

Libby on Your Mobile Device

(This Handout is not for the Kindle Fire.)

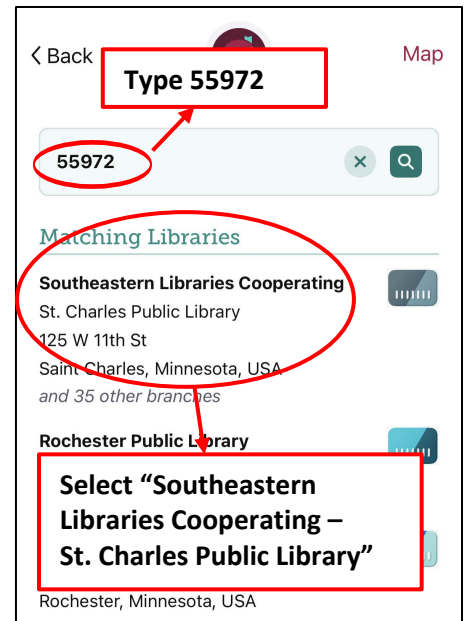
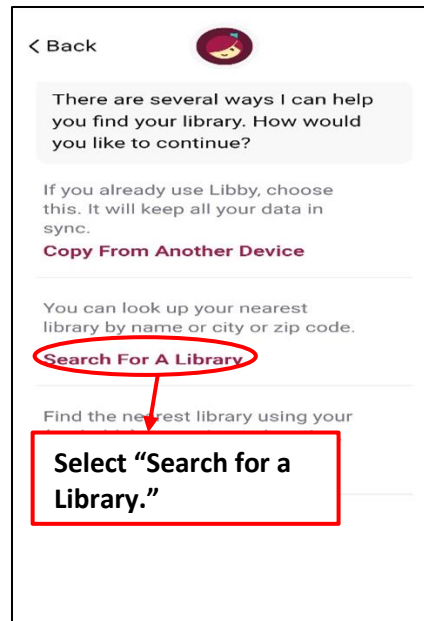
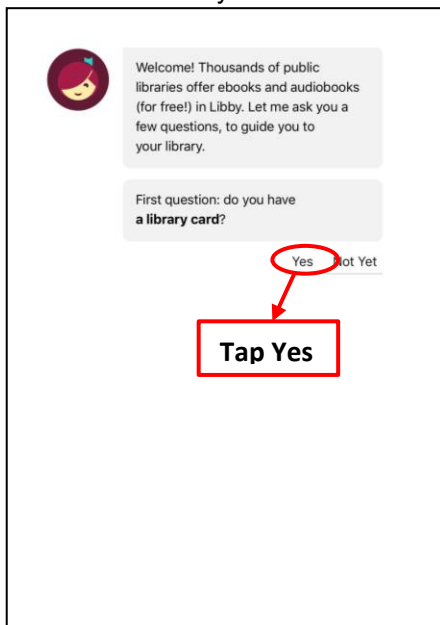


Downloading the App

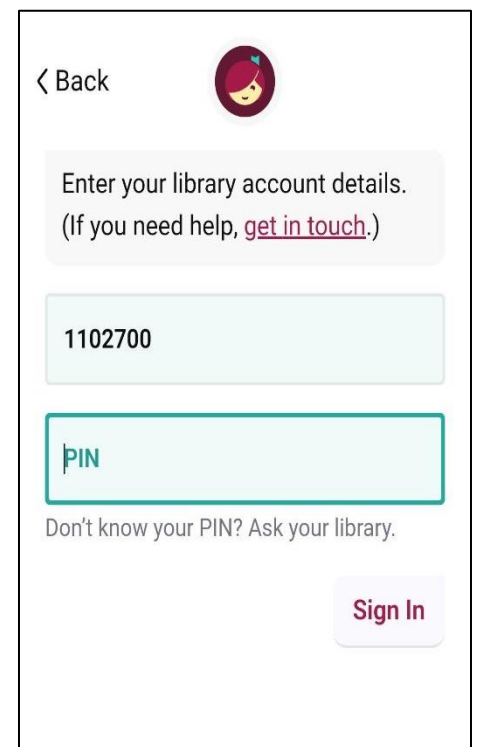
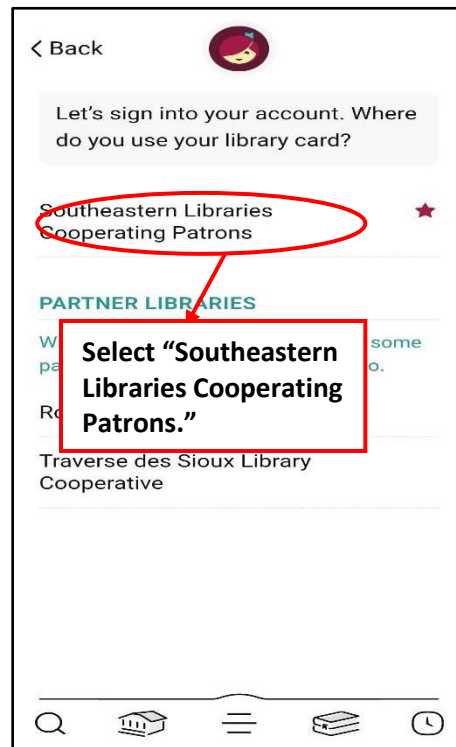
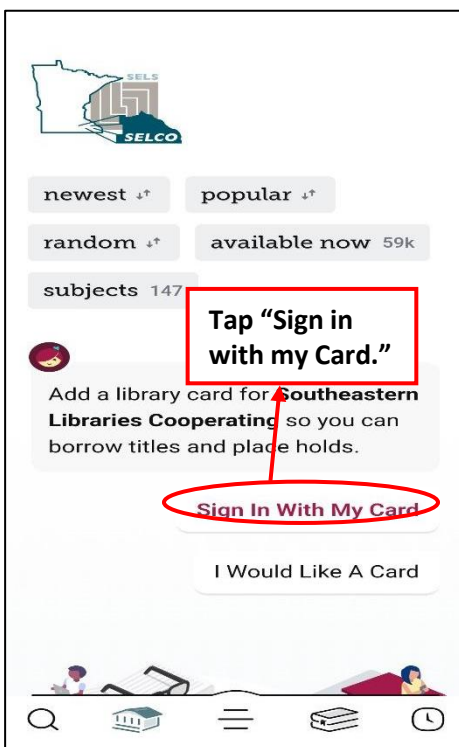
Your device's app store offers a free app called *Libby, the Library app* (You will need this app to download library eBooks and eAudiobooks.) It is Free!

Creating an Account for the App

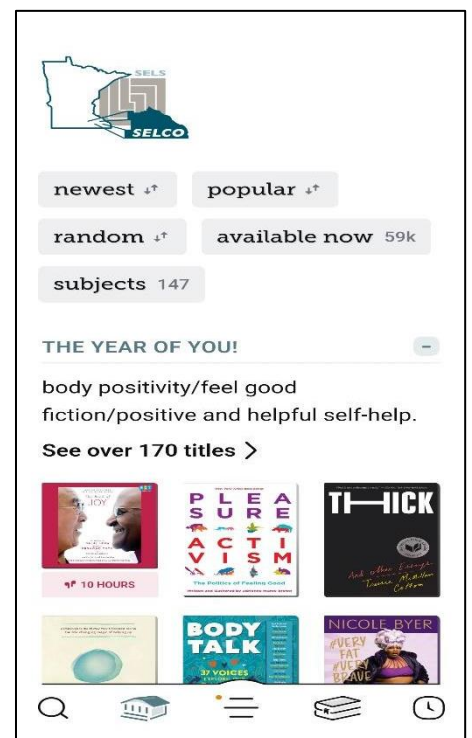
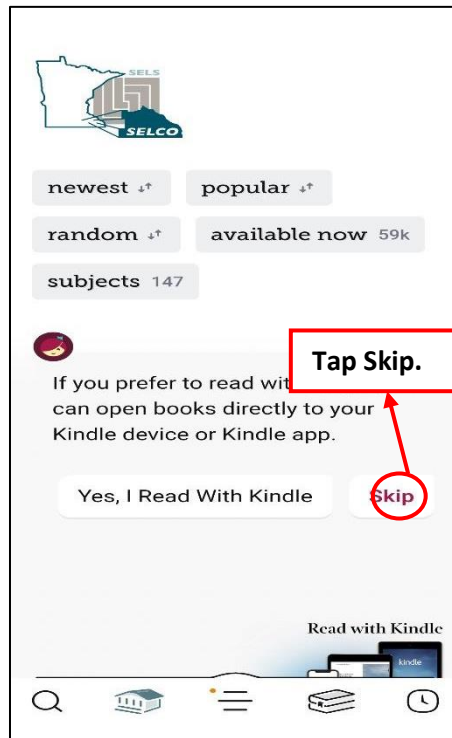
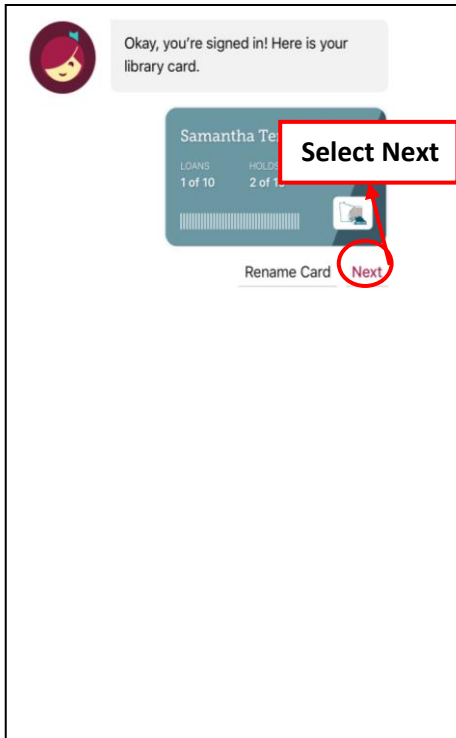
When you first open Libby, she will ask you if you have a library card. Tap Yes. Then look for your library by selecting the option "Search for a Library." On the next screen, type "55972" and select "Southeastern Library Cooperating – St. Charles Public Library."



On the next page, tap "Sign in with my Card." Then select "Southeastern Libraries Cooperating Patrons." On the next page, type in your library card number (with no spaces) then type in your PIN. Finally, tap "Sign In."



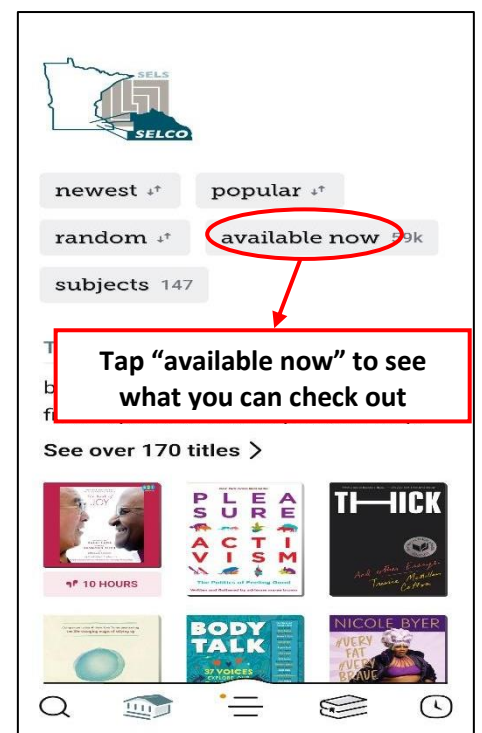
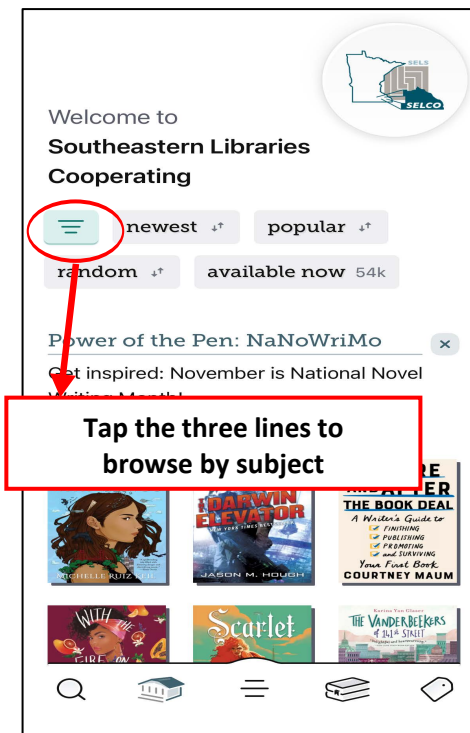
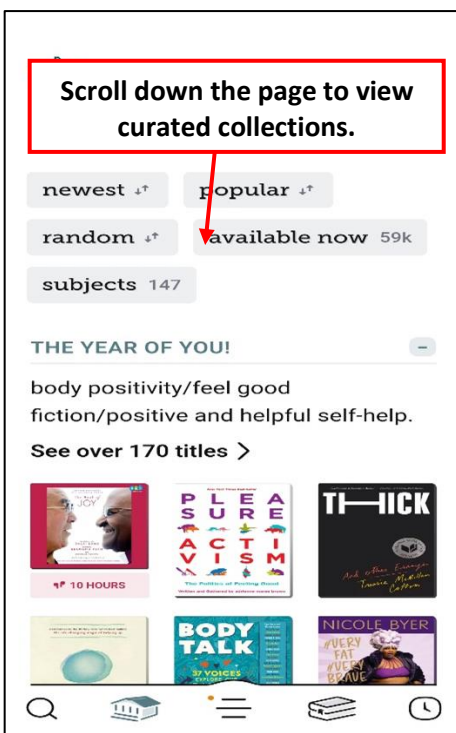
Your library card will appear. Click “Next.” The next page will ask you if you want to read with the Kindle App. Tap Skip. You are now signed up for Libby. You will only have to do these steps this one time and you are good to go.



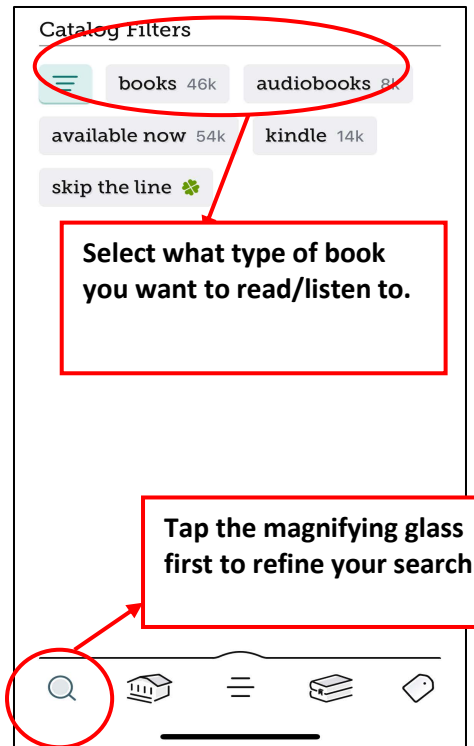
The Catalog

Browsing for Books

If you are looking for a book to read but not sure of what you want, your best bet is browsing Libby. There are several things you can do to browse the collection. The first is by scrolling down on the homepage. The homepage has a variety of suggestions and curated collections for you to browse. Another way to browse for books is to tap on the three lines at the top of the homepage. This will allow you to browse by subject, such as mysteries, romance, etc. The final way to browse is to click available now. This will show you items that are immediately available for checkout.

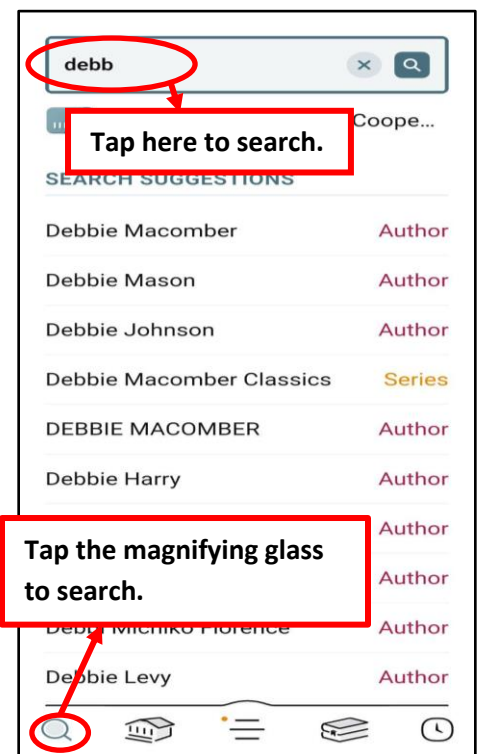


You can also refine your search to just look for eAudiobooks or eBooks. To do this, click on the magnifying glass in the lower left-hand corner. Then under "Catalog Filters," select either "books" for eBooks or "audiobooks" for eAudiobooks depending on how you like to read.



Searching for Books

To search for books, click the search icon at the top of the page. You will now be able to type in your search and click enter. You can search by title, author, or series. Search results will then populate.



Searching: Tips & Tricks

How to Tell if an Item is a Book or Audiobook:

Audiobooks have a pair of earbuds at the bottom of the cover. Books just have the book cover.

How to Tell If a Book is Available / Checked Out:

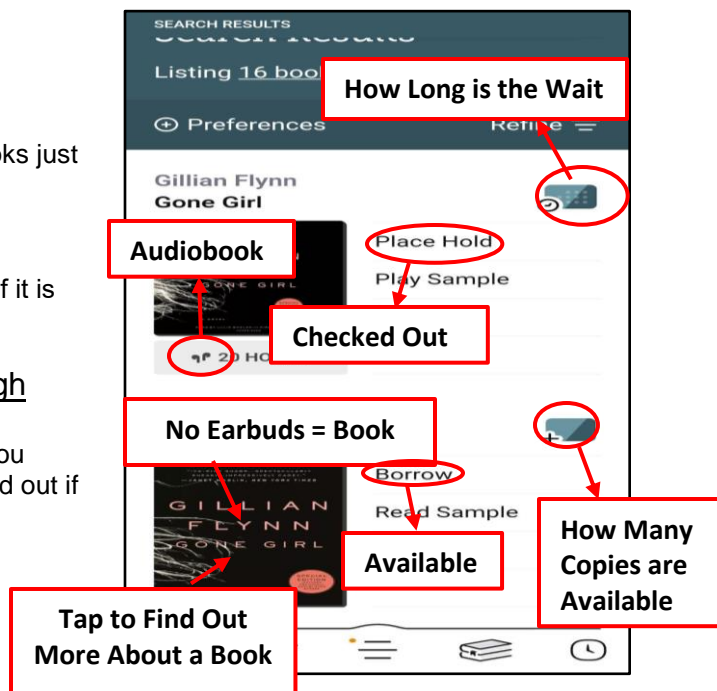
If an item is available, it will say "Borrow" to the right of the book. If it is checked out, it will say "Place Hold."

How Long do I have to Wait for a Book/Are there Enough Copies for Book Club:

Click the card on the upper right of the book to find out how long you would have to wait for an item. Click the circled plus sign (+) to find out if there is more than one copy.

To find out more about a Book:

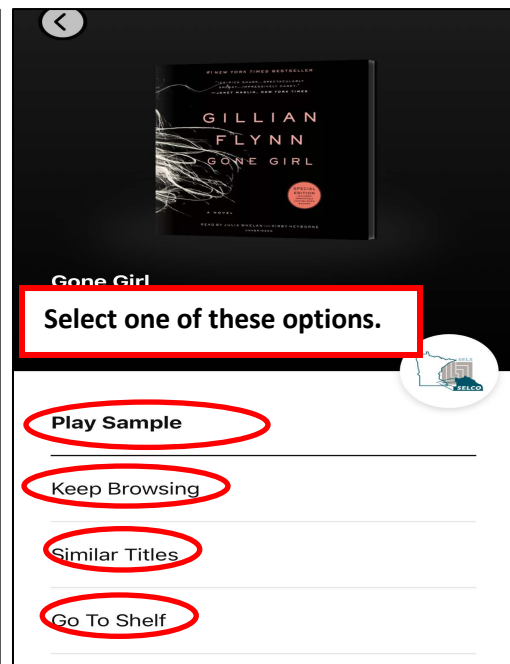
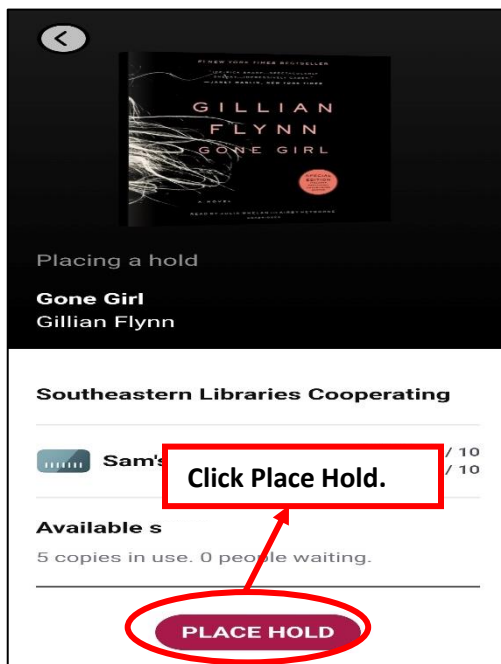
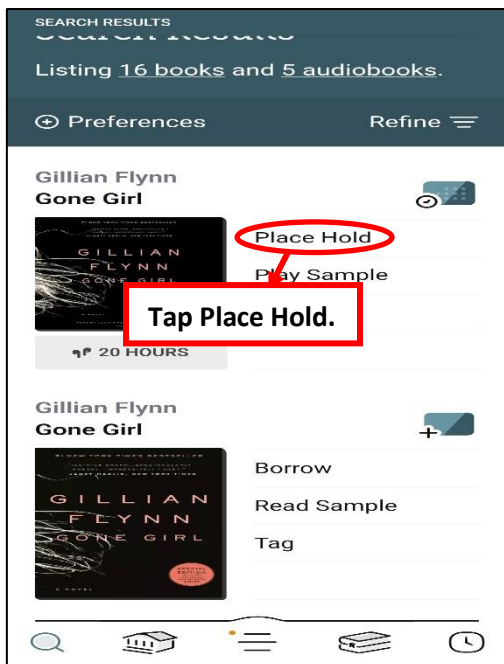
Tap the cover of a book to find out more information about it.



Placing a Title on Hold & Checking Items Out

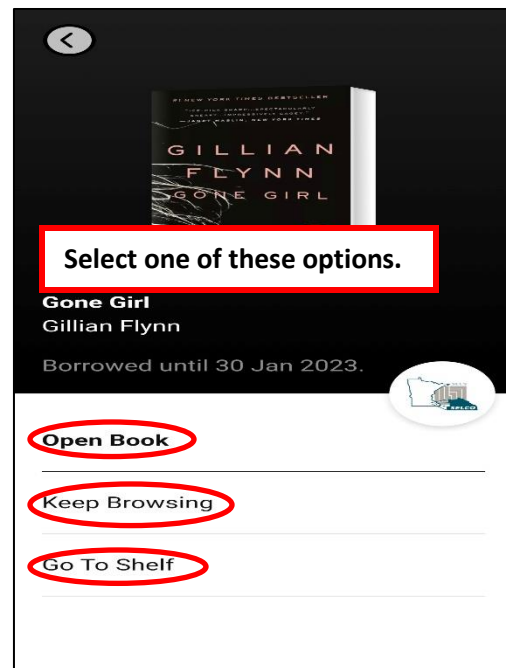
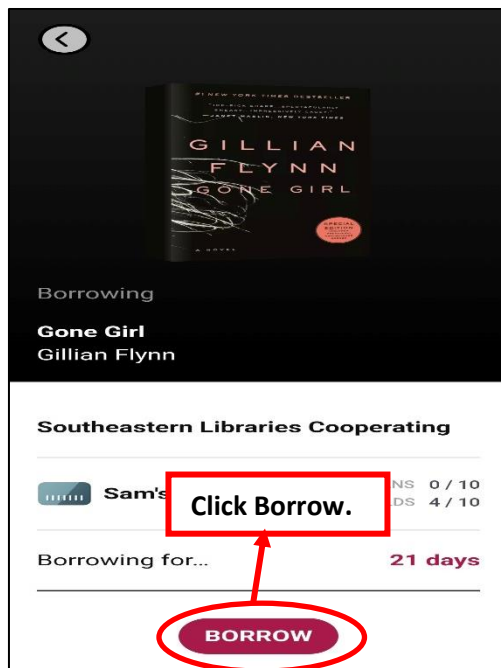
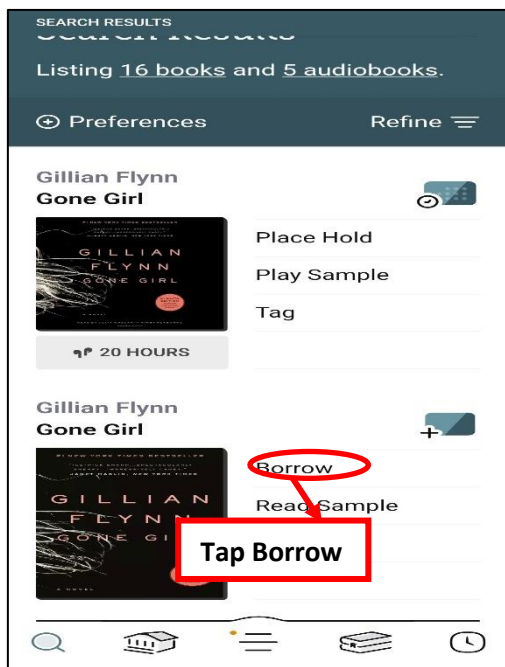
Placing a Title on Hold

When an item is not available, there is a holds list for it. To put yourself on the hold list, press "Place Hold" to the right of the cover. The card you have linked to Libby will appear. Tap the "Place Hold" button below it. The last screen will prompt you to select "Play Sample," "Keep Browsing," "Similar Titles," or "Go to Shelf." Select one of the options.



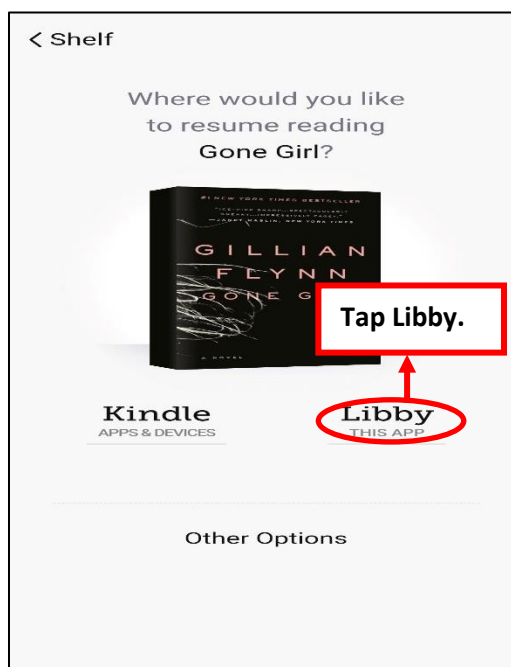
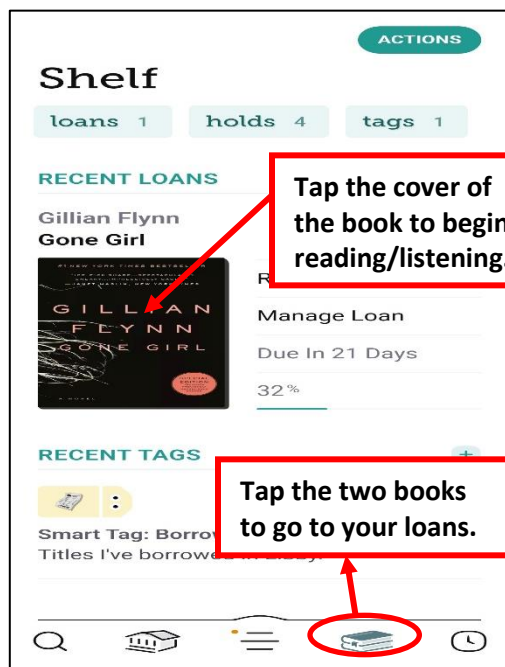
Checking Out a Book

Once you find an Available item to check out, click borrow located to the right of the book cover. The next screen will show you your library card and the borrow button will be below the card. Click borrow. The last screen will tell you that you have borrowed the book. At this point, you can read the book, browse for more books, or go to your bookshelf.



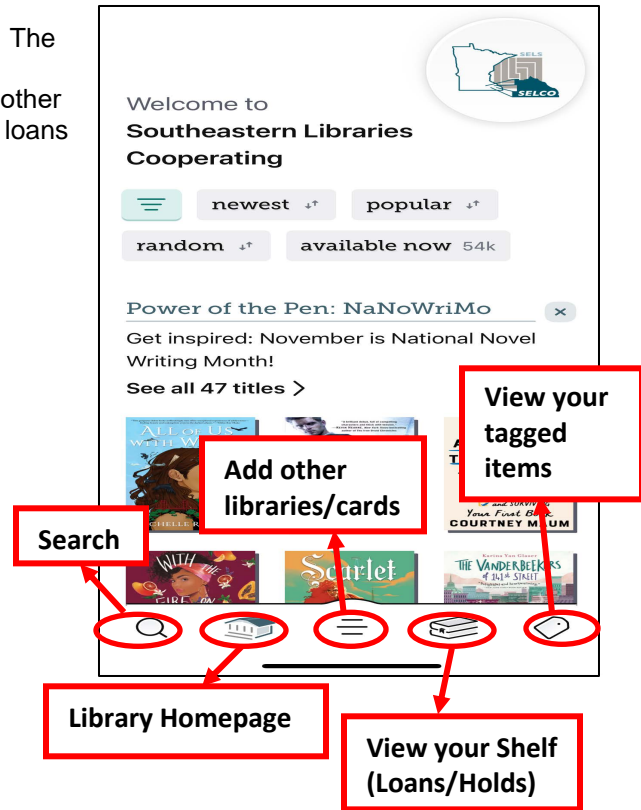
Reading an eBook/ Listening to an Audiobook

Navigate to your loans. To do this, click on the two books located at the bottom of the screen. This will take you to your Shelf. From there, click on the cover of the book. This will either take you right to the audiobook or will ask you how you want to read the book. When reading the book you will want to click on Libby. (You will only have to do this once.)



Navigating Libby

All of the navigation tools in Libby are located at the bottom of the screen. The magnifying glass is where you go to search for books. The house is the library's home page. The three lines in the middle is where you go to add other libraries or cards. The two books is your Shelf. This is where you will find loans and holds. The tag is where you go to view your tagged items.



Returning a Book

To return a book, you will need to go to the Loans Shelf. Find the book you want to return and click "Manage Loan." On the next screen tap "Return Early." On the final screen, click "Return."

