Enter webcheckout.uoregon.edu into your browser. Your User ID is the first part of your @uoregon.edu email address. The password matches the one used to access your email.

Click the box after you have read and agree with the terms and conditions and hit enter in the password text box.

Select Equipment Reservations.

Use the window to the right to select the desired dates and times.

Click the calendar icon to select the desired dates. Select the reservation times. All reservations are limited to 24 business hours. For example, if your reservation begins on Friday at 9 A.M., your return date will be on Monday at 9 A.M.

Click the add resources tab.

Use the center column menu and navigate to the equipment in the third column.

Click add.
If the red reservation problems box is shown, the issue is usually solved by referring to the bulleted text.

Click the confirm button to complete your reservation.

To confirm your reservation, check your email. Webcheckout@uoregon.edu will send a confirmation when the reservation is made, picked up and returned.

Be advised: Your reservation will be held for 15 minutes after your pickup time. After that, the reservation will expire.

For additional help contact the Help Desk in Allen 319 or at 541-346-0257