## **CEMI Equipment Checkout Guide**

Click here to enter the web checkout: <a href="https://checkout.unt.edu/sso/patron#!/">https://checkout.unt.edu/sso/patron#!/</a>

From the right bar menu click "Reserve". Choose "CEMI" as your center.

Ŀ	WCO Patron Portal			
A	Home	Home	Select Center ×	
	Reserve 🔫 ——	<b>⊘</b> View	Choose your Checkout Center	
::•	Centers	Upcoming Reservations	<b>*</b>	
0	Billing	Current Checkouts Checked Out Resources	CEMI	
•••	Help	History	OK Cancel	
		New Reservation		

From the page below, click on "contents" to pick the equipment you need. Fill out the time and date. Click on "All".

📜 New Reservation		CK-114447	
	Your reservation is e	empty.	Û
Message of the Day		Settings 🕖	
Center Calendar	Start Time	04/10/2024 •09:54AM •	C <
	End Time	04/10/2024 • 09:54AM •	C 🗸
	Checkout Center	СЕМІ	
	Allocation Notes		
		Contents 🔟	
	Looks like your cart is empty.		
		Press 🛄 to get started.	

Click on the save icon to confirm your request.

Ready to Save		
	Settings	
Start Time	04/10/2024 ▼01:00PM ▼	
End Time	04/11/2024 ▼11:00AM ▼	
Checkout Center	СЕМІ	
Allocation Notes	h.	
	Contents	
	Resources Added (1 items)	
MIDI Keyboard 🔻		Qty: 1 +
M-Audio_AXIOM 25-Ke	ey #1	6.

Use the link below to see what types of equipment are available <a href="https://cemi.music.unt.edu/user-information">https://cemi.music.unt.edu/user-information</a>