USING EBOOKS & AUDIOBOOKS ON YOUR Smartphone or

Tablet

iPad, iPhone, iPod Touch Android or Windows 10 device



Setting Up Libby

- 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.
- 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**.
- 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**.
- 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.
- 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.
- 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

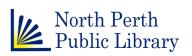
- Downloading books in the previous OverDrive App or in Adobe Digital Editions, will NOT sync to the Libby App.
- Tap the centre menu button, then **Settings** to update your preferences.
- eBooks, audiobooks, and magazines can be downloaded for 7, 14 or 21 days. Videos have a 3, 5, or 7 day loan period. 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



Perth East Public Library



Perth East Public Library

Stratford Public Library

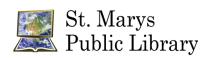
www.splibrary.ca askspl@pcin.on.ca

19 Mill Street East, Milverton | 519-595-8395 www.pertheastpl.ca pel@pcin.on.ca

19 St. Andrew Street, Stratford | 519-271-0220

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 npl@library.northperth.ca



St. Marys Public Library

15 Church Street North, St. Marys | 519-284-3346 www.stmaryspubliclibrary.ca libraryinfo@stmaryspubliclibrary.ca



West Perth Public Library

105 St. Andrew Street, Mitchell | 519-348-9234 www.westperthpl.ca wpl@pcin.on.ca