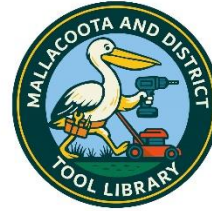


Logging into the Tool Library (MyTurn) software for the first time.



1. Open a web browser on your phone or laptop and go to <https://madtl.myturn.com/library/>
2. Top right: click on **Log In**
3. Click on **Forgot Password**
4. In the middle box, type the **email address** you gave when you first joined and click **Submit**
5. Go to your **email inbox**
6. Click on **Reset Password**
7. **Make a note of your Username for next time** – it's the name in **bold** exactly as it is (all one word)
8. Type in your new password twice – must be at least 8 characters – and click on **Submit**
9. You are now logged in to the Tool Library software (MyTurn).
10. Click on **Inventory**
11. Now you are logged in, you can reserve items for pick up to one month in advance.
12. Watch this **video** to learn how to reserve items:
https://www.youtube.com/watch?v=x0Jr_bi2pEU
13. In future, each time you want to reserve items go to <https://madtl.org.au/>, click on **Browse Tools** and **log in** top right.

If you need additional help, please email madtoollibraryloans@gmail.com