

# USING EBOOKS & AUDIOBOOKS ON YOUR Smartphone or Tablet

iPad, iPhone, iPod Touch  
Android or Windows 10 device



## Setting Up Libby

1. Begin by installing the **Libby** mobile app from your app store. **The Libby app only works on iOS 10.0 and up and Android 5.0 and up.**
2. Open Libby and find your library. You will find PCIN libraries under **downloadLibrary**. You can also search by city, postal code, or by allowing your device to share its location.
3. To save a library, **Add a Card** for it. You will need to select your library again, enter your full library card number (no spaces), and then your PIN (last 4 digits of your phone number). Tap **Sign In**. If you have multiple people sharing the same device, you can add additional cards.

## Searching For & Downloading Titles

1. Tap the **Search Icon** (magnifying glass), on the left of the toolbar.
2. Enter your title, subject, or author search terms and click **search** on your keypad or by pressing the **magnifying glass icon**.
3. For more advanced searching, tap **+ Preferences** to refine your search by **format, language, availability**, and more.

3. To narrow your search results further, tap **Refine**, then add more filters, or scroll down and select **Search Within Results**.
4. **Borrow** indicates the title is currently available. **Place Hold** indicates the title is not yet available, but when clicked, will place you on a waiting list. When the title becomes available, you will get a notification on your device and by email.
5. Tap **Borrow**, then the underlined loan period on the confirmation page to select your desired loan period. Your latest selection will be your default for the next title you borrow. Tap **Borrow** to confirm the loan.
6. View your downloaded items by accessing your **Shelf** (stacked books icon). The book automatically opens in the app. Tap **Open Book** or **Open Audiobook** to start reading or listening.
7. Borrowed titles download to the app automatically when connected to WiFi, so you can read them when you're offline.

## Managing Loans

1. Tap **Shelf** in the bottom right of the app.
2. Tap **Manage Loan** and then tap **Renew**.
3. If no one is waiting for the item, you can renew it a few days before it is due.

## Returning Books Early

1. Titles are automatically returned on their due dates.
2. Return titles early by tapping **Shelf**, tapping **Manage Loan**, then tapping **Return Early**.

## Notes

- Downloading books in the previous OverDrive App or in Adobe Digital Editions, will NOT sync to the Libby App.
- Tap the centre menu button, then **Settings** to update your preferences.
- **eBooks, audiobooks, and magazines** can be downloaded for 7, 14 or 21 days. **Videos** have a 3, 5, or 7 day loan period. There is a 15 item maximum.
- Libby is also available in your web browser at **libbyapp.com**, which does not require downloading apps.



# PCIN

The  
PERTH COUNTY  
INFORMATION NETWORK

Need Assistance? Contact your local PCIN Library



**Stratford Public Library**

19 St. Andrew Street, Stratford | 519-271-0220  
[www.splibrary.ca](http://www.splibrary.ca)  
[askspl@pcin.on.ca](mailto:askspl@pcin.on.ca)



**Perth East Public Library**

19 Mill Street East, Milverton | 519-595-8395  
[www.pertheastpl.ca](http://www.pertheastpl.ca)  
[pel@pcin.on.ca](mailto:pel@pcin.on.ca)



**North Perth Public Library**

260 Main Street West, Listowel | 519-291-4621  
218A Main Street, Atwood | 519-356-2455  
200 Nelson Street, Monkton | 519-347-2703  
[northperth.library.on.ca](http://northperth.library.on.ca)  
[npl@library.northperth.ca](mailto:npl@library.northperth.ca)



St. Marys  
Public Library

**St. Marys Public Library**

15 Church Street North, St. Marys | 519-284-3346  
[www.stmaryspubliclibrary.ca](http://www.stmaryspubliclibrary.ca)  
[libraryinfo@stmaryspubliclibrary.ca](mailto:libraryinfo@stmaryspubliclibrary.ca)



**West Perth Public Library**

105 St. Andrew Street, Mitchell | 519-348-9234  
[www.westperthpl.ca](http://www.westperthpl.ca)  
[wpl@pcin.on.ca](mailto:wpl@pcin.on.ca)