

## Bottesford Community Library



### IT Quick Reference

#### [BCLA web site](#)

[www.bottesfordcommunitylibrary.org.uk](http://www.bottesfordcommunitylibrary.org.uk)

From the 'Friends' page on this website there is a link to the Three Rings volunteer rota management system ([www.3r.org.uk](http://www.3r.org.uk))

#### [Three Rings volunteer management system](#)

##### **Login** using your username

(BCLA<lastname><initial>) and personal password.

**Sign-up** to new shifts as you require. These can be **cancelled** within 60 minutes of sign-up otherwise contact a volunteer manager. Contact details of fellow volunteers are available.

Don't forget to **logout** of the system.

The system can be viewed in a simple form (default) or in a full version.

##### [Volunteer support](#)

The support is carried out by volunteers also. If you have forgotten your password or having problems with the systems then contact:

[support@bottesfordcommunitylibrary.org.uk](mailto:support@bottesfordcommunitylibrary.org.uk)

Dermot Daly 07778 351935

Anne Daly 07939 641551

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