

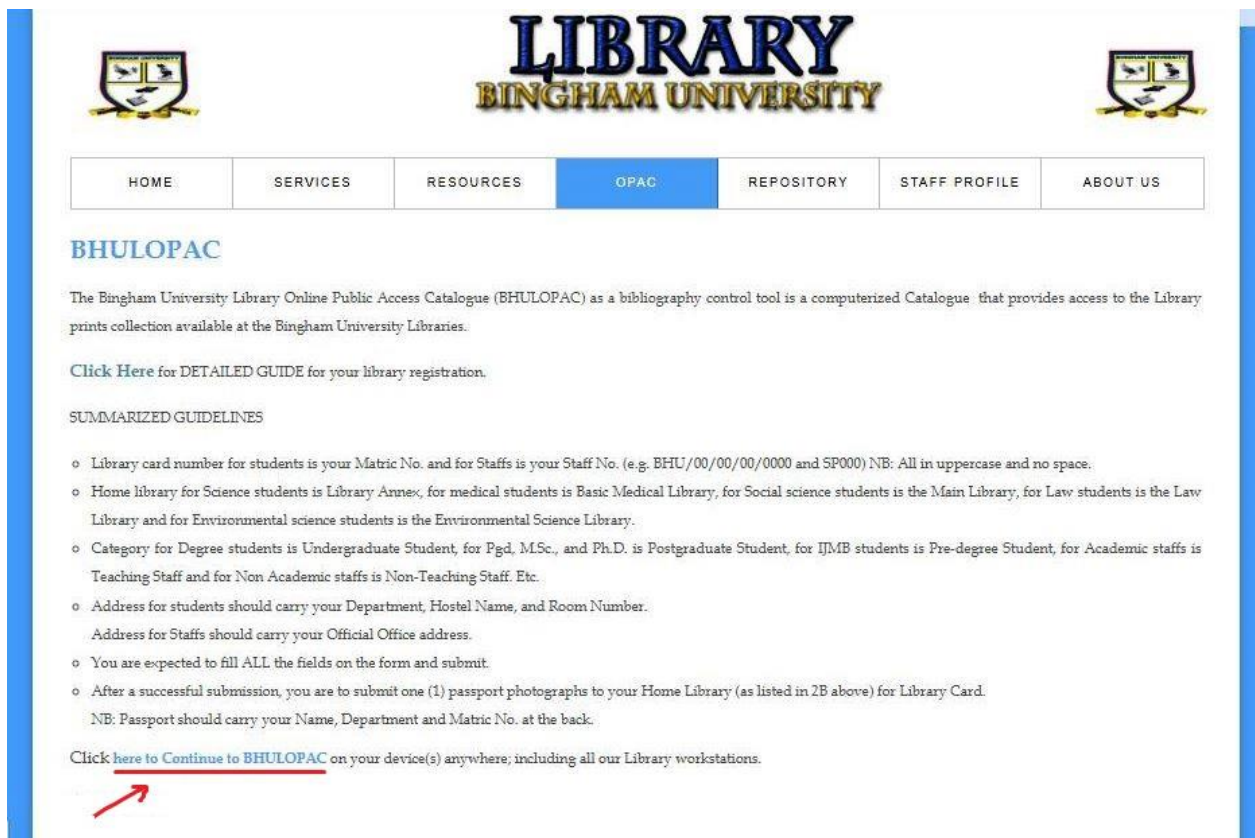
# BINGHAM UNIVERSITY

## LIBRARY MEMBERSHIP REGISTRATION

### GUIDELINES FOR REGISTRATION

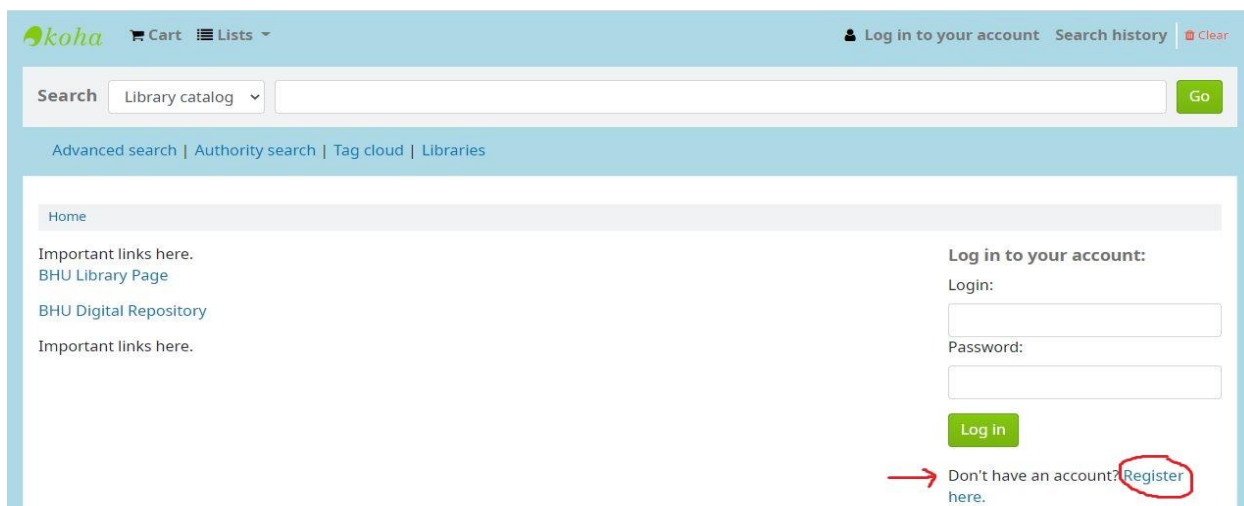
#### To Users

1. Users are to log on to the Library **OPAC** page @ <http://binghamuni.edu.ng/library/index.php/opac>  
And click on [Click here to Continue to the OPAC](#)



The screenshot shows the Bingham University Library OPAC website. At the top, there is a navigation menu with links for HOME, SERVICES, RESOURCES, OPAC (highlighted in blue), REPOSITORY, STAFF PROFILE, and ABOUT US. Below the menu, the page title is "BHULOPAC". The main content area contains a description of BHULOPAC as a computerized catalogue, a link to a detailed registration guide, and a section titled "SUMMARIZED GUIDELINES". This section lists several points: library card numbers for students and staff, home libraries for different departments, categories for students and staff, address requirements, and instructions on submitting passport photographs. A red arrow points to the link "Click here to Continue to BHULOPAC" at the bottom of the guidelines.

2. Click on *Register here* to register



The screenshot shows the Koha library catalog interface. At the top, there is a search bar with a dropdown menu set to "Library catalog" and a "Go" button. Below the search bar, there are links for "Advanced search", "Authority search", "Tag cloud", and "Libraries". On the left side, there are "Important links here" for "BHU Library Page" and "BHU Digital Repository". On the right side, there is a "Log in to your account" section with input fields for "Login:" and "Password:", and a "Log in" button. Below the login section, there is a link "Don't have an account? Register here." with a red arrow pointing to the "Register" text, which is circled in red.

### 3. YOU ARE TO FILL THE FORM

- A. Library card number for students is your **Matric No.** and for Staffs is your **Staff No.** (e.g. **BHU/00/00/00/0000** and **SP000**) **NB: All in uppercase and no space.**
- B. Home library for Science students is **Library Annex**, for medical students is **Basic Medical Library**, for Social science students is the **Main Library**, for Law students is the **Law Library** and for Environmental science students is the **Environmental Science Library**.
- C. Category for Degree students is **Undergraduate Student**, for Pgd, M.Sc., and Ph.D. is **Postgraduate Student**, for IJMB students is **Pre-degree Student**, for Academic staffs is **Teaching Staff** and for Non Academic staffs is **Non-Teaching Staff**. Etc.
- D. Address for students should carry your **Department, Hostel Name, and Room Number**. Address for Staffs should carry your **Official Office address**.
- E. You are expected to fill **ALL** the fields on the form and submit.
- F. After a successful submission, you are to submit **one (1)** passport photographs to your Home Library (*as listed in 2B above*) for Library Card.  
**NB: Passport should carry your Name, Department and Matric No.** at the back.

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## Your personal details

### Library

Library card  
number:

Required

Card number must be between 3 and 23 characters.

Expiration date:

Home library:

Category:

### Identity

Salutation:

Surname:

Required

First name:

Date of birth:   Clear date

Other names:

Female:  Male:  Other:  None specified:

### Main address

Address:

Country:

### Contact information

Primary phone:   
Required

Secondary phone:

Primary email:   
Required

### Password

Password must contain at least 8 characters, including UPPERCASE, lowercase and numbers  
If you do not enter a password a system generated password will be created.

Password

Confirm password

### Verification

Verification:   
Required

Please type the following characters into the preceding box: LFZHD



Submit

## List of Home Libraries and the Departments under them

### **MAIN LIBRARY**

- ✓ Accounting
- ✓ Business Administration
- ✓ Economics
- ✓ Mass Communication
- ✓ Political Science
- ✓ Sociology
- ✓ Library Science
- ✓ Entrepreneurship
- ✓ English
- ✓ Philosophy
- ✓ Religious Studies
- ✓ Guidance and Counseling

### **BASIC MEDICAL LIBRARY**

- ✓ Medicine and Surgery
- ✓ Human Anatomy
- ✓ Human Physiology
- ✓ Medical Laboratory Science
- ✓ Nursing
- ✓ Optometry
- ✓ Public Health
- ✓ Pharmacy

### **LIBRARY ANNEX**

- ✓ Biochemistry
- ✓ Computer Science
- ✓ Chemical Science
- ✓ Mathematics
- ✓ Biological Sciences
- ✓ Physics

### **LAW LIBRARY**

- ✓ Law

### **ENVIRONMENTAL SCIENCE LIBRARY**

- ✓ Architecture
- ✓ Estate Management
- ✓ Environmental Management
- ✓ Landscape Architecture
- ✓ Quantity Survey