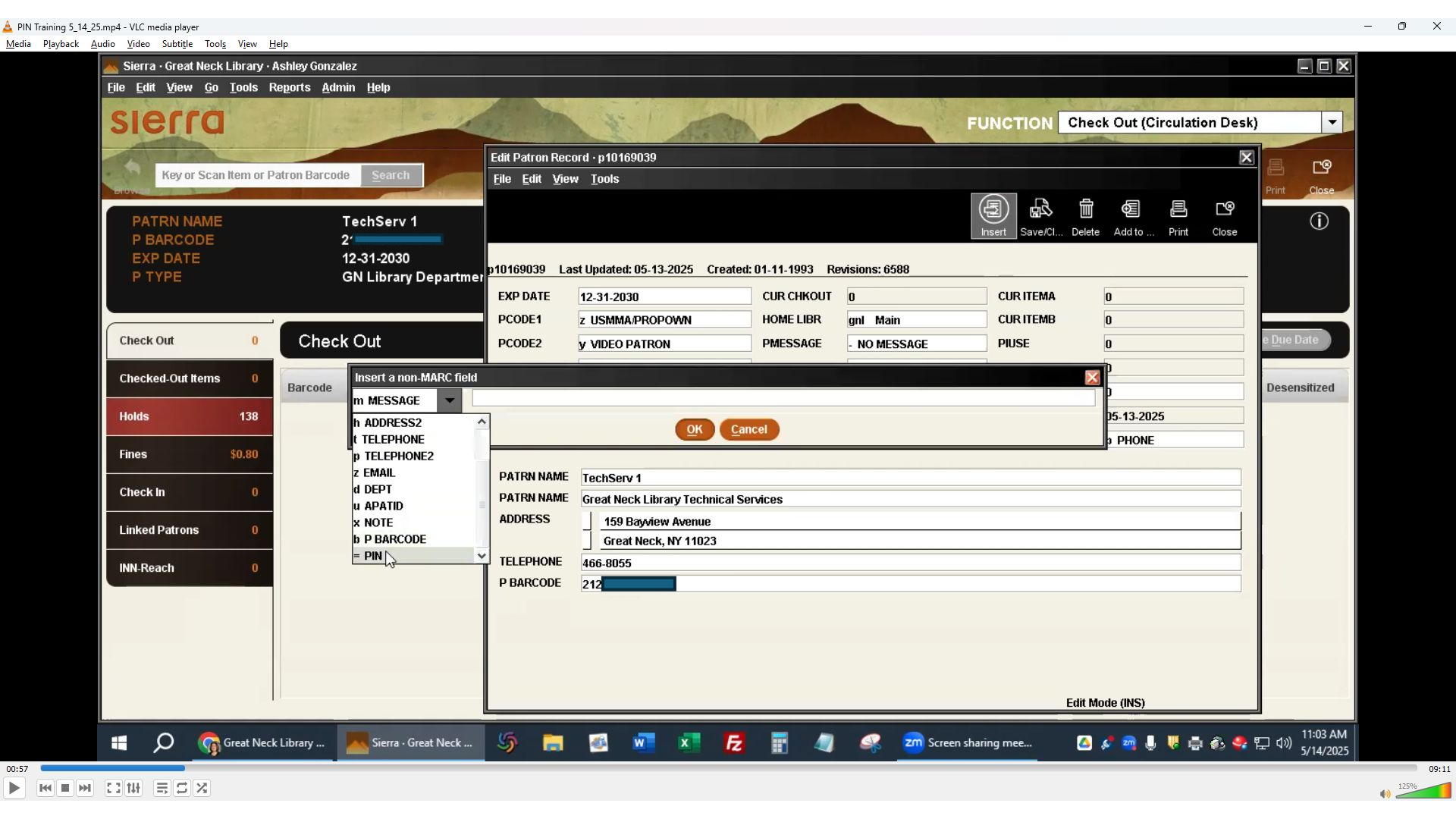
PIN Training 5_14_25.mp4 - VLC media player
Media Playback Audio Video Subtitle Tools View Help
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File Edit View Go Tools Reports Admin Help
sierra
FUNCTION Check Out (Circulation Desk)
Key or Scan Item or Patron Barcode Search
PATRN NAME TechServ 1
P BARCODE 2'
EXP DATE 12-31-2030
P TYPE GN Library Departmer
Check Out 0
Checked-Out Items 0
Holds 138
Fines $0.80
Check In 0
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INN-Reach 0
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Edit Patron Record · p10169039
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t TELEPHONE
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z EMAIL
d DEPT
u APATID
x NOTE
b P BARCODE
= PIN
OK Cancel
PATRN NAME TechServ 1
PATRN NAME Great Neck Library Technical Services
ADDRESS 159 Bayview Avenue
Great Neck, NY 11023
TELEPHONE 466-8055
P BARCODE 212
Edit Mode (INS)
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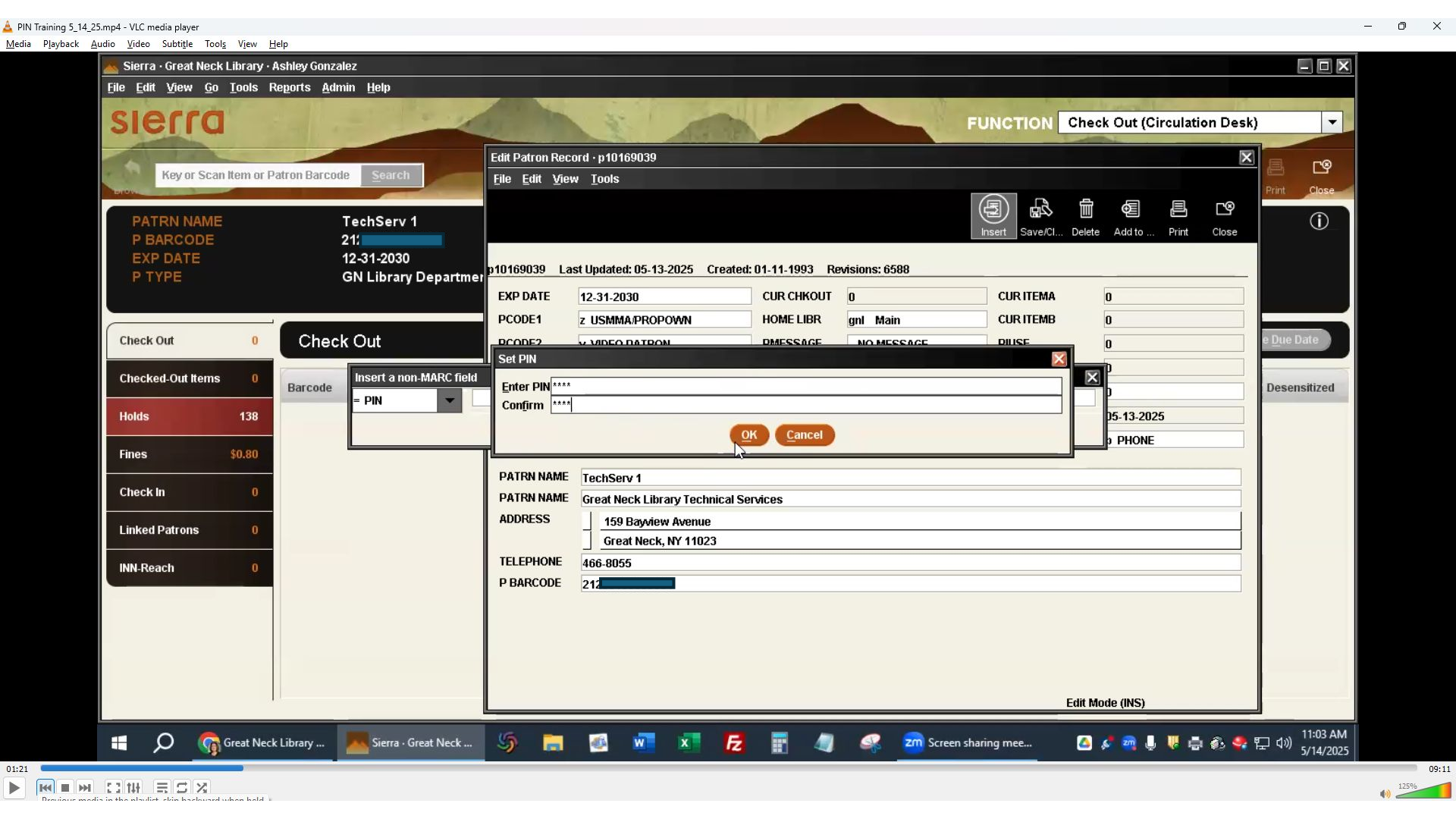
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Confirm ****
OK
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Desensitized
05-13-2025
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ADDRESS 159 Bayview Avenue
Great Neck, NY 11023
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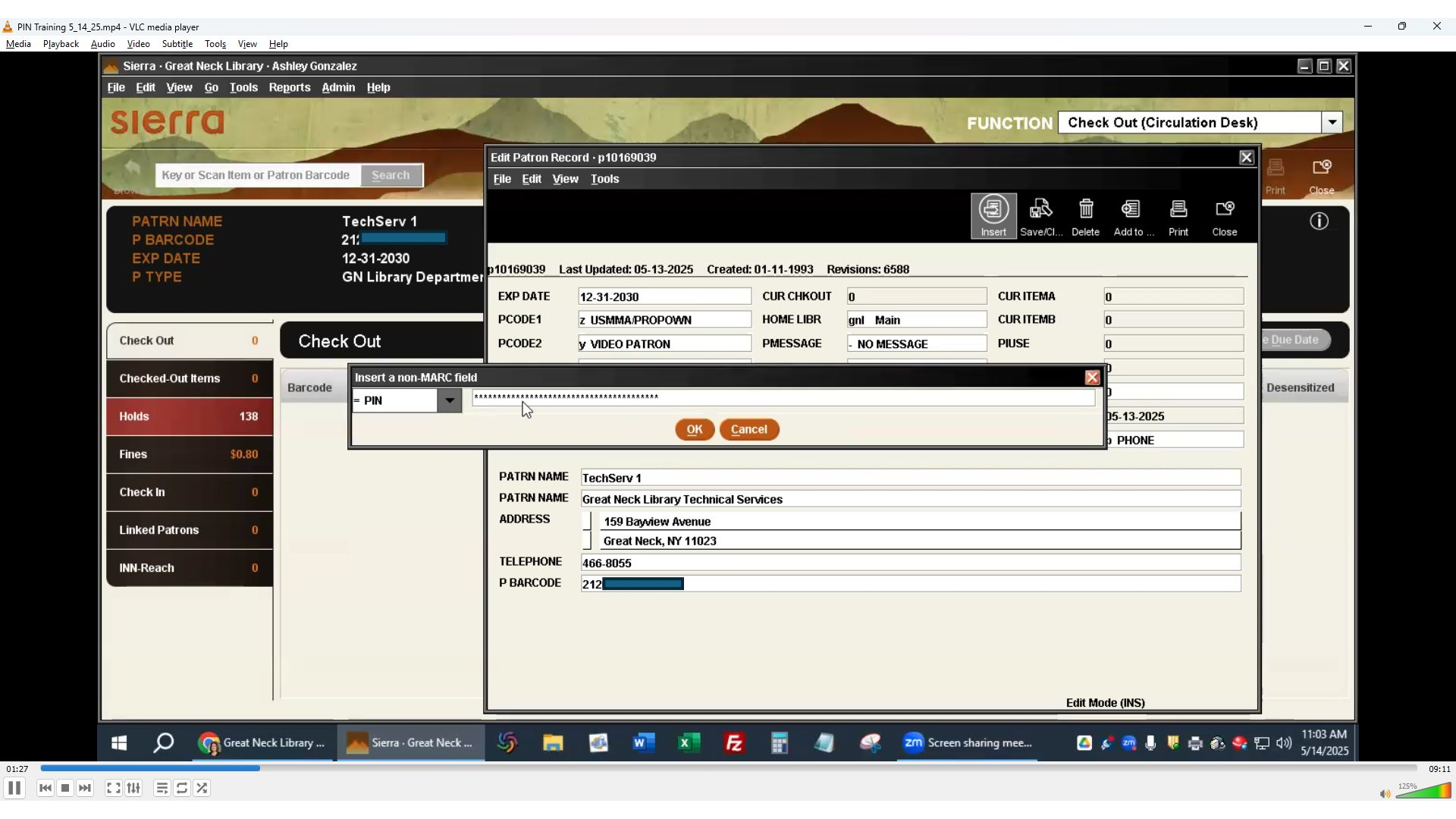
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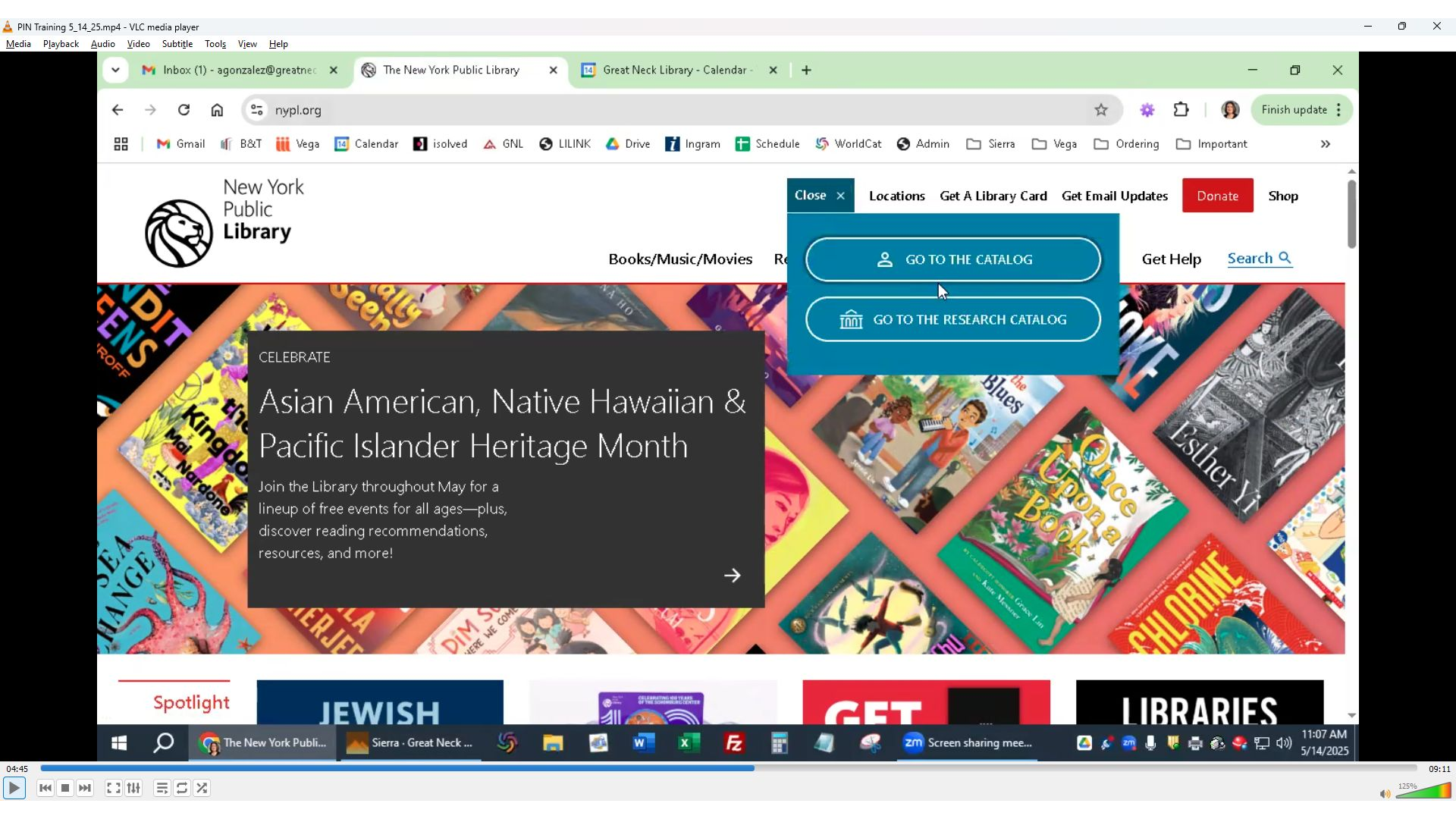
PIN Training 5_14_25.mp4 - VLC media player
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The New York Public Library
Great Neck Library - Calendar
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New York Public Library
Close
Locations
Get A Library Card
Get Email Updates
Donate
Shop
GO TO THE CATALOG
GO TO THE RESEARCH CATALOG
Books/Music/Movies
Get Help
Search
CELEBRATE
Asian American, Native Hawaiian & Pacific Islander Heritage Month
Join the Library throughout May for a lineup of free events for all ages—plus, discover reading recommendations, resources, and more!
Spotlight
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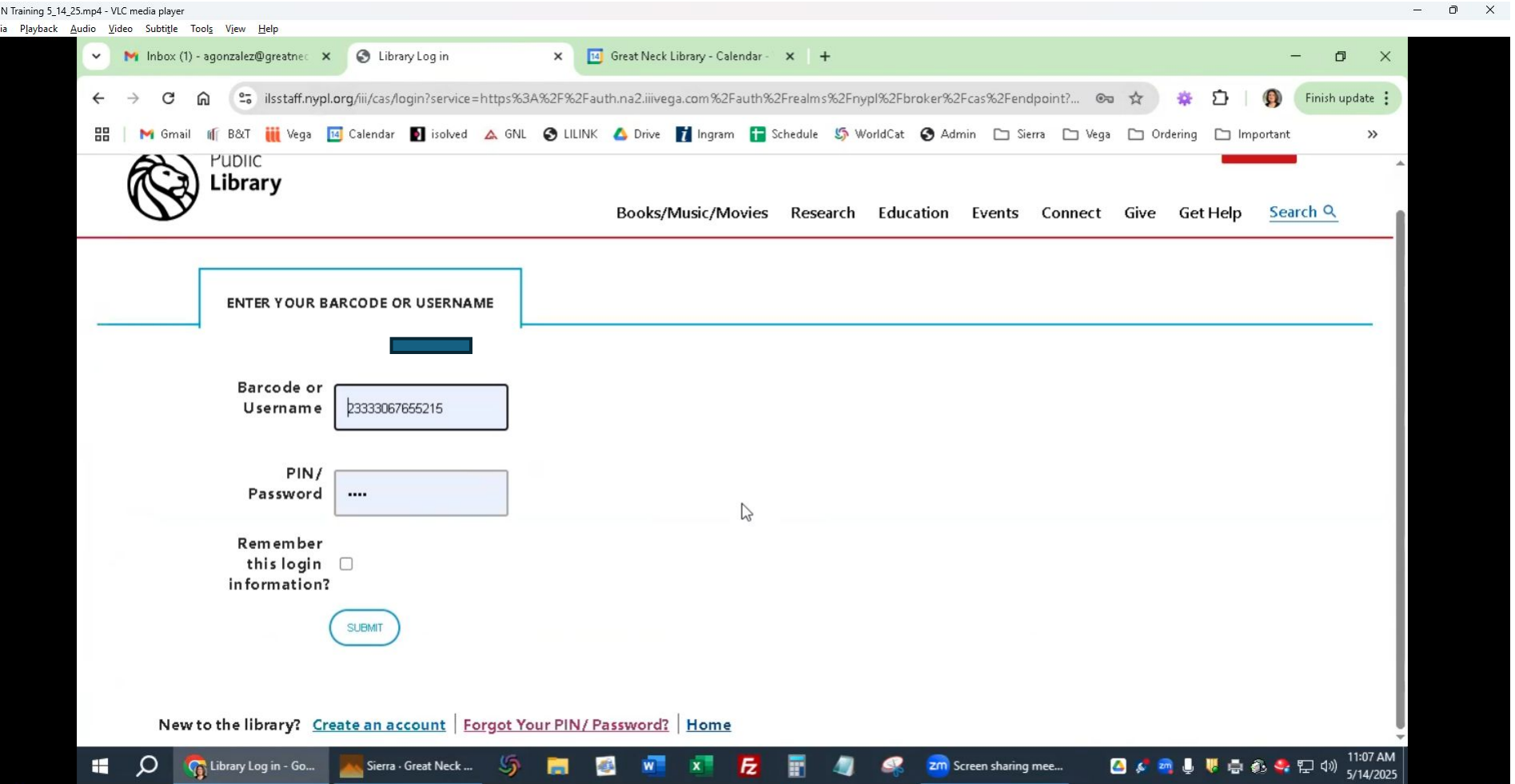
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Library Log in
Great Neck Library - Calendar -
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Library
Books/Music/Movies Research Education Events Connect Give Get Help Search
ENTER YOUR BARCODE OR USERNAME
Barcode or Username
23333067655215
PIN/ Password
Remember this login information?
SUBMIT
New to the library? Create an account | Forgot Your PIN/ Password? | Home
Library Log in - Go...
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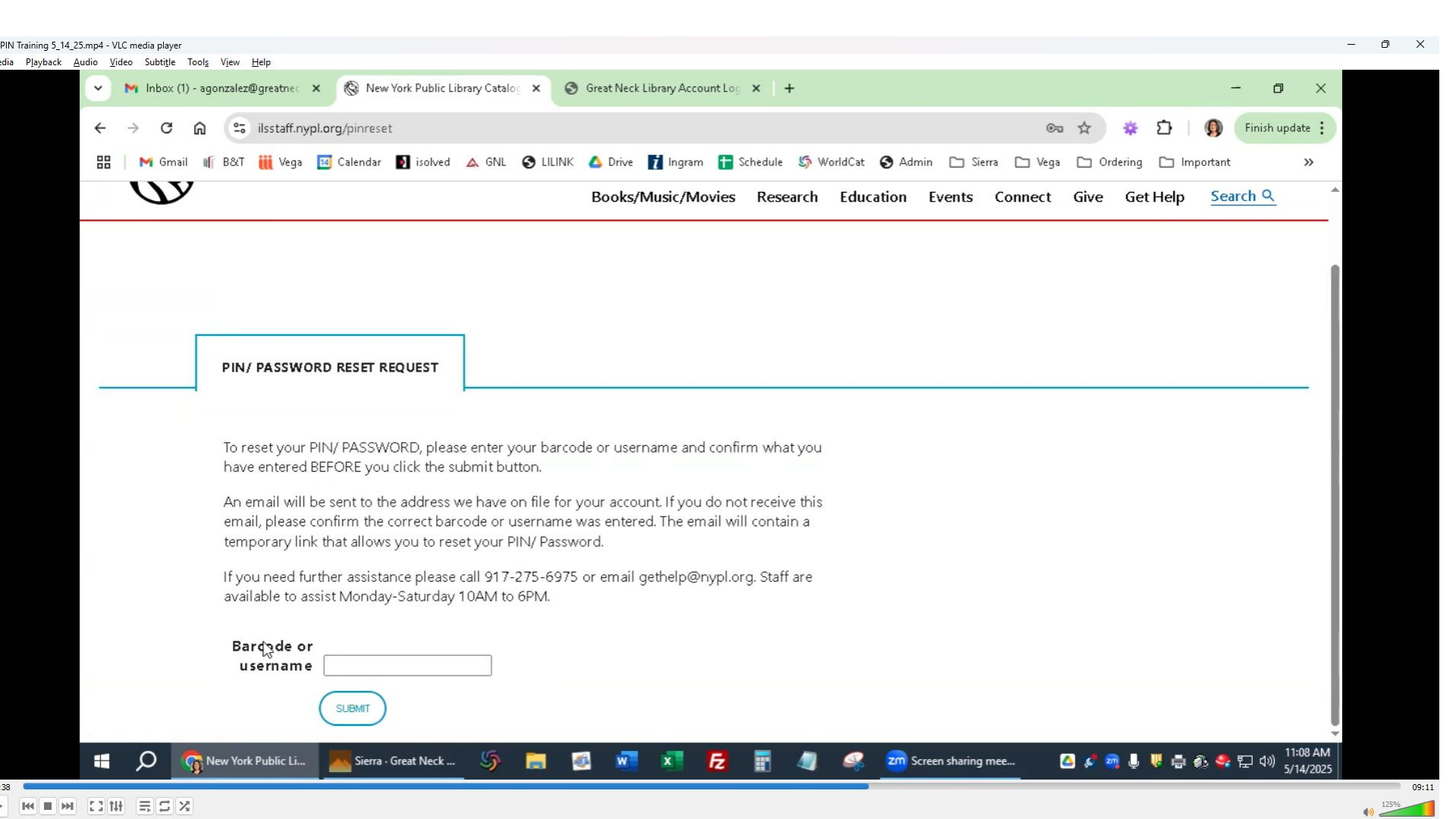
PIN Training 5_14_25.mp4 - VLC media player
Media Playback Audio Video Subtitle Tools View Help
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Great Neck Library Account Log
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Books/Music/Movies Research Education Events Connect Give Get Help Search
PIN/ PASSWORD RESET REQUEST
To reset your PIN/ PASSWORD, please enter your barcode or username and confirm what you have entered BEFORE you click the submit button.
An email will be sent to the address we have on file for your account. If you do not receive this email, please confirm the correct barcode or username was entered. The email will contain a temporary link that allows you to reset your PIN/ Password.
If you need further assistance please call 917-275-6975 or email gethelp@nypl.org. Staff are available to assist Monday-Saturday 10AM to 6PM.
Barcode or username
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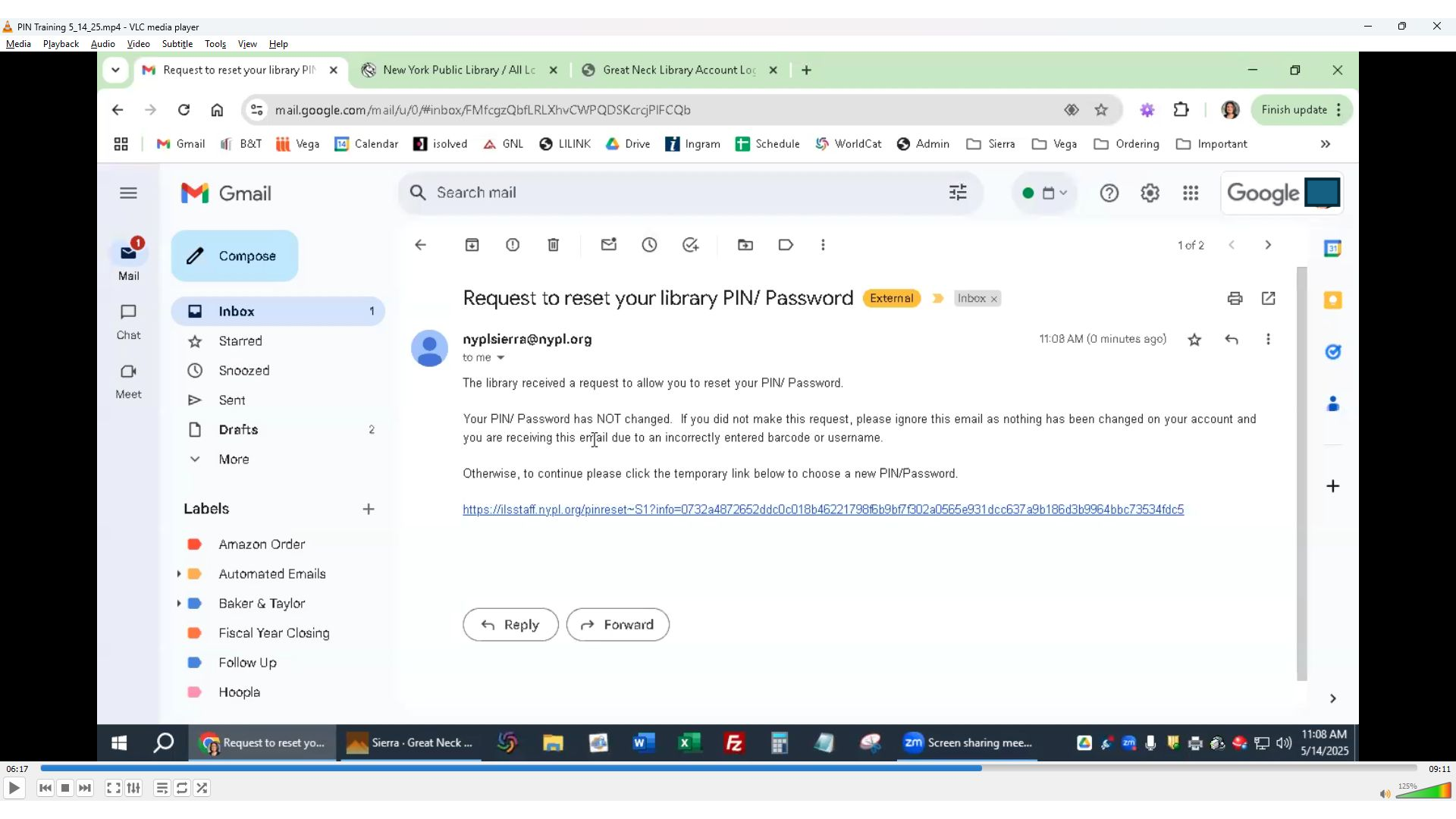
PIN Training 5_14_25.mp4 - VLC media player
Media Playback Audio Video Subtitle Tools View Help
Request to reset your library PIN
New York Public Library / All Lc
Great Neck Library Account Log
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Snoozed
Sent
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More
Labels
Amazon Order
Automated Emails
Baker & Taylor
Fiscal Year Closing
Follow Up
Hoopla
1 of 2
Request to reset your library PIN/ Password
External
Inbox ×
nyplsierra@nypl.org
to me
11:08 AM (0 minutes ago)
The library received a request to allow you to reset your PIN/ Password.
Your PIN/ Password has NOT changed. If you did not make this request, please ignore this email as nothing has been changed on your account and you are receiving this email due to an incorrectly entered barcode or username.
Otherwise, to continue please click the temporary link below to choose a new PIN/Password.
https://ilsstaff.nypl.org/pinreset~S1?info=0732a4872652ddc0c018b46221798f6b9bf7f302a0565e931dcc637a9b186d3b9964bbc73534fdc5
Reply
Forward
Request to reset yo...
Sierra · Great Neck ...
Screen sharing mee...
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PIN Training 5_14_25.mp4 - VLC media player
Media Playback Audio Video Subtitle Tools View Help

MY ACCOUNT
Sign in
Apply for a Library Card

SEARCH
Start Over
By Keyword
By Author
By Title
By Journal Title
By Subject
By Genre
By ISBN
By Call number
Advanced search

MY LIBRARY
Help
Comments
Recommend an Item for Purchase

RESET YOUR PIN/ PASSWORD

Barcode or username

Enter your new PIN/ Password

Confirm the new PIN/ Password

The use of a strong PIN/ Password is encouraged to protect your security and identity.

- Please use a PIN/ Password between 4 and 32 characters long using mixed-case, numerals, and/or the special characters noted below.
- You have the option of creating a standard PIN (4 characters in length) or the more secure option of creating a PASSWORD up to 32 characters long.
- You can create a PASSWORD that includes upper or lower case characters (a-z, A-Z), numbers (0-9), and/or special characters **limited to the following:** ~ ! ? @ # $ % ^ & * ( )

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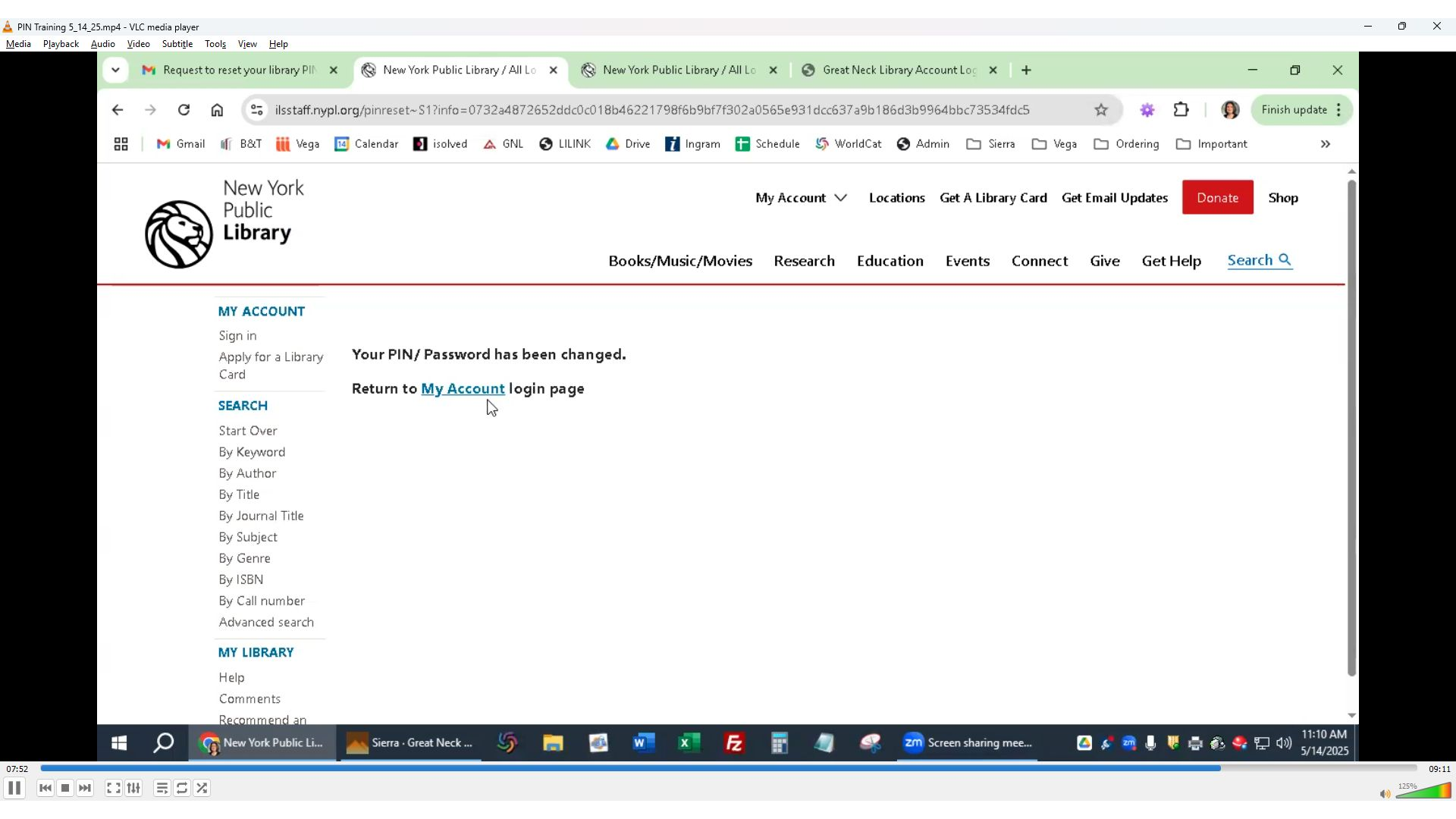

PIN Training 5_14_25.mp4 - VLC media player

Media Playback Audio Video Subtitle Tools View Help

Request to reset your library PIN | New York Public Library / All Lo | New York Public Library / All Lo | Great Neck Library Account Log

ilsstaff.nypl.org/pinreset~S1?info=0732a4872652ddc0c018b46221798f6b9bf7f302a0565e931dcc637a9b186d3b9964bbc73534fdc5

Finish update

Gmail B&T Vega Calendar isolved GNL LILINK Drive Ingram Schedule WorldCat Admin Sierra Vega Ordering Important

New York Public Library

My Account Locations Get A Library Card Get Email Updates Donate Shop

Books/Music/Movies Research Education Events Connect Give Get Help Search

MY ACCOUNT

Sign in

Apply for a Library Card

SEARCH

Start Over

By Keyword

By Author

By Title

By Journal Title

By Subject

By Genre

By ISBN

By Call number

Advanced search

MY LIBRARY

Help

Comments

Recommend an

Your PIN/ Password has been changed.

Return to My Account login page

New York Public Li... Sierra · Great Neck ... Screen sharing mee... 11:10 AM 5/14/2025

07:52 09:11

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PIN Recap

- Patron Set/Reset
  - Need barcode AND email access
  - Same process for first PIN or for changing/resetting PIN
- Staff Reset
  - Put in PIN
  - Delete PIN so patron can set it

- Workflow Change
  - Staff will place holds in Sierra Client (BIB Level Holds)
  - Best to show patron how to use WebPac
  - Override Code available for MaineCat / INNReach

PIN Questions

- Timing?
  - PINs are on in Webpac or off, no staging or library by library rollout
  - Early March?
- PIN Format?
  - “PIN”is hardcoded on reset screen
  - Instructions are customizable
  - Format is customizable
    - 4 digits?
    - Alpha-numeric?