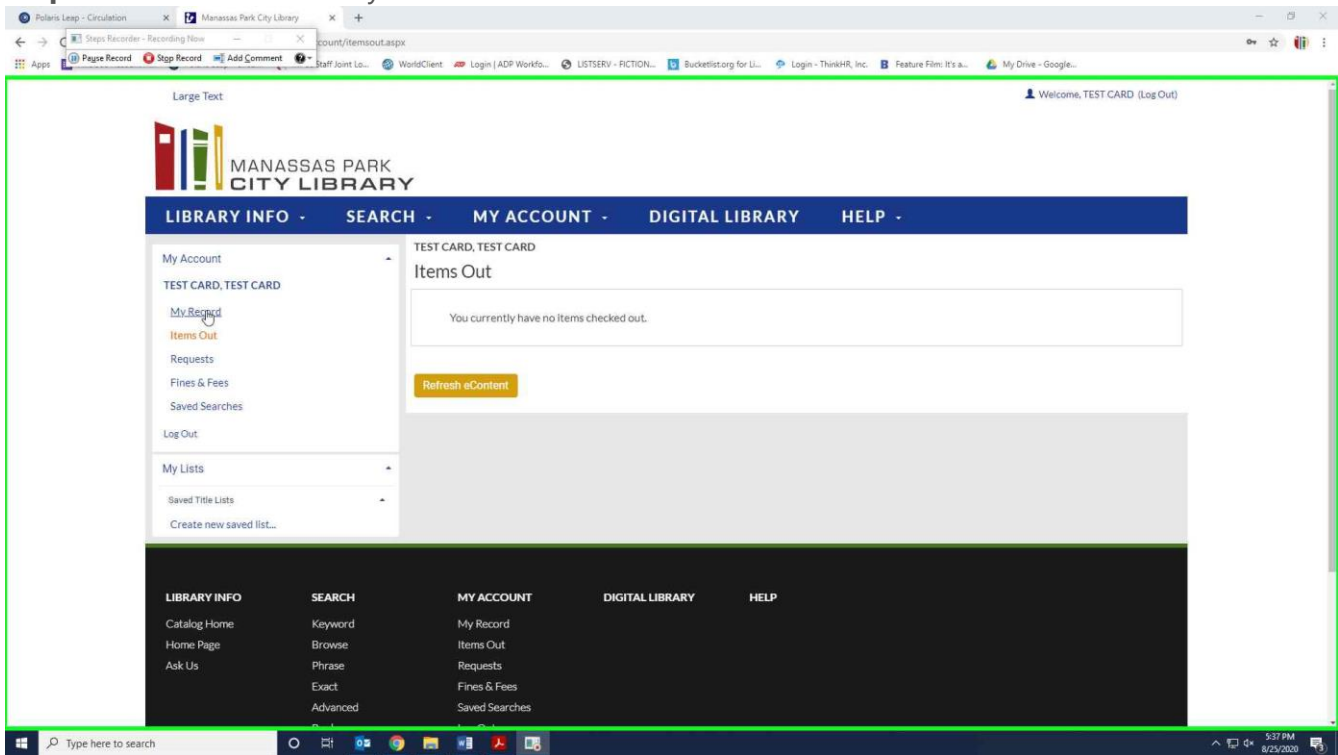
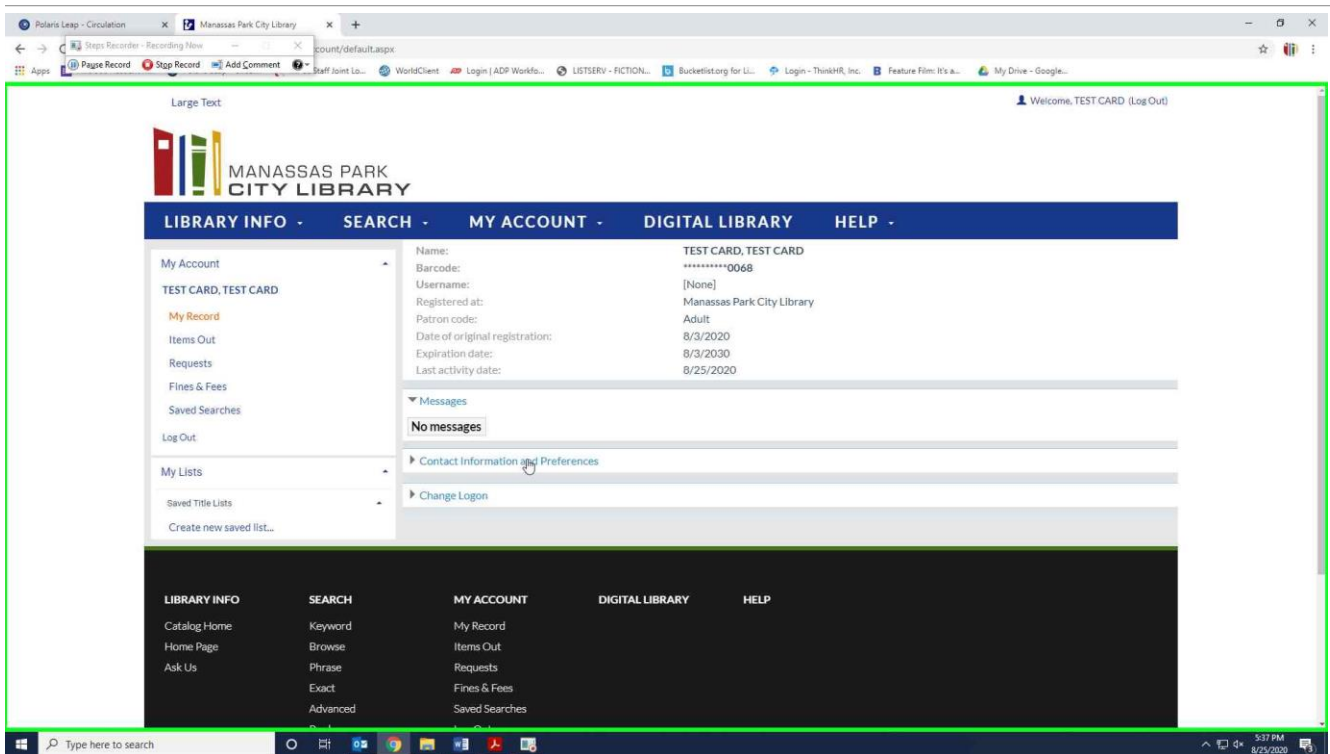


# Reading History Steps

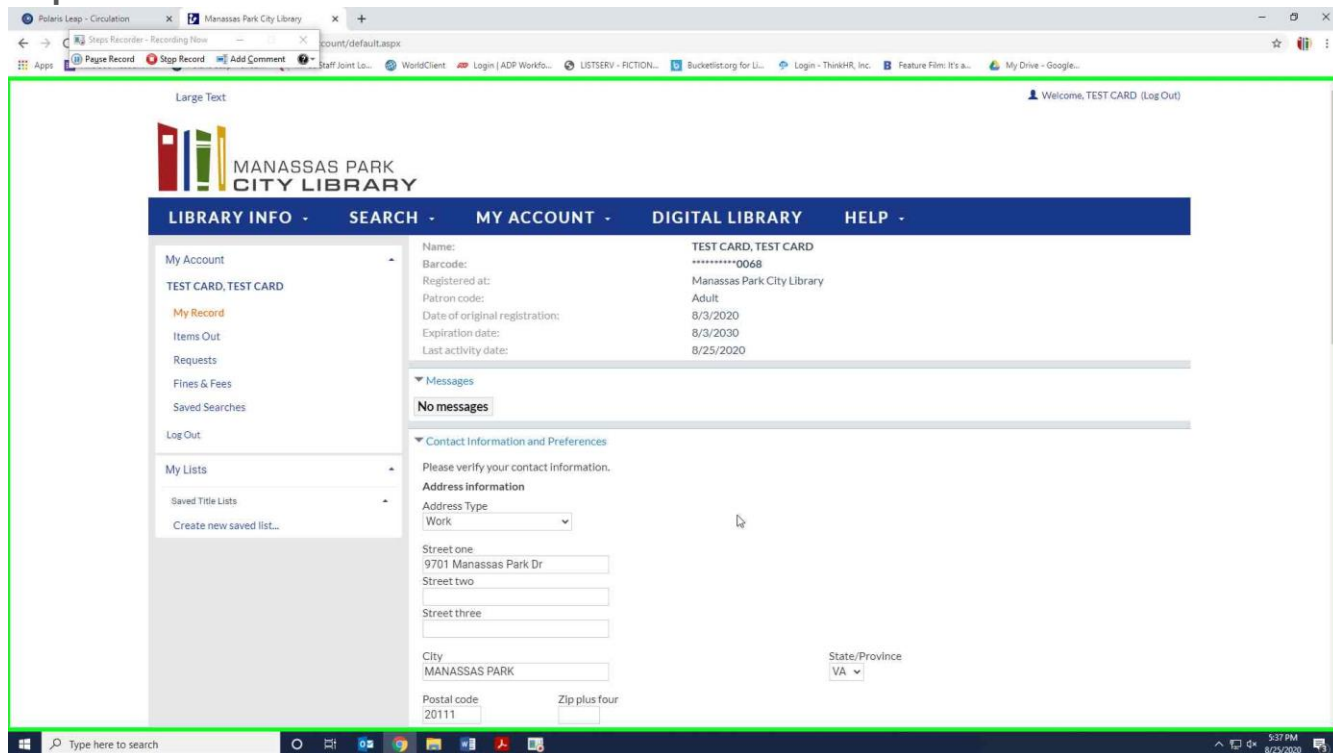
## Step 1: User left click on "My Record"



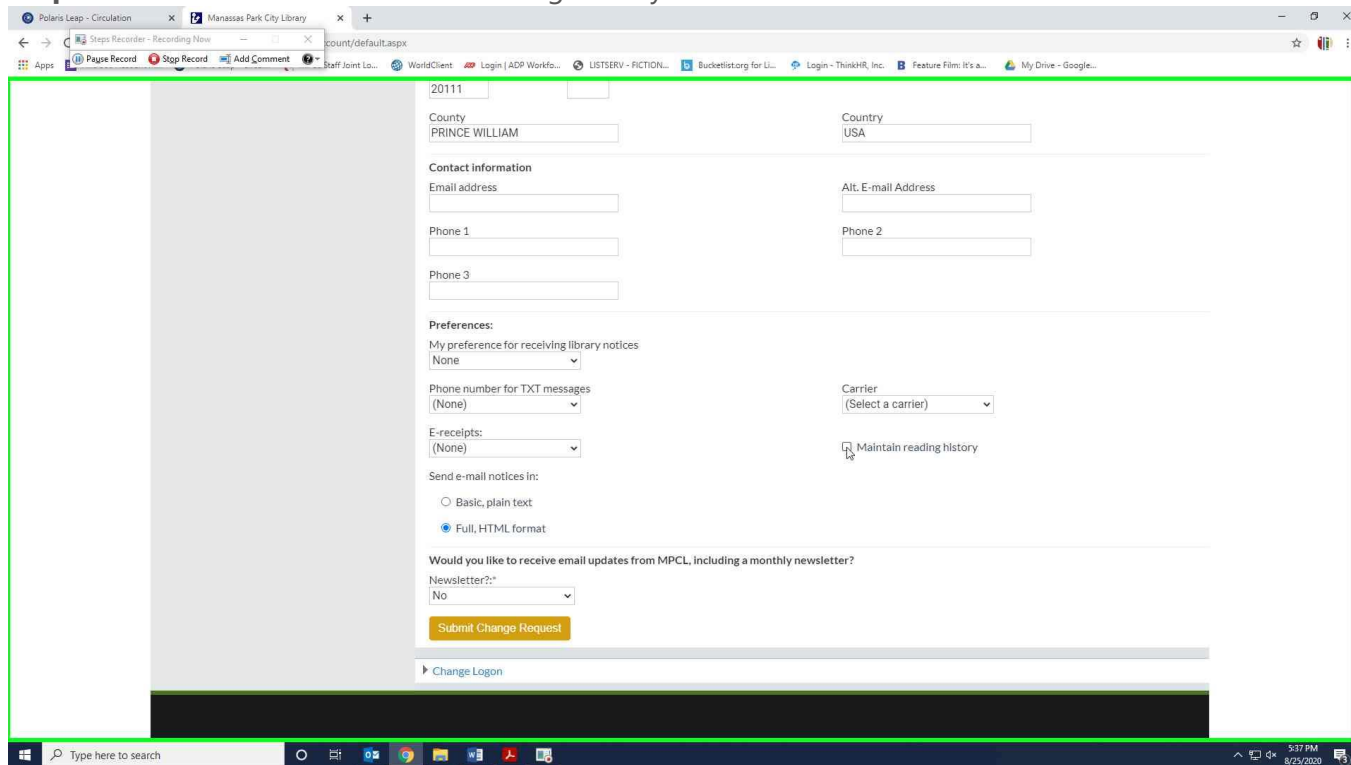
## Step 2: User left click on "Contact Information and Preferences"



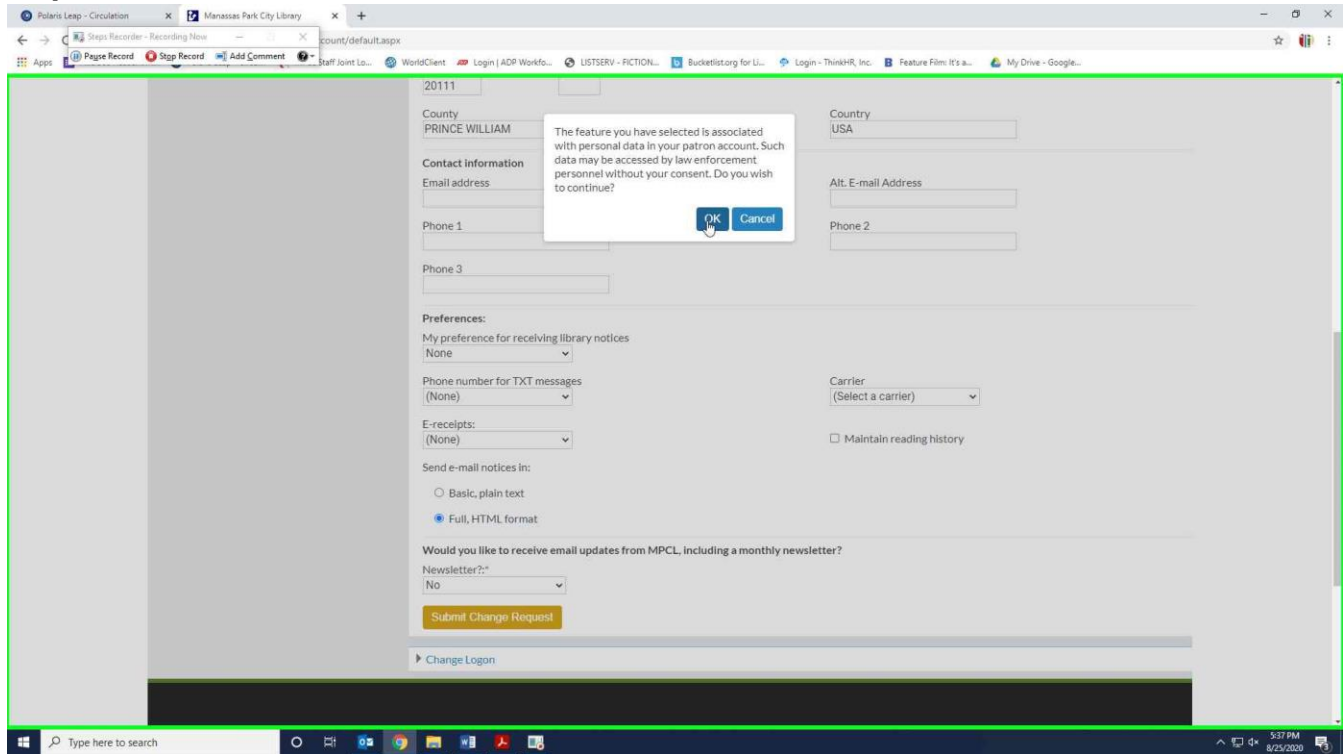
### Step 3: User mouse wheel down.



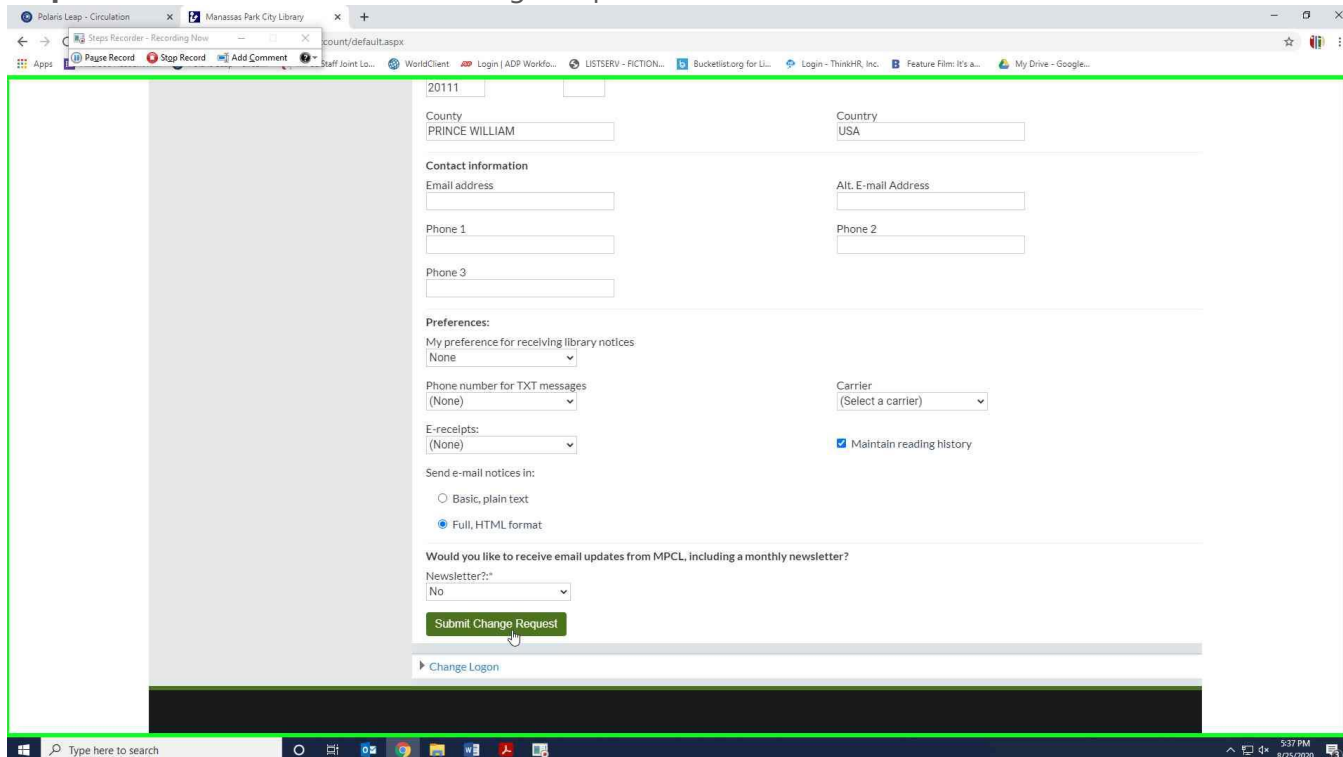
### Step 4: User left click on "Maintain reading History"



## Step 5: User left click on "Ok"



## Step 6: User left click on "Submit Change Request"



## Step 7: User left click on "Ok"

The screenshot shows a web browser window with the following elements:

- Browser Tabs:** Polaris Leap - Circulation, Manassas Park City Library, and a page recorder window.
- Address Bar:** manassaspark.librarycatalog.info says
- Form Fields:**
  - 20111
  - County: PRINCE WILLIAM
  - Country: USA
  - Contact information: Email address, Phone 1, Phone 2, Phone 3, Alt. E-mail Address
  - Preferences: My preference for receiving library notices (None), Phone number for TXT messages (None), Carrier (Select a carrier), E-receipts (None), Maintain reading history (checked)
  - Send e-mail notices in: Basic, plain text (unchecked), Full, HTML format (checked)
  - Would you like to receive email updates from MPCL, including a monthly newsletter? Newsletter?: No
- Buttons:** Submit Change Request, Change Logon
- Tooltip:** A tooltip is displayed over the form, stating: "Reminder notices are transmitted via e-mail. Please enter a primary e-mail address or contact the library for assistance." A mouse cursor is pointing at a blue button within the tooltip.
- Taskbar:** Windows taskbar at the bottom with search bar and system tray showing 9:37 PM on 8/25/2020.