1. Go to library website at http://mgcl.iitr.ac.in

2. Click on "My account@ MG Central Library", login page will appear.
3. Enter your **Employee/Enrollment no.** as **User ID** and password as created at the time of library membership registration.
   * (If password not created earlier or not working, kindly send an e-mail to ramsoni.mcl2015@iitr.ac.in from your institute email account or contact in person at library issue/return counter with your institute identity card/medical booklet.)

4. After successful login, Click on "Your Name appeared at right top corner of the computer screen", Some navigation tab will appear on the left side of the screen.

   (Then, Click on "Change password" and set your new password, if required)

5. Click on "Item checked out" option, the complete list of issued books in your account will be listed on screen in item detail box.
6. For renewal of book, click on ‘renew’ option at the bottom of item detail box, or use available at the right side of the screen.

For any queries/suggestion, please contact:

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