



Quick Guide: How to Book-A-Librarian

Renew your library card by video conference

1



Book an appointment online

Find an available date and time on our [booking page](#) and schedule an appointment.

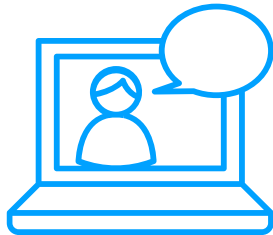
2



Receive email confirmation

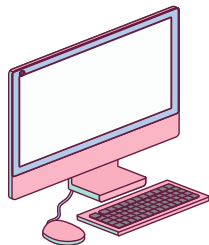
After booking an appointment, you will receive an email confirmation containing the meeting link. This email will come from: San Diego Public Library - Book a Librarian <no-reply@setmore.com>.

3



Join video meeting

On your scheduled date and time, click on the “Join your meeting” link in the email confirmation. Meetings use the [Google Meet](#) video conferencing platform.



If joining by computer or laptop...

After clicking the meeting link, your meeting will launch in the browser. Enter your name, click the “Ask to Join” button, and wait for a library staff member to start the meeting.



If joining by mobile device...

If you clicked on the meeting link from your Gmail app, the meeting will automatically launch. If you are asked to download the Meet app, it is available on [Google Play](#) (Android) and [App Store](#) (iOS). You will need a [Google account](#) to sign into the app.