Linked Accounts in Aspen (Desktop)

*Note: These instructions are for using a desktop or laptop computer, not a mobile device.* Link accounts to view all of your household’s cards under one account. Navigate to the Aspen catalog, available on the library website: [https://catalog.sbplibrary.org/](https://catalog.sbplibrary.org/)

After logging into your account, select Linked Accounts.
Click the blue “Add an Account” button.

![Image of the Linked Accounts page showing the option to add an account](image.jpg)
A pop-up will appear asking for the Library card number and PIN of the account you want to link.

After submitting the information, you will receive a message that the account was linked.
The account will show up under the linked account menu. You can also remove accounts from this same screen by selecting the yellow button.
Now, you are able to see all of the holds and checkouts. The default will group everything together, but you can use the “sort by account” option to sort items by account.
You will also see the additional barcodes under “My Library Card” and can use these at the library to borrow materials.