

How to get your Proxy Server/Library Account login:

There are about 5 different ways to do this; I will show the shortest version I can think of for where you may be starting from.

Hover on Academics (or on Campus Resources), then click on Library

The screenshot shows the Montana State University Billings Home page. The navigation menu includes 'Resources for Future Students', 'Current Students', 'Faculty & Staff', and 'Alumni & Friends'. The 'Academics' dropdown menu is open, and the 'Library' link is circled in red. An orange arrow points from the text 'Hover on Academics...' to this link.

Click on Renew Books Online

The screenshot shows the MSU Billings Library Home page. The 'LEARN MORE' section is visible, with the 'Renew Books Online' link circled in red. An orange arrow points from the text 'Click on Renew Books Online' to this link.

MSU Billings Library

Library Catalog Account Login
Login to review checkouts, and renew books

Username: Username/Banner ID (8 digits) or NetID (7chars) or first.last

Password:

return to [Library Catalog](#)

[Get a new library password](#) or [Change your library password](#)

Use any of the following identifiers to login:

Banner ID number. This is usually listed on your MSU ID card. It is an 8 digit number sometimes preceded by a dash ("-").

NetID. Used for student email, Desire2Learn (D2L), Library, and other MSU services, get your NetID here: [What's my NetID?](#)

MSU email/MSU domain/D2L username. This is your first name and your last name separated by a period using all lower case letters (firstname.lastname). It can also have numbers to differentiate common names.

Community Library Patrons with a 14 digit ID and a PIN can login here also. If you need your PIN reset you will need to contact Circulation at 406-657-1687.

For more information, browse to our [Library Accounts & Passwords](#) page or to [MSU Password Help Page](#).



Click on **Get a new library password**

off for the Internet zone. [Click here to open security settings.](#)

[Bozeman Home](#) [Billings Home](#) [Great Falls Home](#) [Northern Home](#)

Request a New Library Accounts Password

NEW You may not need a Library password if you have your NetID password set up. [What's my NetID?](#)

Use this form to **get a new password** for Library services.
Use this form if you **forgot your password**.
You must have access to your **official MSU Email address** for this to work.

If you **already know your password**, and wish to change it, go to this form [Change your password](#).



If you get this "Security Information" pop-up, click on **Yes**

Security Information

This page contains both secure and nonsecure items.

Do you want to display the nonsecure items?

This form will send instructions to your MSU email address of record on how to obtain a new password for library services. If you do not have an official MSU email address on file, please contact the Library Reference desk here [Ask for help](#).

for the Internet zone. [Click here to open security settings.](#)

[Bozeman Home](#) [Billings Home](#) [Great Falls Home](#) [Northern Home](#)

Request a New Library Accounts Password

NEW You may not need a Library password if you have your NetID password set up. [What's my NetID?](#)

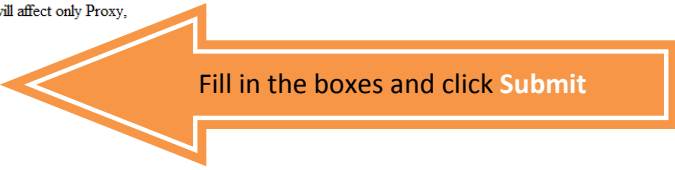
Use this form to **get a new password** for Library services.
Use this form if you **forgot your password**.
You must have access to your **official MSU Email address** for this to work.

If you **already know your password**, and wish to change it, go to this form [Change your password](#).

For Bozeman staff and students, this will affect all your Library Accounts (ILL, Proxy, Circulation, and E-Reserves submittal). For Billings, Great Falls, and Northern staff and students, this will affect only Proxy, and Circulation.

* your **LD. Number (8 digits)**: (also called Banner, Onecard ID)

* your **first and last initials**:



Fill in the boxes and click **Submit**

This form will send instructions to your MSU email address of record on how to obtain a new password for library services. If you do not have an official MSU email address on file please contact the Library

Library Password Requested

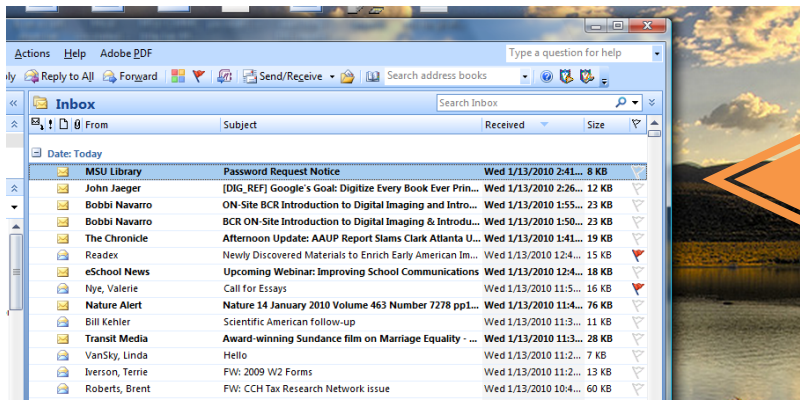
For: 00001698 - Fandrich, Gaia Jan
An email containing instructions on how to obtain your new Library password has been sent.

To: jfandrich@msubillings.edu
cc: gaia.fandrich@myportal.montana.edu
These are the email address(es) we have for you.

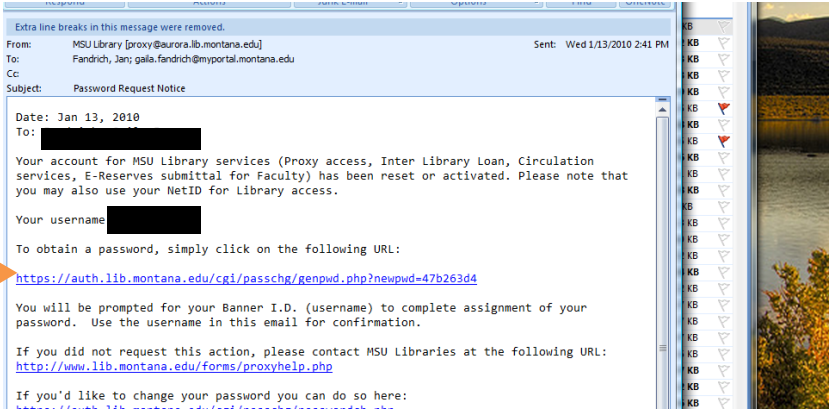
In the case of an incorrect email address, you will need to log in to MyInfo to fix it permanently.
Go to [MyInfo Login](#).

Open another window and log in to your email

Note: if the screen shows only an email that you never use, contact Library ASAP



Open email from MSU Library



Click on the link

Get a new Library accounts password

This form will assign a new password for **Library accounts only**, and send it to your MSU email address of record (if requested). If you do not have an official MSU email address on file, please contact the Library Reference desk (994-3171) for help.

* Confirm I.D. Number (8 digits): (also called Banner ID, Onecard ID)

Enter new password: (letters and numbers only, no special characters, 6 to 10 characters long, must have at least 1 letter and 1 number)

Confirm new password: Email my password to me

Fill in the blanks and submit

Note: be sure to read the directions for constructing your password

Password Reset

For: [REDACTED]ndrich, Gaila Jan

Your password for MSU Library Services has successfully been reset.

