

HOW TO SUGGEST A BOOK FOR PURCHASE VIA OPAC

Please follow the instructions below to “*Give your book suggestions*”

1. Please log in to “library.apiit.lk”
2. Click on the “Log in to your account”



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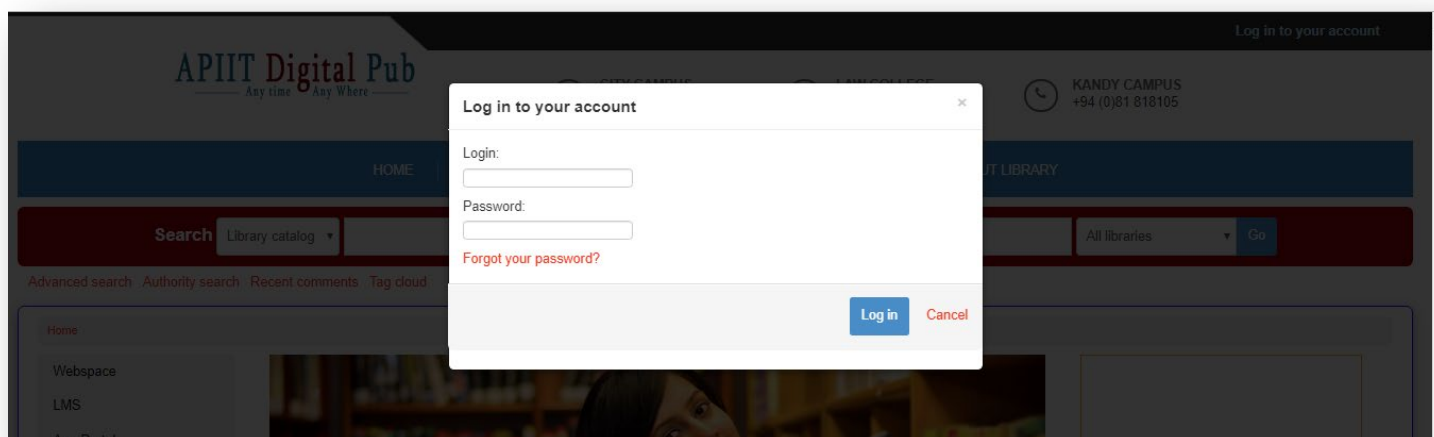
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APIIT library is a gateway to a comprehensive collection of resources to support the Institute's teaching, learning and research programmes. There are two libraries, one at the city campus premises and the other at Access Towers.

3. Enter your lab **log in credentials** to log in to the page.



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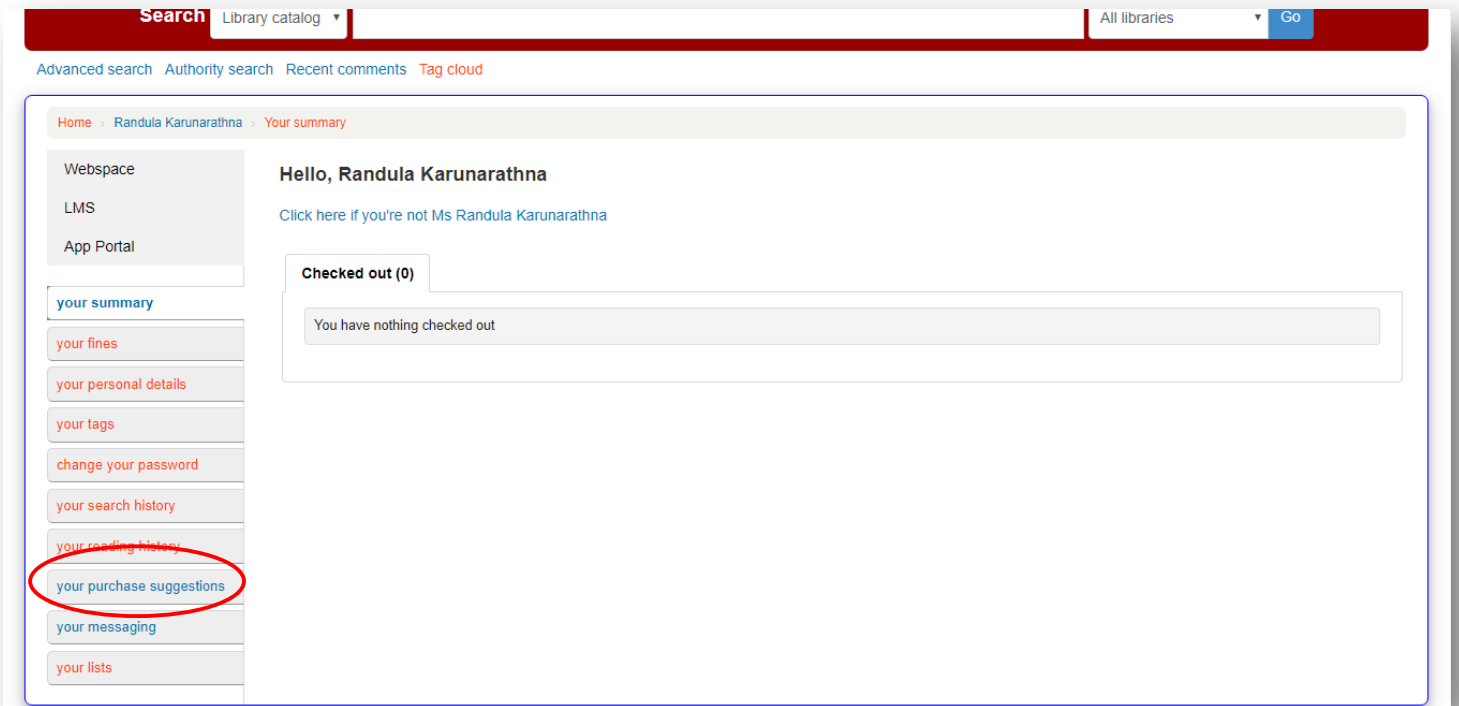
Log in:

Password:

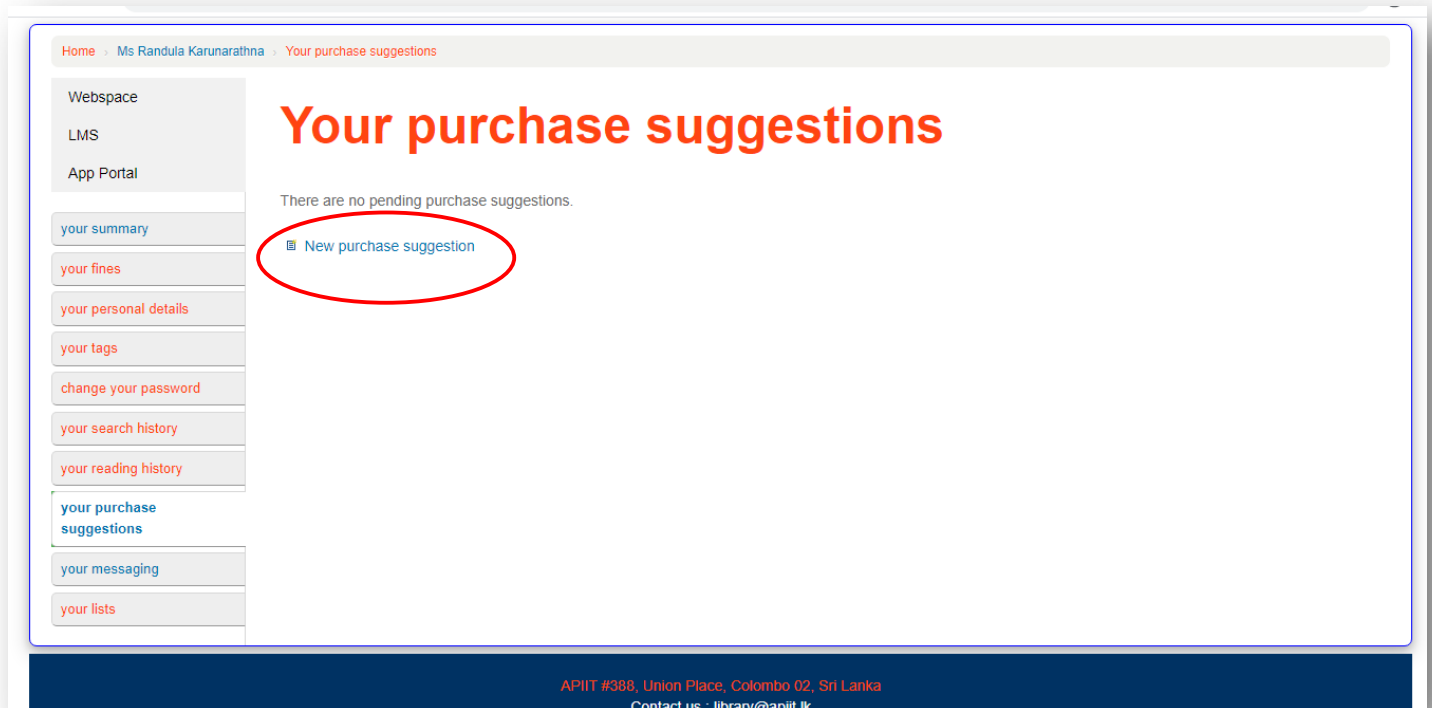
[Forgot your password?](#)

Log in Cancel

- When you are logged in to your account on the bottom left corner of the page you will find the icon “Your Purchase Suggestions”. Click on the icon.



- Click on “New Purchase Suggestions Icon”.



6. Fill the details and submit your suggestion by clicking on the submit icon.

Home > Ms Randula Karunaratna > Your purchase suggestions

Enter a new purchase suggestion

Please fill out this form to make a purchase suggestion. You will receive an email when the library processes your suggestion.

Only certain fields (marked in red) are required, but the more information you enter the easier it will be for the librarians to find the title you're requesting. The "Notes" field can be used to provide any additional information.

Title:

Author:

Copyright date:

Standard number (ISBN, ISSN or other):

Publisher:

Collection title:

Publication place:

Quantity:

Item type: Audiobook

Reason for suggestion: Choose --

Notes:

Submit your suggestion

7. You can see the suggestion summary as below once you have submitted.

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Home > Ms Randula Karunaratna > Your purchase suggestions

Your purchase suggestions

Your suggestion has been submitted.

Search for:

New purchase suggestion

Select all Clear all Select suggestions to: x Delete

Summary	Suggested on	Note	Managed by	Status
<input type="checkbox"/> management accounting -Audiobook	03/04/2020			Requested

Delete selected

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Contact us @ library@apiit.lk
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If you need any clarification please write to library@apiit.lk or call +94-11-7672127-129, +94-11-7675214-215
Thank you!!