

Freegal Music Help Guide

June, 2016

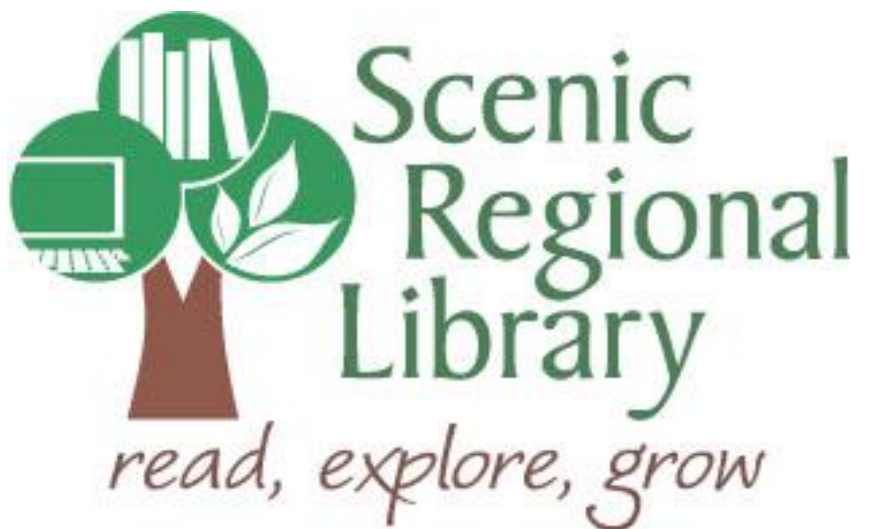


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Welcome!

Scenic Regional Library (SRL) has purchased Freegal Music and this guide will provide you with the information you need to use it.

What is Freegal Music?

Freegal Music is a music service offered through libraries that allows patrons to stream and download songs and music videos. Here are some interesting facts about Freegal Music.

- It is comprised of music from over 28,000 labels.
- Its music originates from over 100 countries.
- There is no software to download.
- There are no digital rights management restrictions.
- There are about 8 million songs in its library.
- There are about 15,000 music videos in its library.
- Once you download a song or music video, it is yours to keep!

Freegal Music Offerings to Patrons

Any SRL patrons who have library accounts in good standing can access Freegal Music using their library card number to log in to the system. Once logged into the Freegal Music site, they can stream or download music.

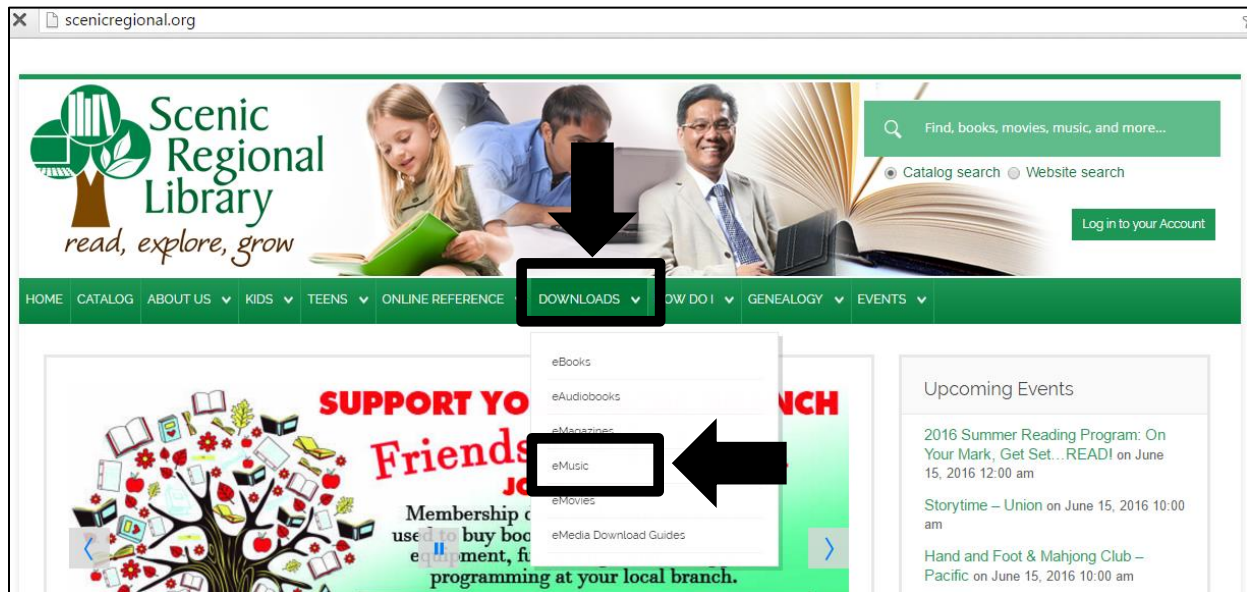
Streaming – Patrons are able to stream music for three hours per day through Freegal Music. In its simplest form, patrons simply need to search for the music they want to hear and click play.

Downloading – Patrons also have the option to download songs and music videos from Freegal Music. Each patron receives a five-song weekly allotment of downloads, with songs counting as one download and music videos counting as two. The allotment resets every Monday at 12:01a.m. ET and what patrons do not use, they lose.

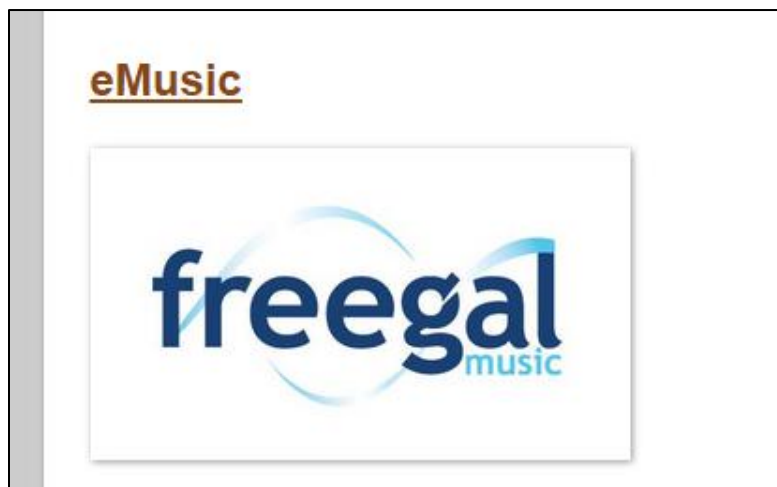
Accessing Freegal Music

Follow these steps to access Freegal Music.

1. Go to www.scenicregional.org.
2. Point your cursor at “Downloads” to reveal a drop down menu.
3. Click on “eMusic.”



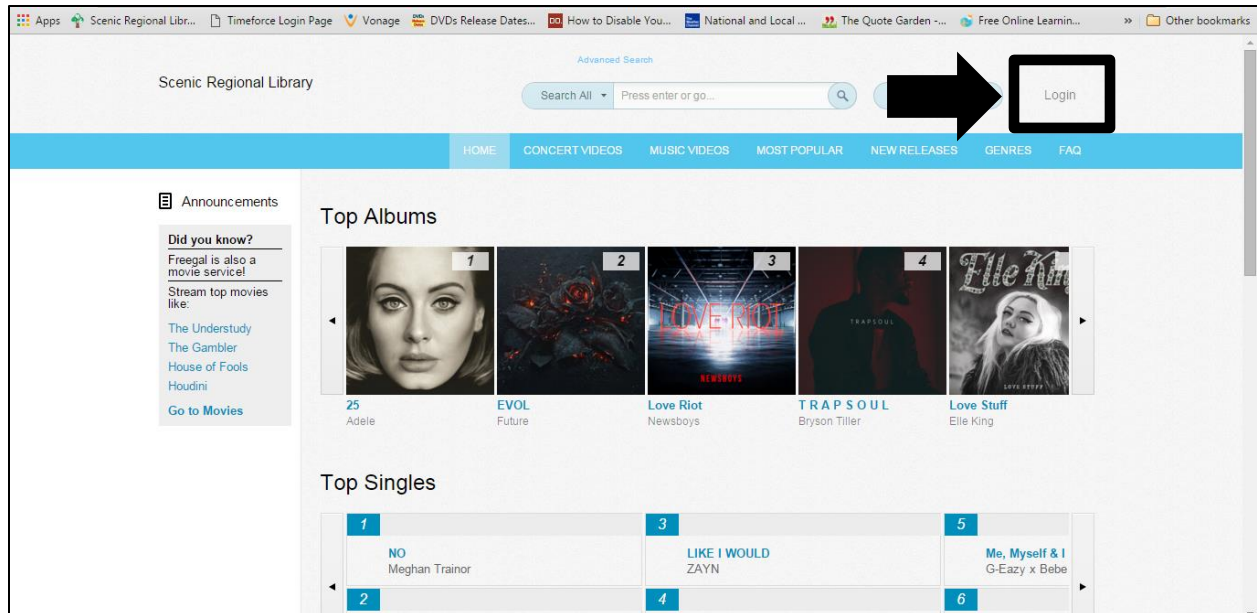
4. Click on the Freegal Music logo.



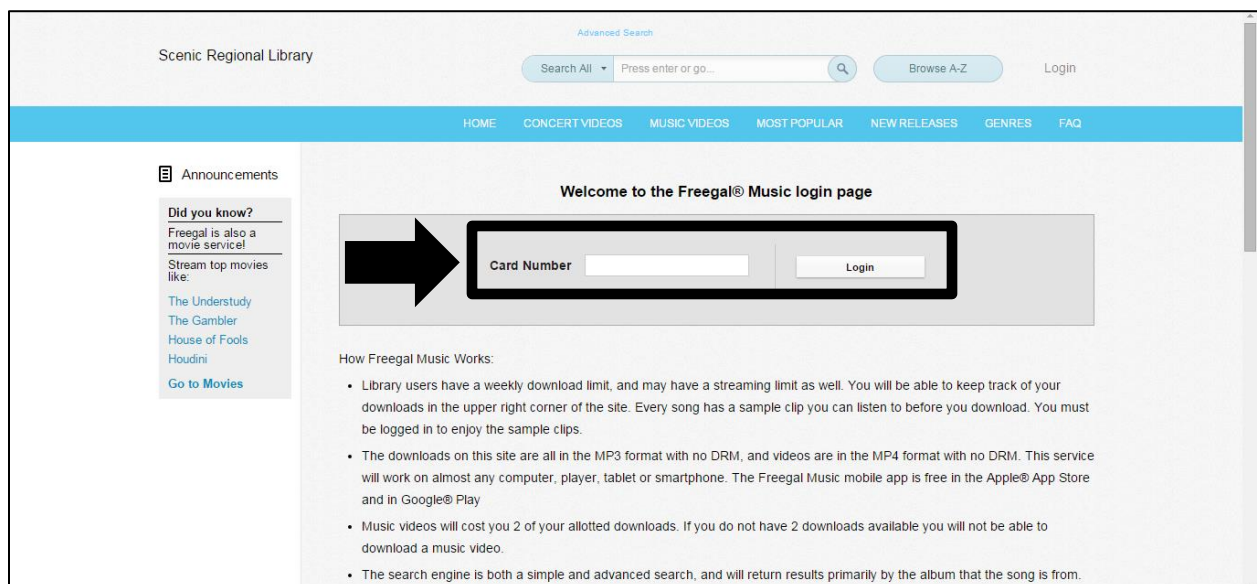
Logging into Freegal Music

Follow these steps to log into Freegal Music.

1. Click on "Login."



2. Enter your library card number.
3. Click "Login."



Freegal Music Homepage

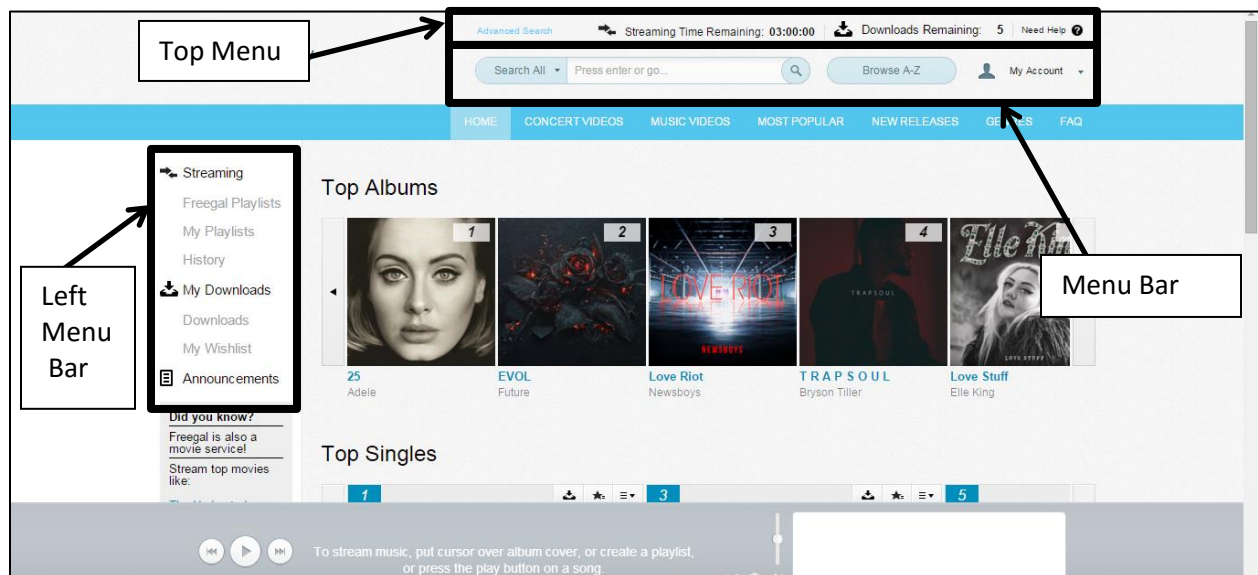
Once logged into the Freegal Music website, you will land on the Homepage. On the left side of the Homepage, there is a vertical menu with several features that are divided into three categories.

- Streaming
- My Downloads
- Announcements

On the top of the Homepage, you'll find the search feature, account information, and the download usage counter. Directly below these, you'll find a blue, horizontal menu bar with the following links.

- Home
- Concert Videos
- Music Videos
- Most Popular
- New Releases
- Genres
- FAQ

Your navigation through these menus will determine what you see in the main screen.



Left Menu Bar

As stated previously, Freegal Music has a menu bar on the left side of its home page that is always visible regardless of where you are in the site. It is divided into three categories, each of which will be covered subsequently.

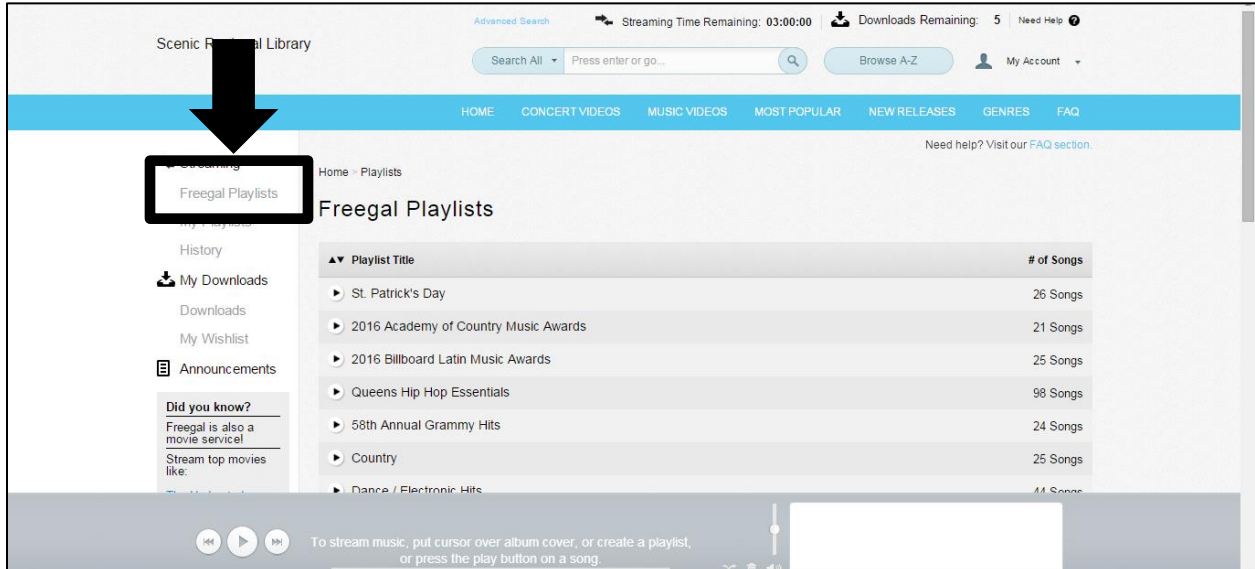
Streaming

The Streaming menu contains three sections.

- Freegal Playlists
- My Playlists
- History

Note that a “Now Streaming” also appears if you are actively streaming music. You can click on that link to see a list of the currently streaming titles in the viewing window.

Freegal Playlists – These playlists are preloaded into the site by Freegal Music. Click on “Freegal Playlists” and a list of playlist options will appear in the viewing window. You can click on the play button to begin streaming the playlist or click on the title of the playlist to see the songs on that playlist.

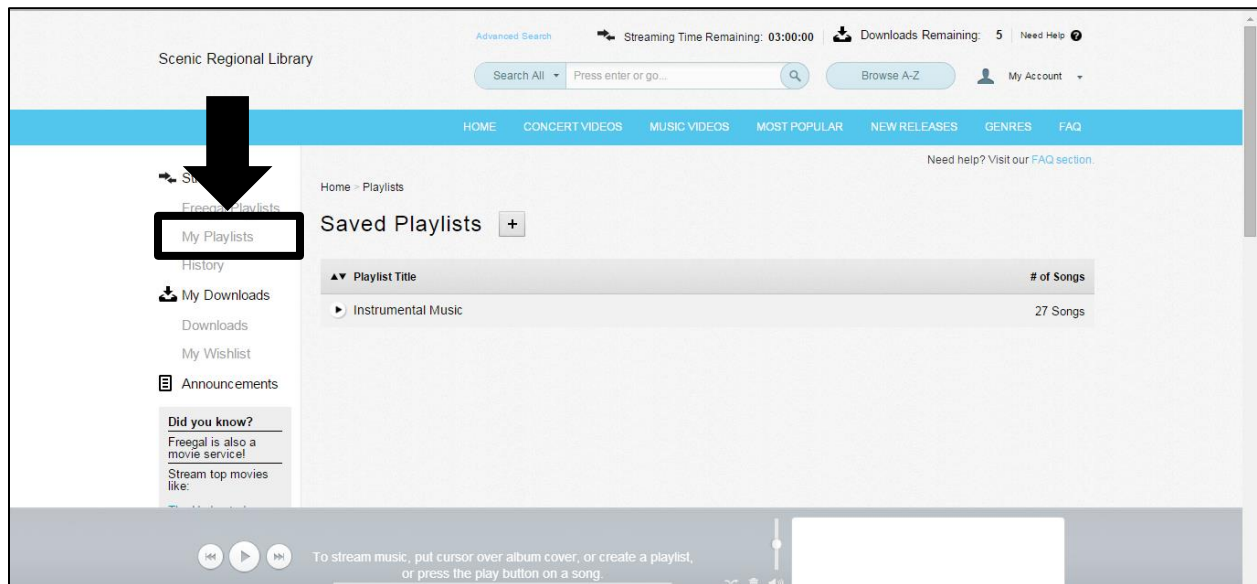


The screenshot shows the Freegal Music website interface. At the top, there's a navigation bar with links like HOME, CONCERT VIDEOS, MUSIC VIDEOS, MOST POPULAR, NEW RELEASES, GENRES, and FAQ. Below this is a search bar and a 'Browse A-Z' button. The left sidebar contains a menu with options: Freegal Playlists (highlighted with a black box and a large black arrow), My Playlists, History, My Downloads, Downloads, My Wishlist, and Announcements. The main content area is titled 'Freegal Playlists' and displays a table of playlists.

Playlist Title	# of Songs
▶ St. Patrick's Day	26 Songs
▶ 2016 Academy of Country Music Awards	21 Songs
▶ 2016 Billboard Latin Music Awards	25 Songs
▶ Queens Hip Hop Essentials	98 Songs
▶ 58th Annual Grammy Hits	24 Songs
▶ Country	25 Songs
▶ Dance / Electronic Hits	44 Songs

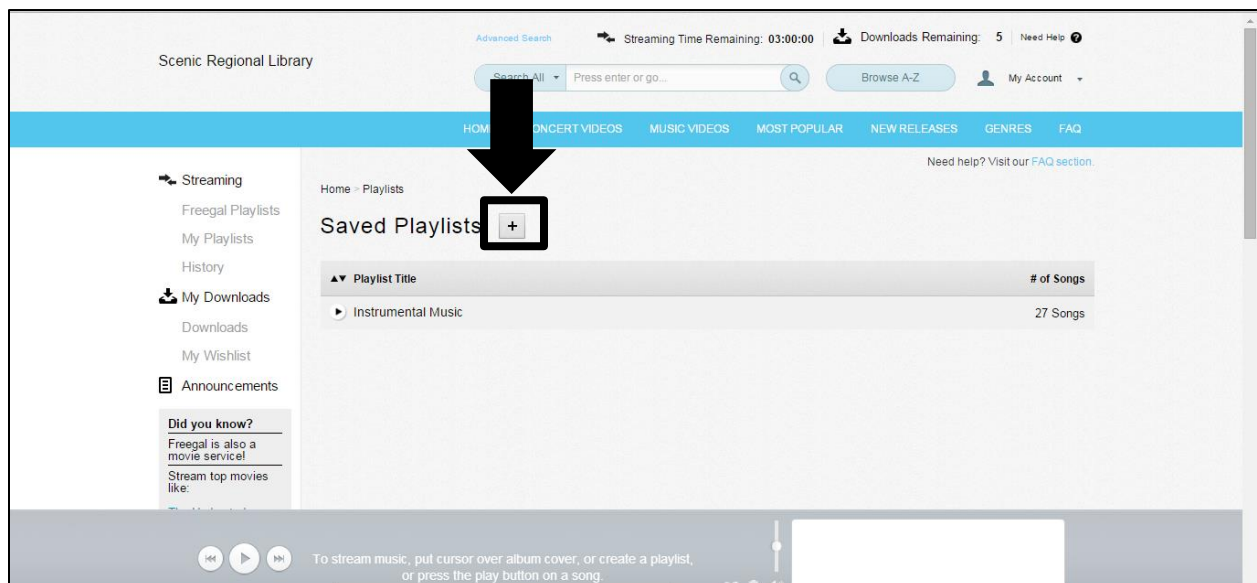
Left Menu Bar, continued

My Playlists – This section of the website saves the playlists that you create. Clicking on “My Playlists” displays all of your saved playlists in the viewing window.



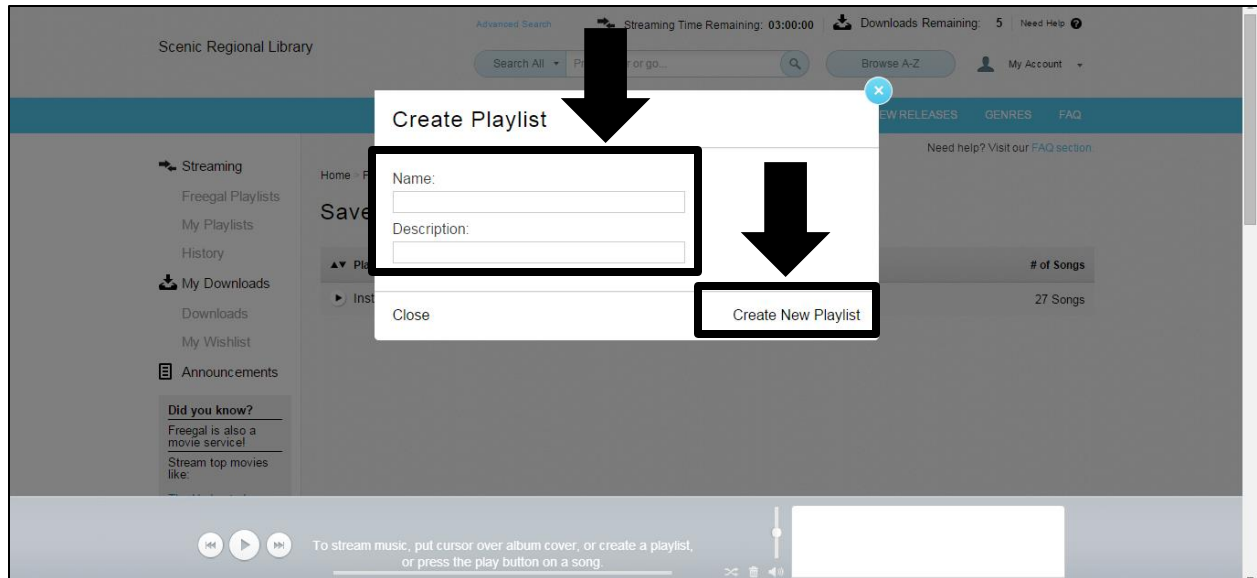
To add a new playlist, follow the steps below.

1. Click on the “+” sign.

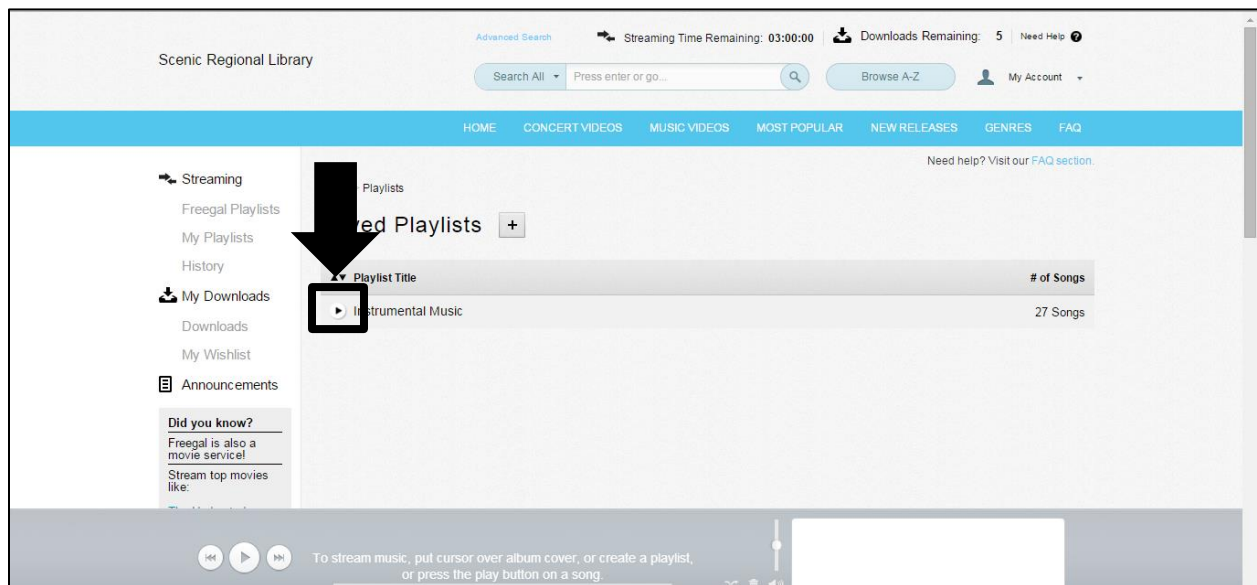


Left Menu Bar, continued

2. Type in the Name and Description of the playlist in the appropriate fields.
3. Click "Create New Playlist."

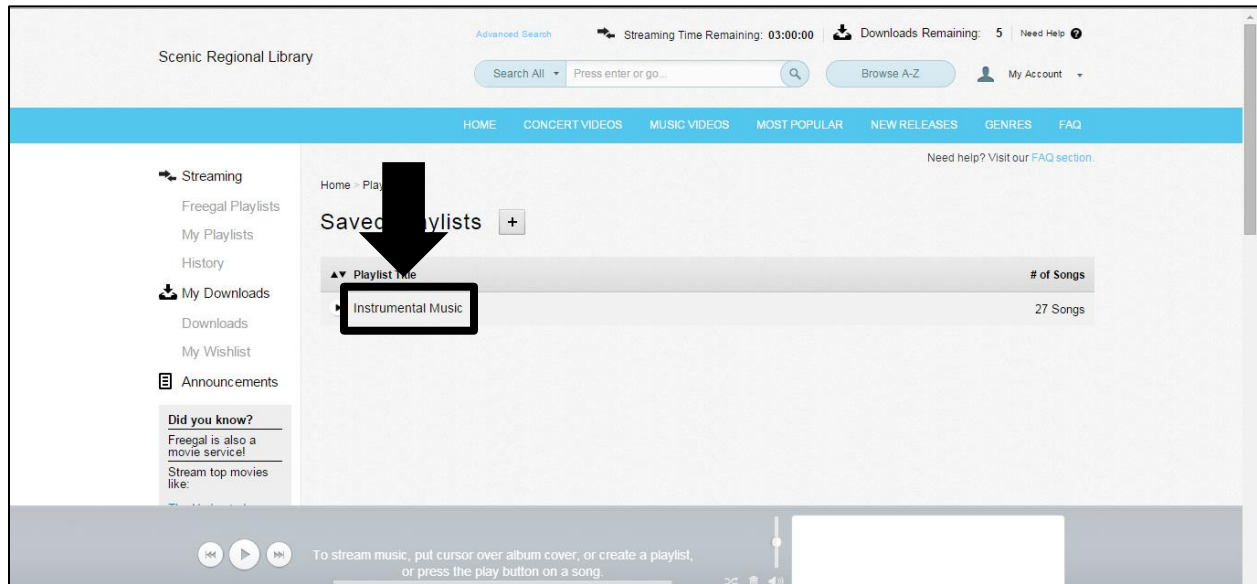


To listen to a playlist, click on the play button in front of the playlist's title.

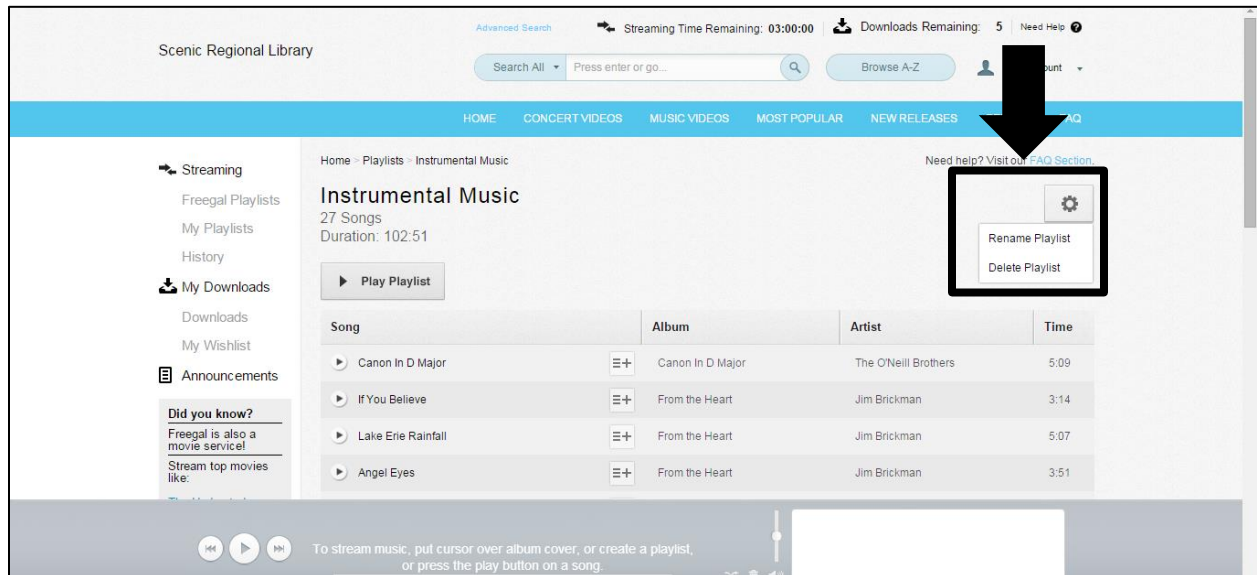


Left Menu Bar, continued

To view a playlist's contents, click on the playlist title.

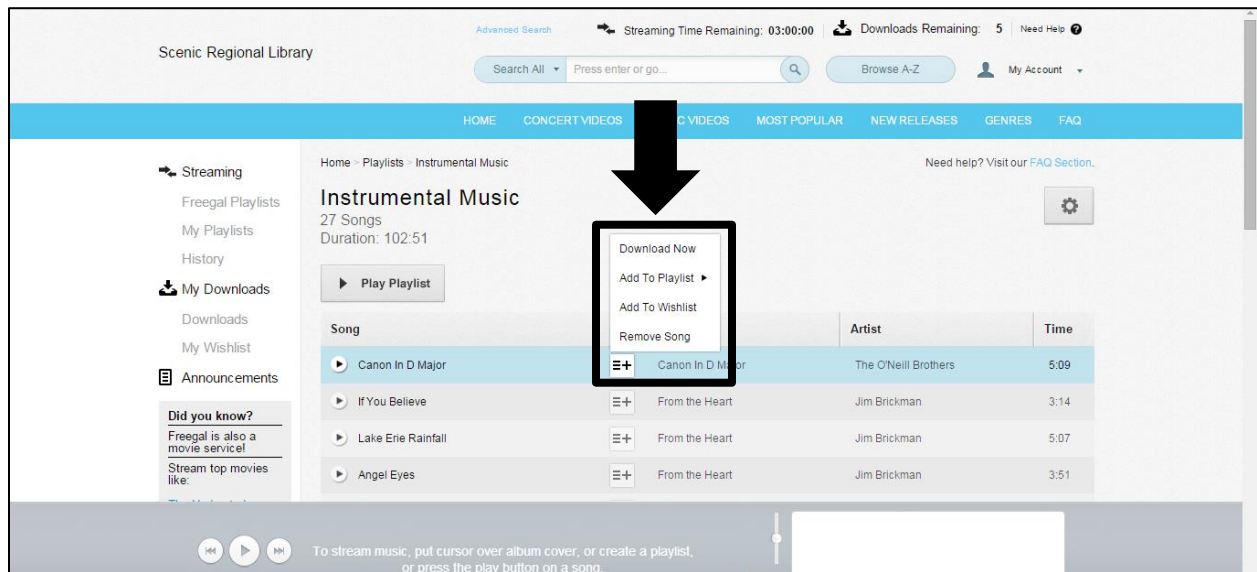


Click on the cog to rename or delete a playlist.

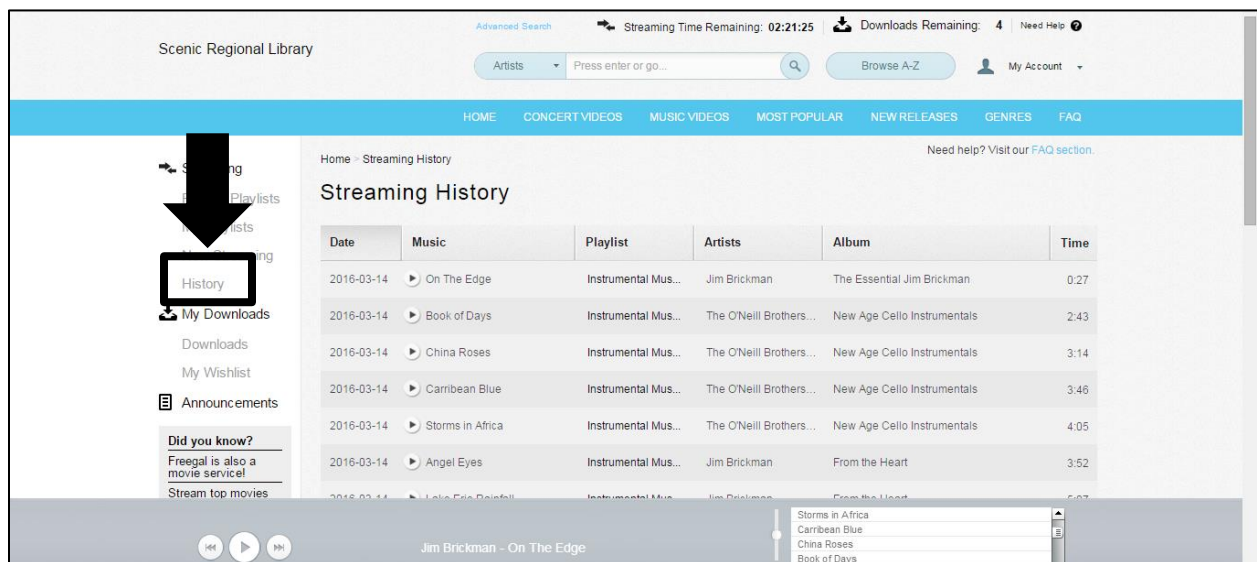


Left Menu Bar, continued

Click on the song menu button to download it, add it to another playlist, add it to your wishlist, or remove it from the playlist.



History - When you click on "History," the system provides you with a list of the songs you have streamed previously. You can use the play button to play a song again.

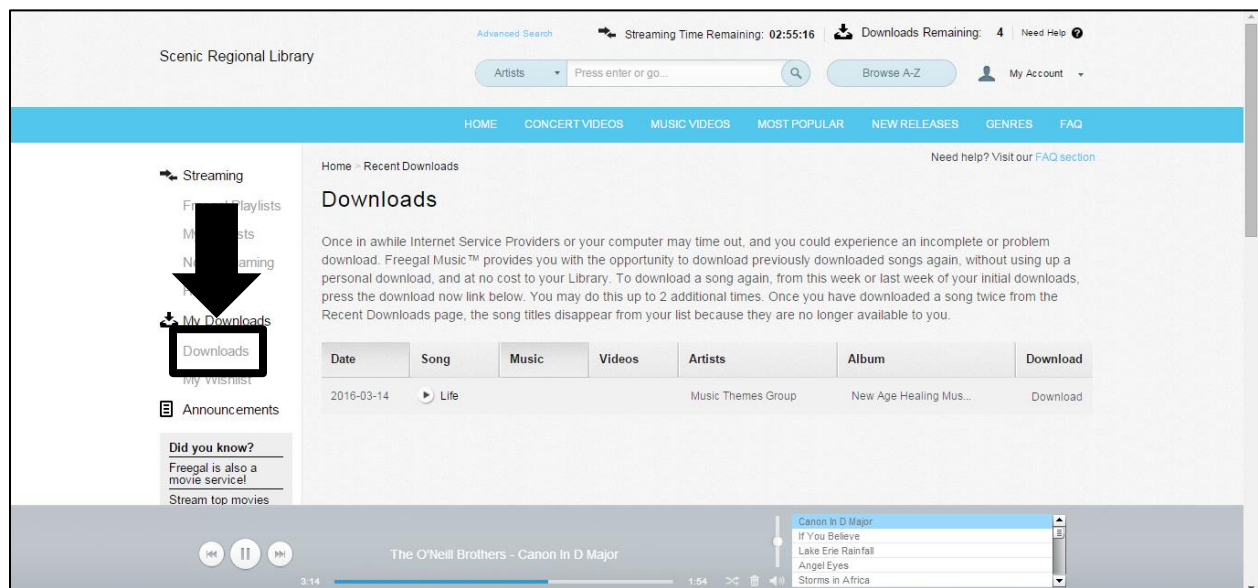


Left Menu Bar, continued

My Downloads - As the name implies, My Downloads centers around songs you have downloaded or want to download. There are two options in the My Downloads section of the website.

- Downloads
- My Wishlist

Downloads - When you download a song from Freegal Music, it lands here and stays for two weeks. The purpose of this feature is to provide a back up in case something goes wrong when you are trying to save the song to a device. You will have two more times to try again from this page within that two week timeframe at no cost to your weekly download allotment. Once you have tried twice or the two week timeframe has passed, the song will disappear from this page. Music videos are not kept on this page, so you have only one try to save them to a device.



Scenic Regional Library

Advanced Search Streaming Time Remaining: 02:55:16 Downloads Remaining: 4 Need Help

Artists Press enter or go... Browse A-Z My Account

HOME CONCERT VIDEOS MUSIC VIDEOS MOST POPULAR NEW RELEASES GENRES FAQ

Need help? Visit our FAQ section

Streaming
Free Playlists
My Downloads
Downloads
My Wishlist
Announcements

Did you know?
Freegal is also a movie service!
Stream top movies

Home - Recent Downloads

Downloads

Once in awhile Internet Service Providers or your computer may time out, and you could experience an incomplete or problem download. Freegal Music™ provides you with the opportunity to download previously downloaded songs again, without using up a personal download, and at no cost to your Library. To download a song again, from this week or last week of your initial downloads, press the download now link below. You may do this up to 2 additional times. Once you have downloaded a song twice from the Recent Downloads page, the song titles disappear from your list because they are no longer available to you.

Date	Song	Music	Videos	Artists	Album	Download
2016-03-14	Life			Music Themes Group	New Age Healing Mus...	Download

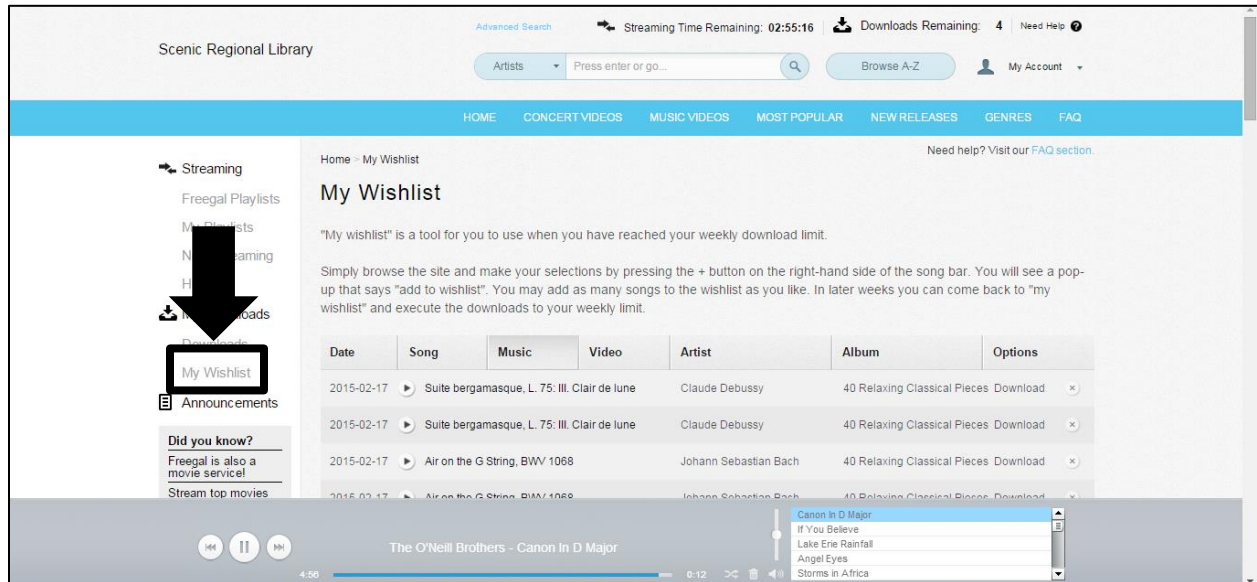
The O'Neill Brothers - Canon In D Major

3:14 1:54

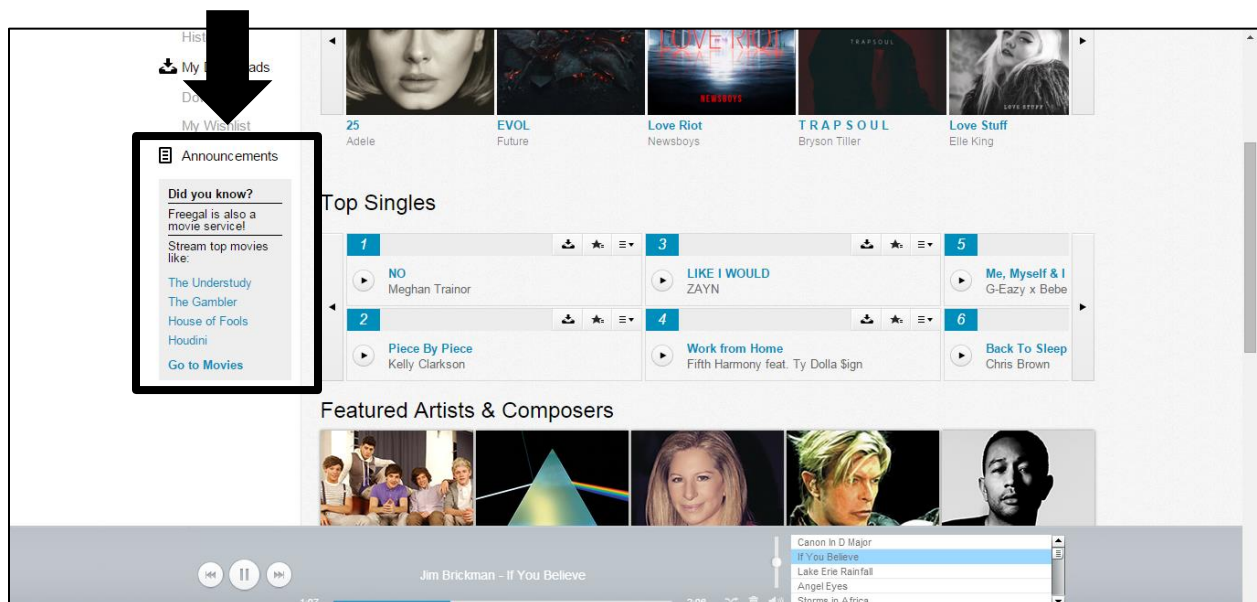
Canon In D Major
If You Believe
Lake Erie Rainfall
Angel Eyes
Storms in Africa

Left Menu Bar, continued

My Wishlist – The My Wishlist feature allows you to save song titles and music video titles so that you will not forget them later. It is a very convenient feature for those who could easily download more than their allotted amount each week. When they run out of downloads for the week, they can save the titles here to download them during a subsequent week.



Announcements - The Announcements section is a place that Freegal Music uses to let you know of any new and exciting things that are happening with the website.



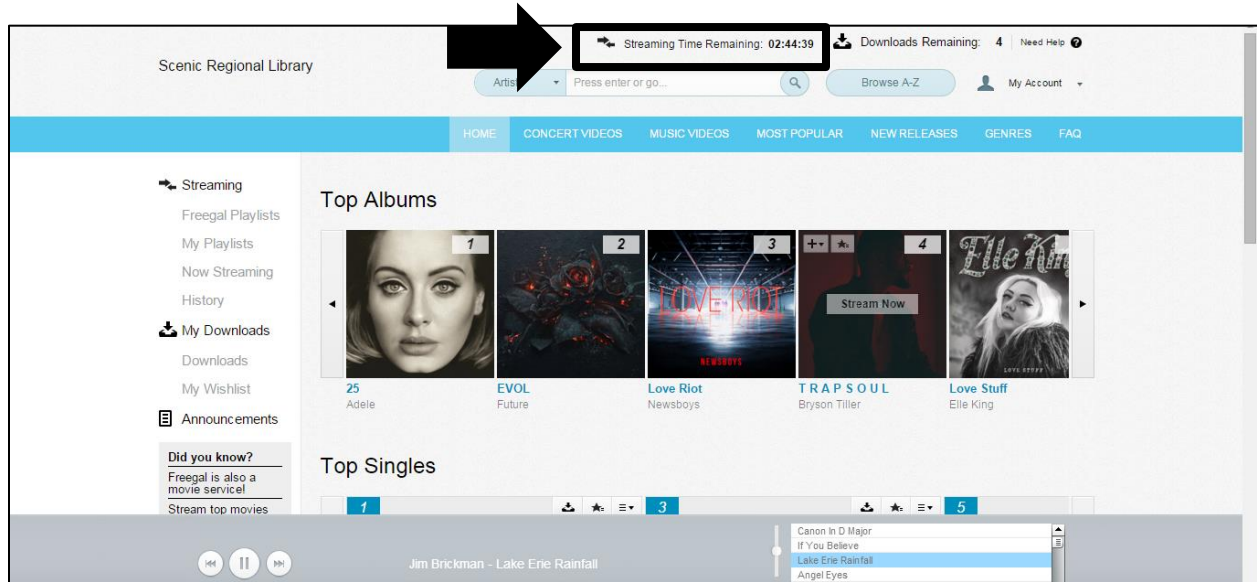
The Top Menu

The Top Menu has five features.

- Streaming Time Remaining
- Downloads Remaining
- Search
- Browse A - Z
- My Account

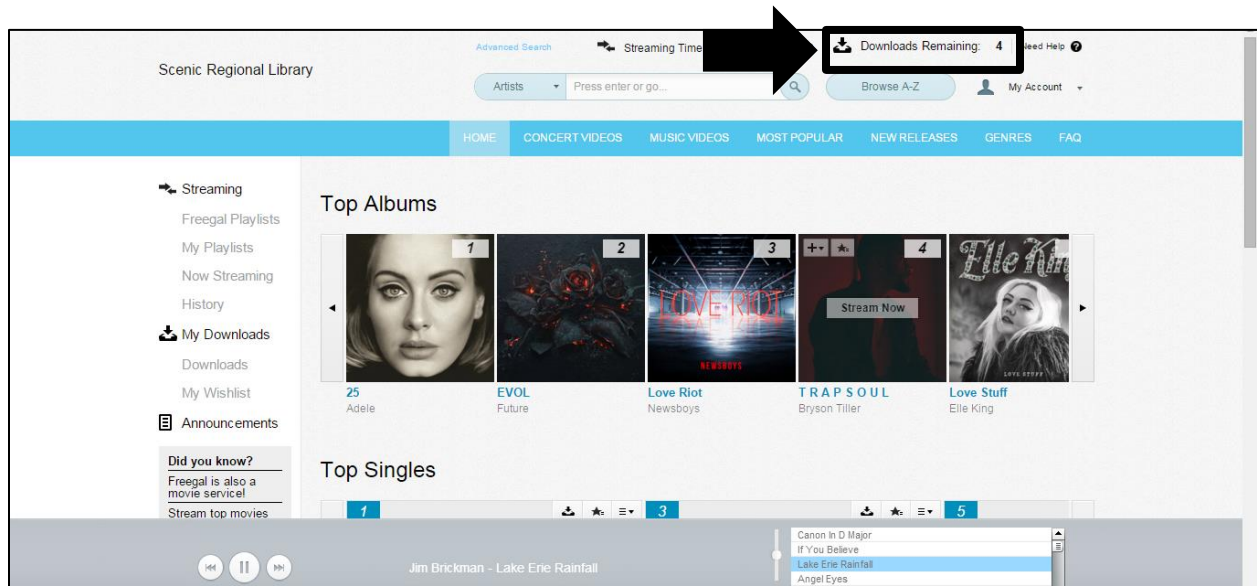
Streaming Time Remaining

This feature tells you how much streaming time you have left for the day.



Downloads Remaining

This feature tells you how many downloads you have remaining for the week.



The Top Menu, continued

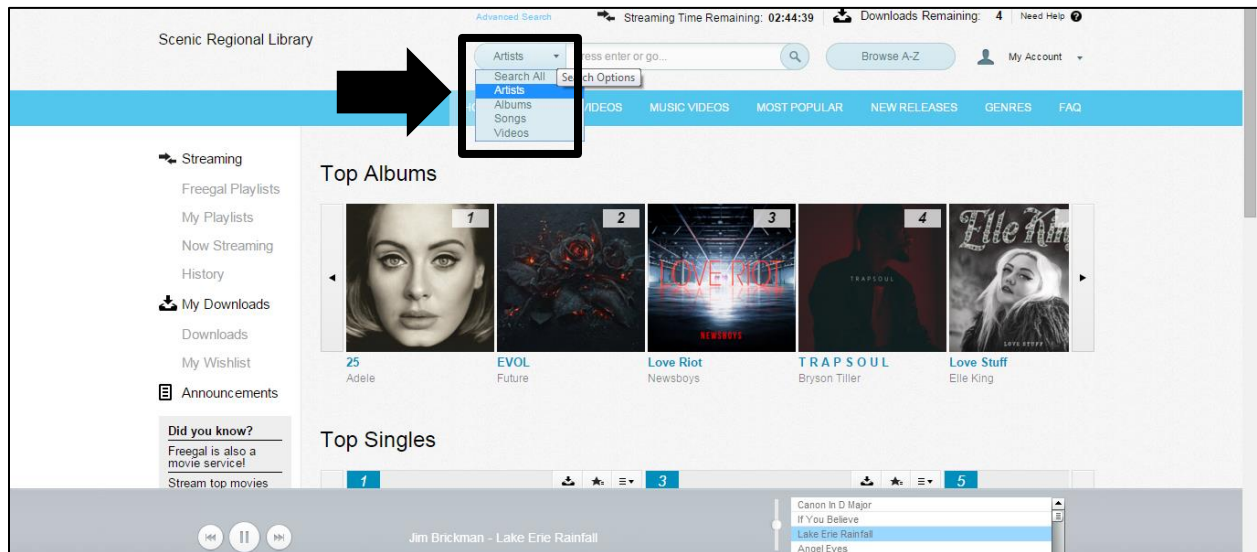
Search

The Search feature allows you to search the Freegal Music database in the following ways.

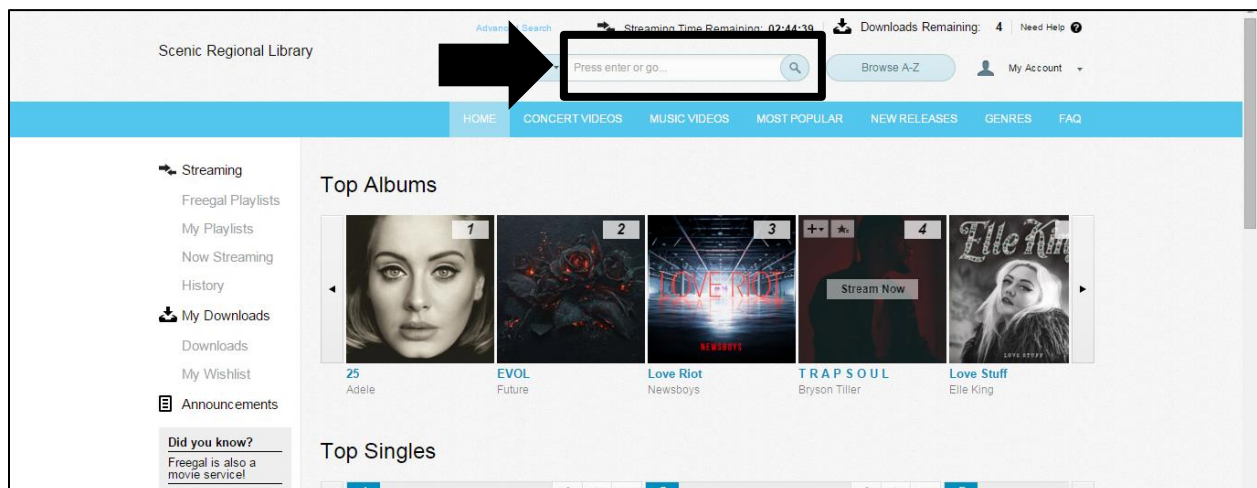
- Search All
- Artists
- Albums
- Songs
- Videos

To use the search feature, follow the steps below.

1. Click on the category selection to reveal a drop down menu of search choices.
2. Select the category you wish to search.



3. Type in the appropriate search words.
4. Click the search button.

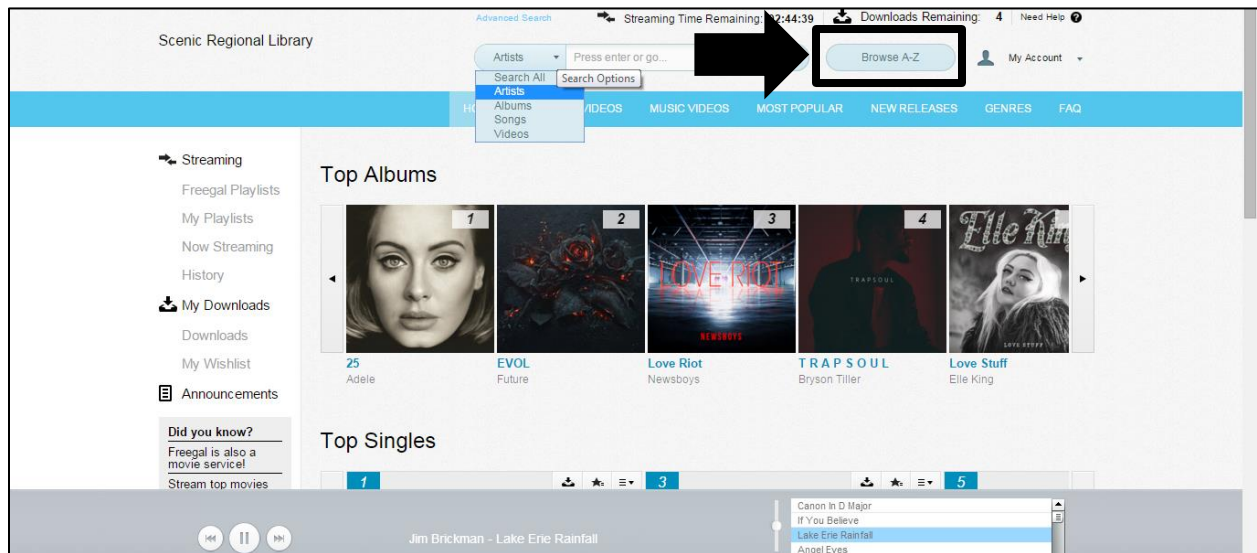


The Top Menu, continued

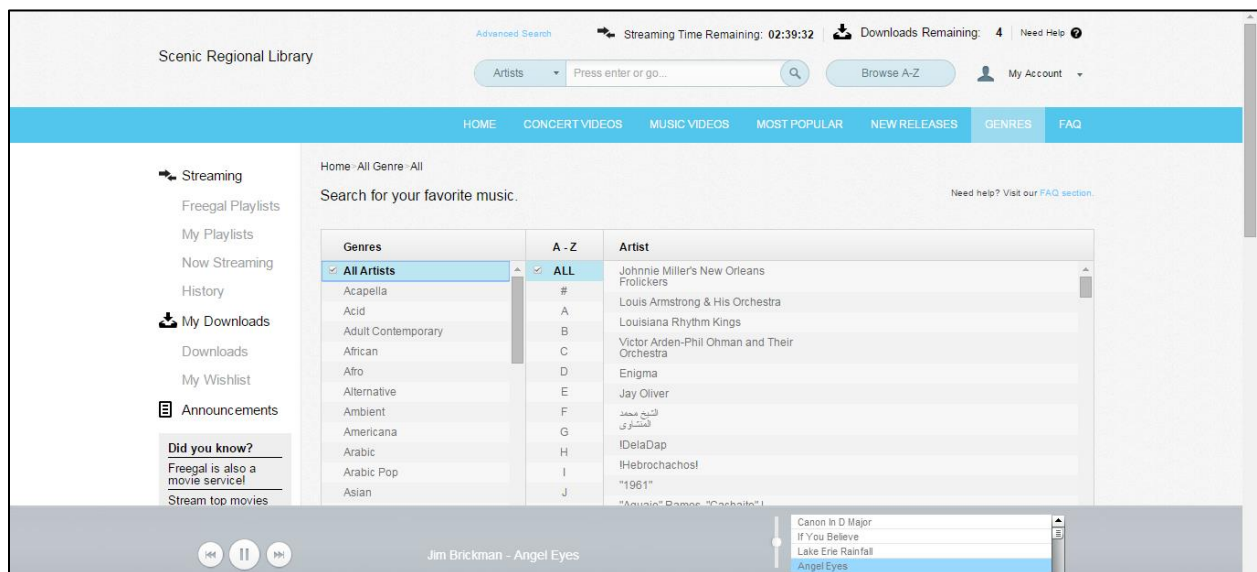
Browse A – Z

To use the Browse A – Z feature, follow the steps below.

1. Click on “Browse A – Z.”

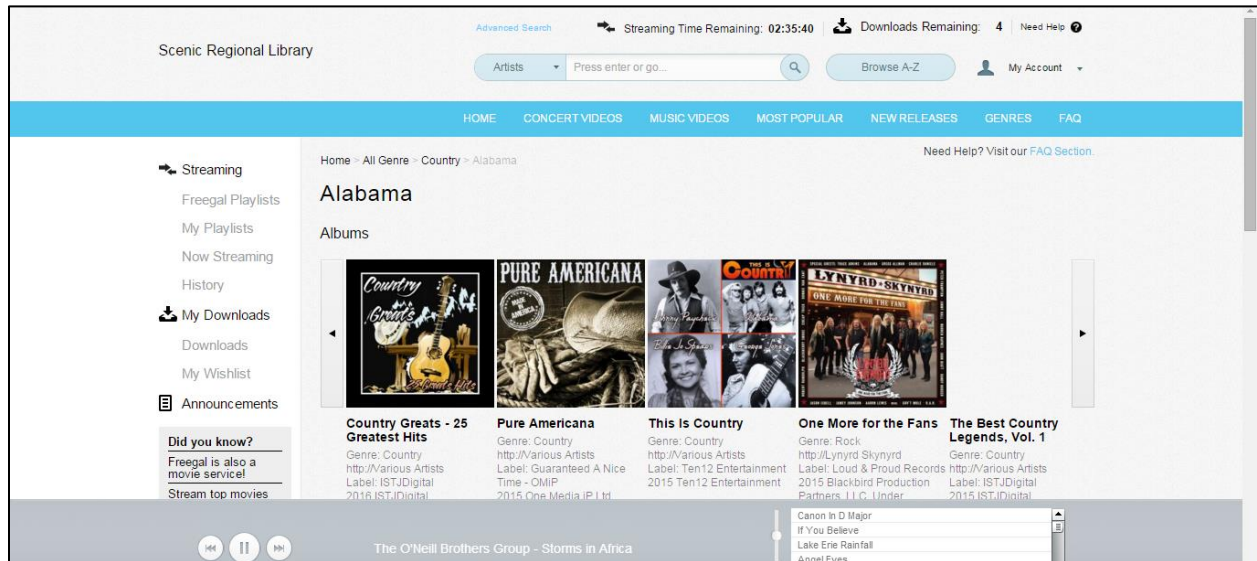


2. Click on a genre.
3. Click on a letter.
4. Click on an artist.



The Top Menu, continued

5. Select the album you wish to stream.

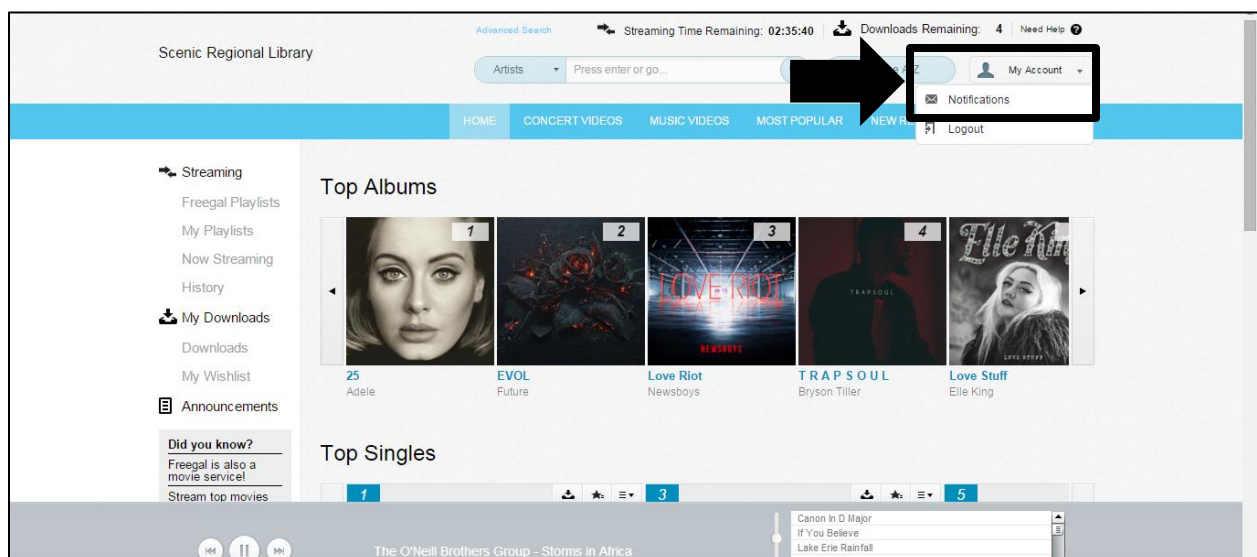


My Account

In this section, you can change your email notifications or logout of your account.

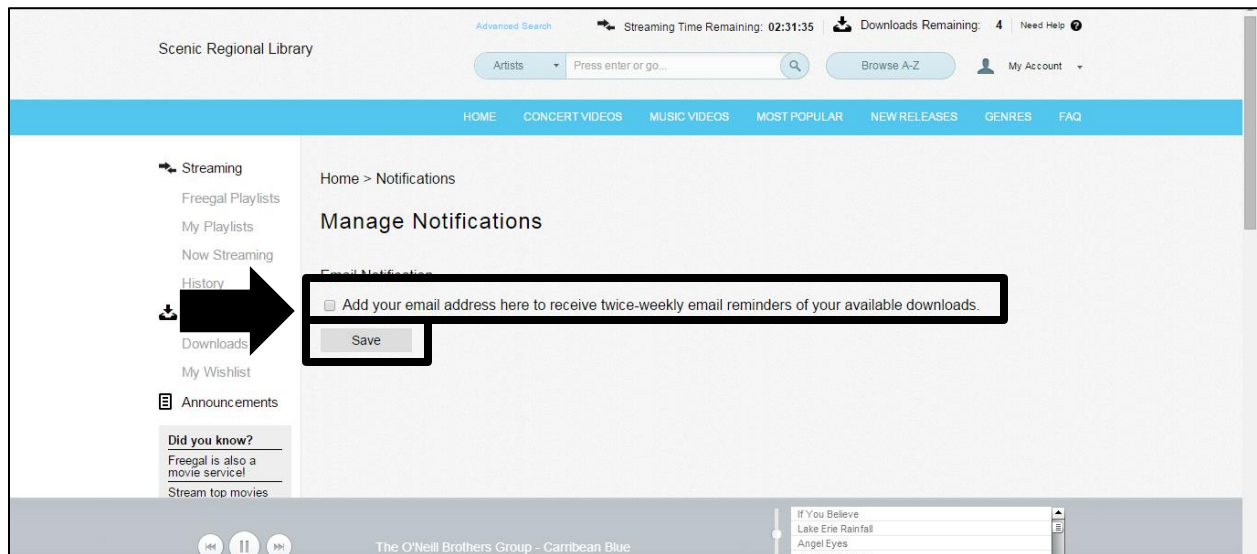
In order to change your email notifications, follow the steps below.

1. Click on "My Account."
2. Click on "Notifications."



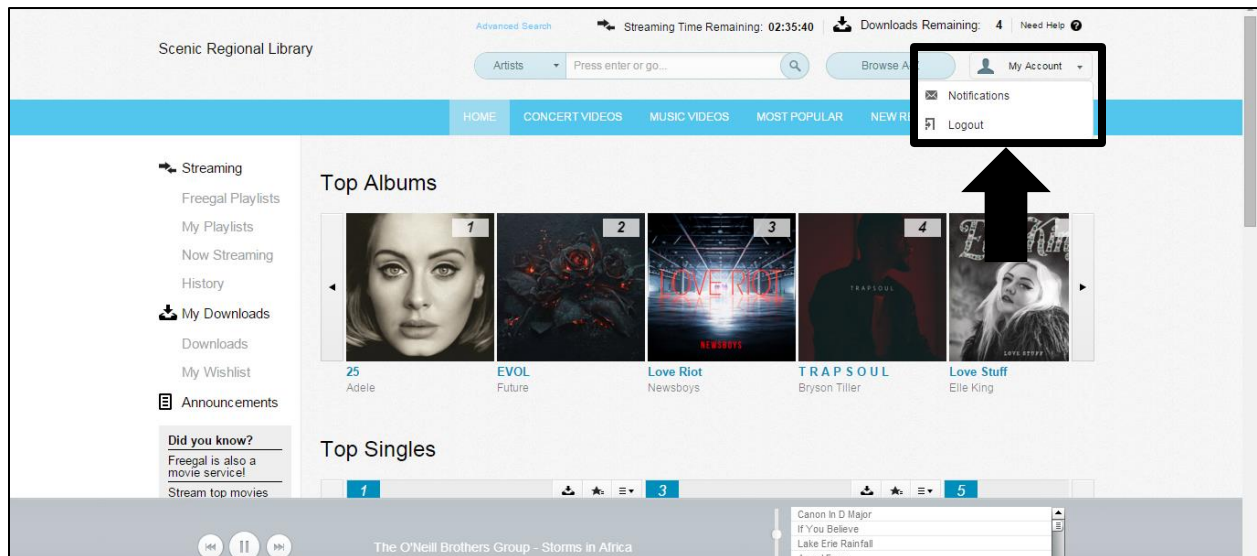
The Top Menu, continued

3. Check or uncheck the email notification box.
4. Click "Save."



In order to logout of Freegal Music, follow the steps below.

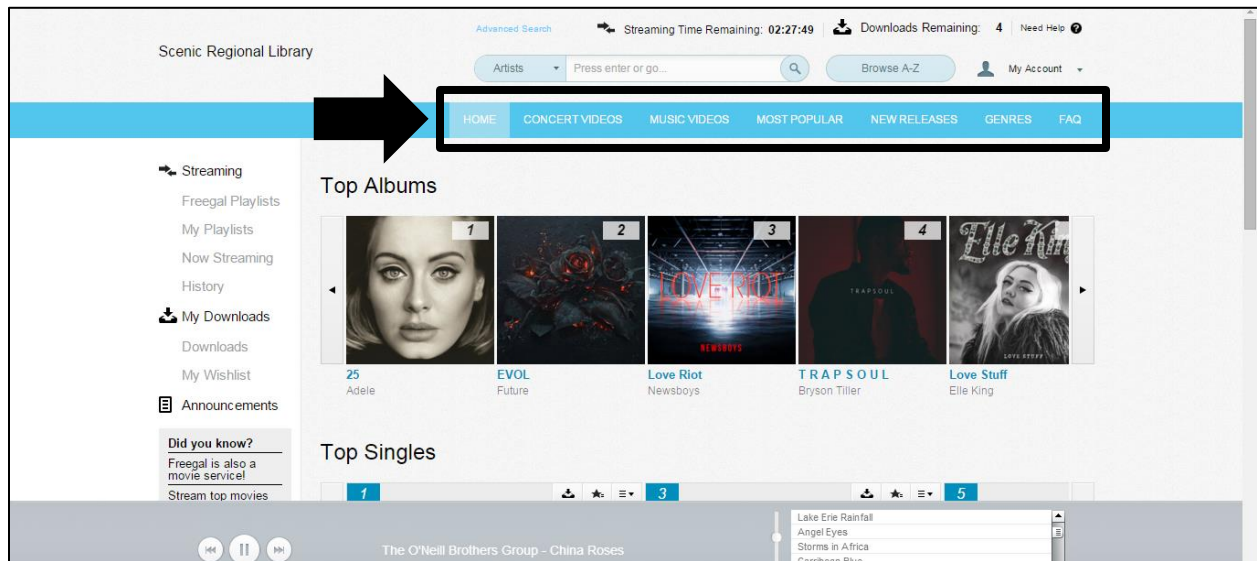
1. Click "My Account."
2. Click "Logout."



The Menu Bar

The blue, horizontal menu bar near the top of the site has the following links.

- Home
- Concert Videos
- Music Videos
- Most Popular
- New Releases
- Genres
- FAQ

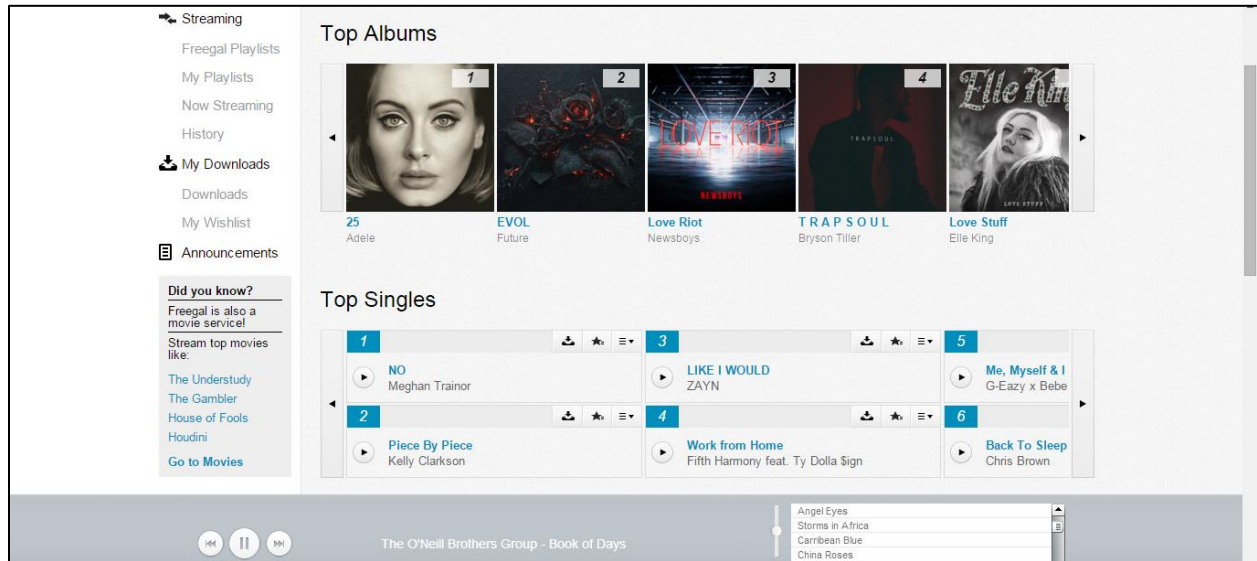


Once you have used any of these functions (with the exception of FAQ) to locate a selection, you will typically be able to stream it, download it, add it to a playlist or add it to your wishlist. Additionally, for most of the albums, you can click on their titles and be taken to a page that will list all of its songs individually.

The Menu Bar, continued

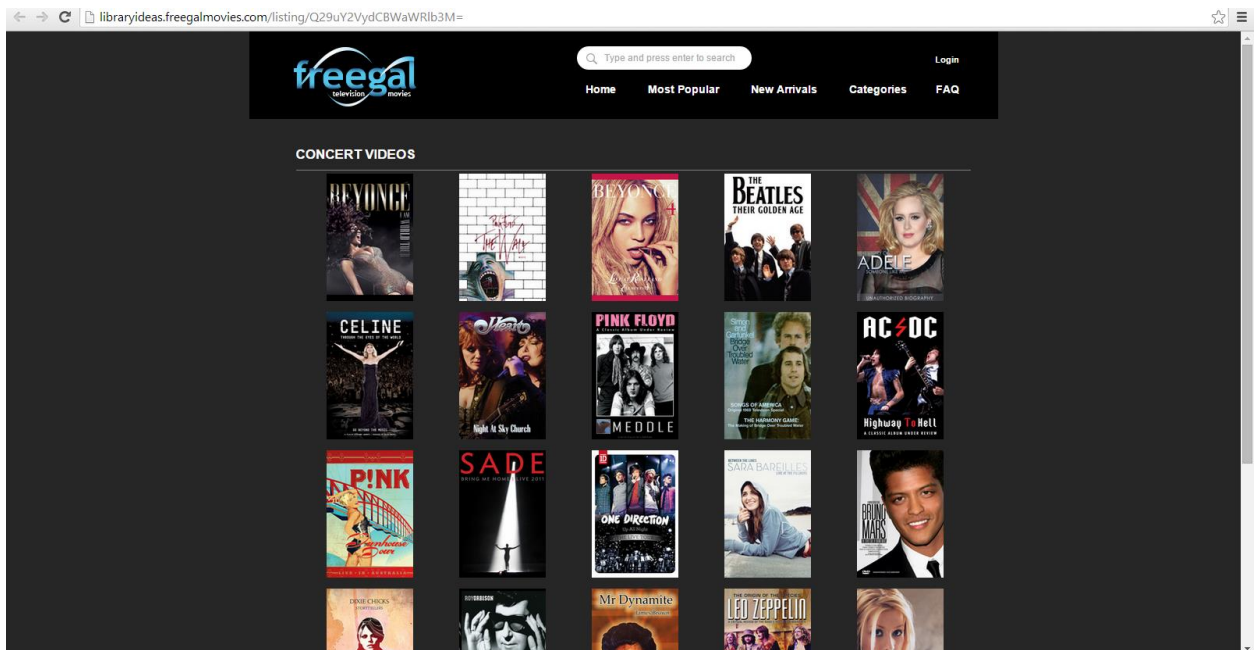
Home

When you click on “Home,” you are taken to Freegal Music’s homepage. Within this page, you will find a list of top albums, top singles, and 100 featured artists and composers. Typically speaking, you can stream, download, add to a playlist or wishlist from this page.



Concert Videos

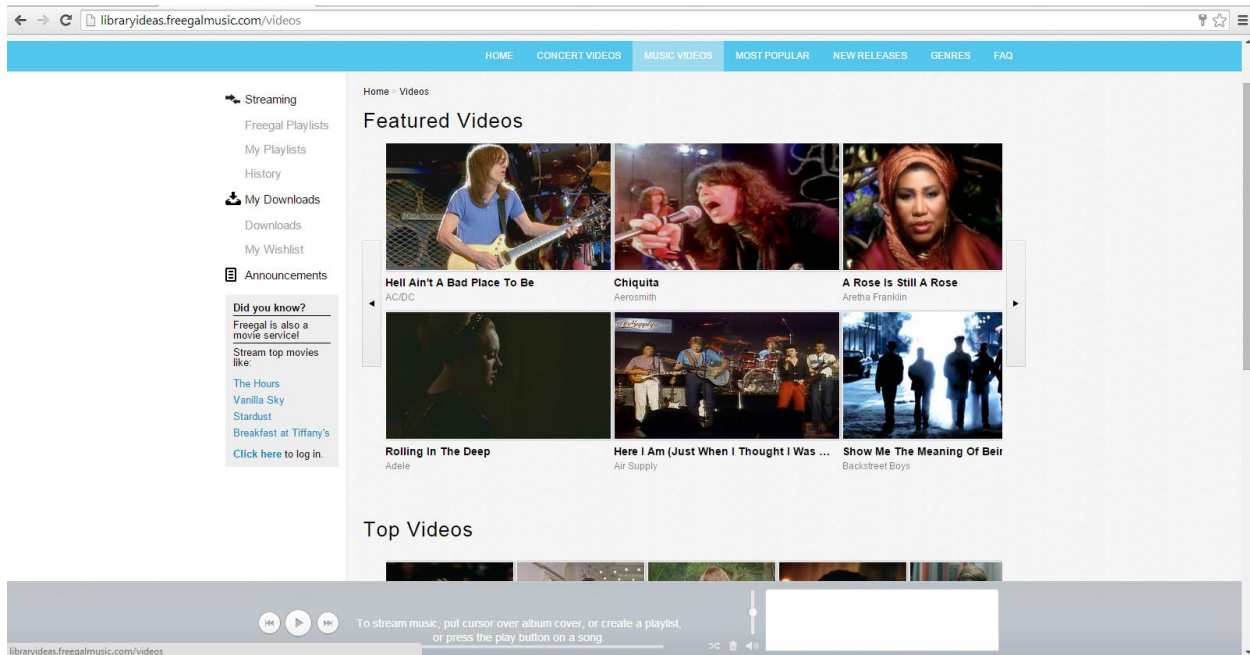
When you click on Concert Videos, you will be taken to this section of the Freegal Movies and Television program.



The Menu Bar, continued

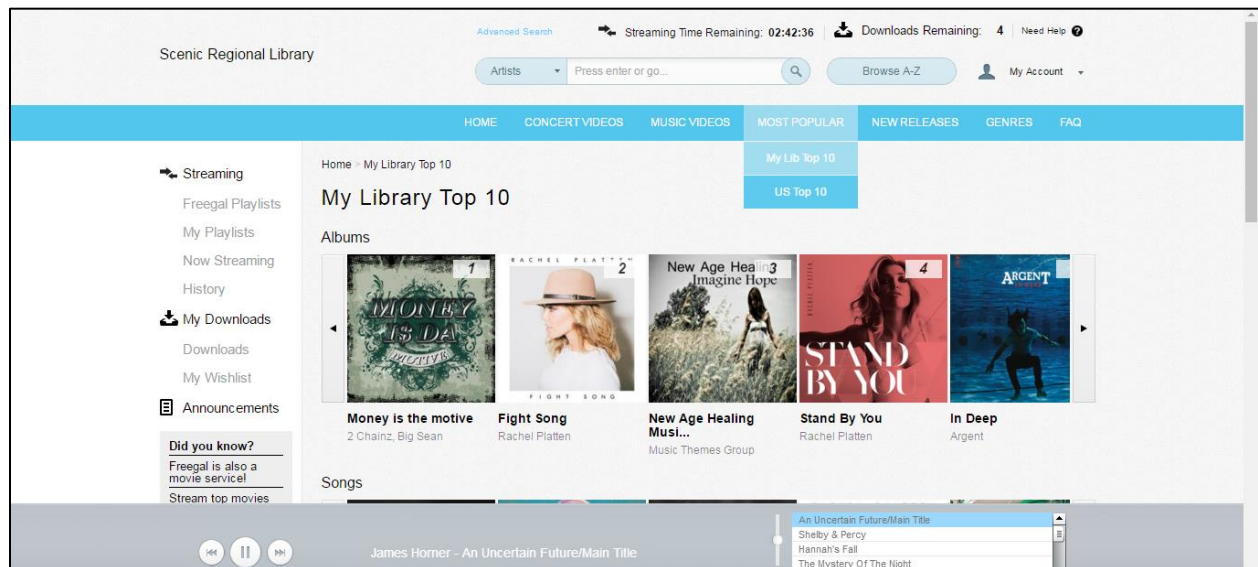
Music Videos

When you click on Music Videos, you will find featured videos and top videos. From this page, you can download a video or add it to your wishlist.



Most Popular

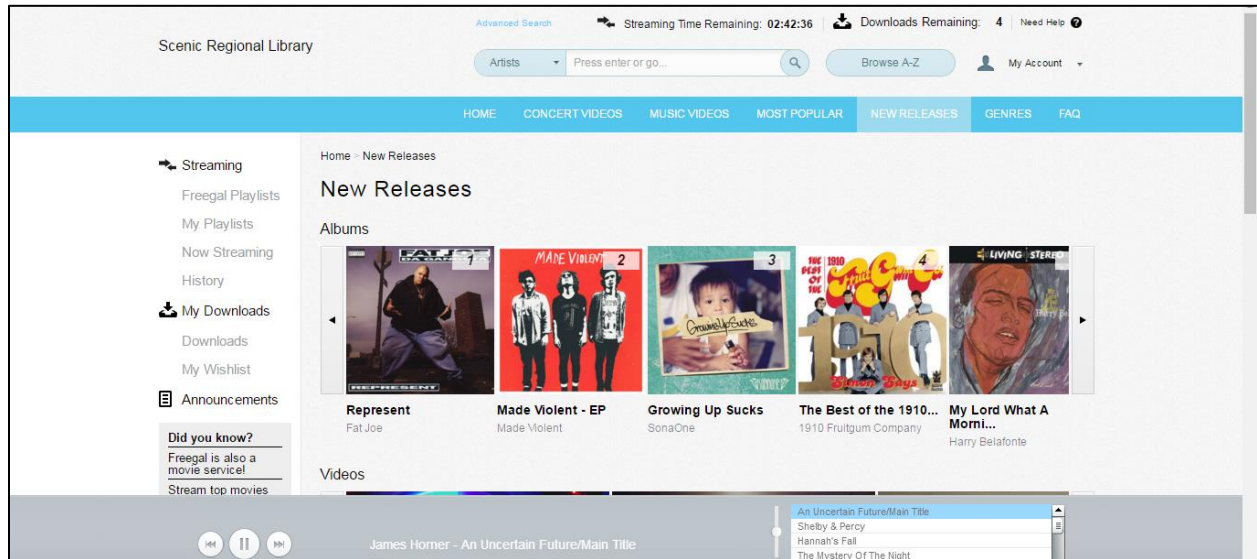
The Most Popular link has two options, My Library Top 10 and US Top 10. When you click on either of those options, you are taken to a page that lists the top ten albums, songs, and videos. From this page, you can download videos or add them to your wishlist. For the songs and albums, you can download or stream them as well as add them to a playlist or your wishlist.



The Menu Bar, continued

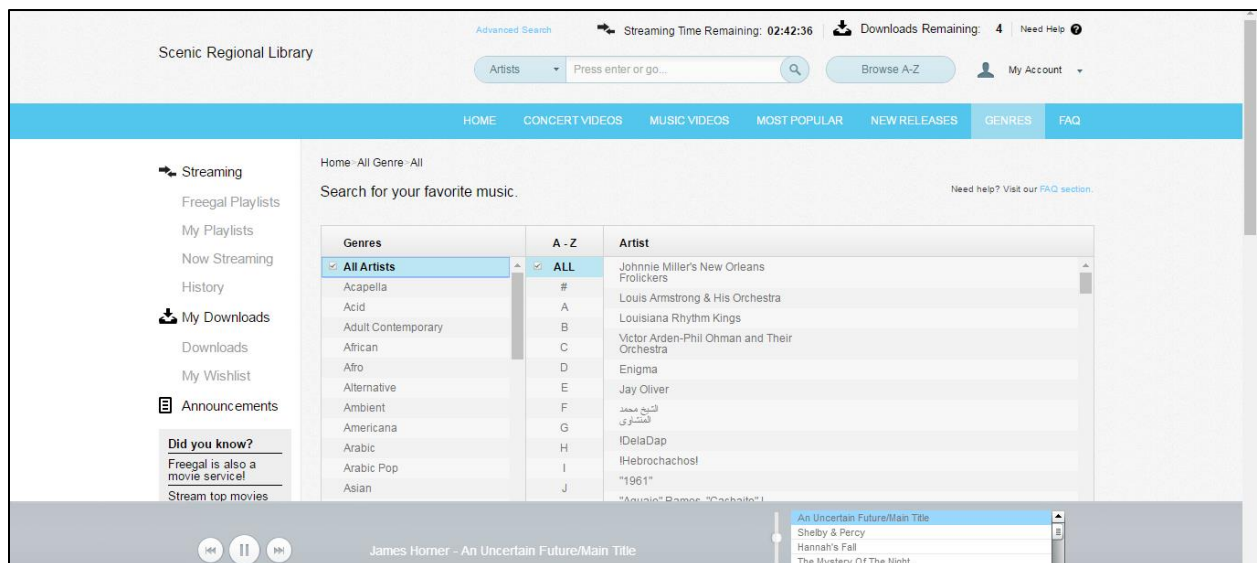
New Releases

When you click on the New Releases link, you are taken to a page that lists new albums and videos. For the albums, you can stream them or add them to a playlist or to your wishlist. For the videos, you can download them or add them to your wishlist.



Genres

When you click on the Genres link, you are taken to the Browse A – Z page.

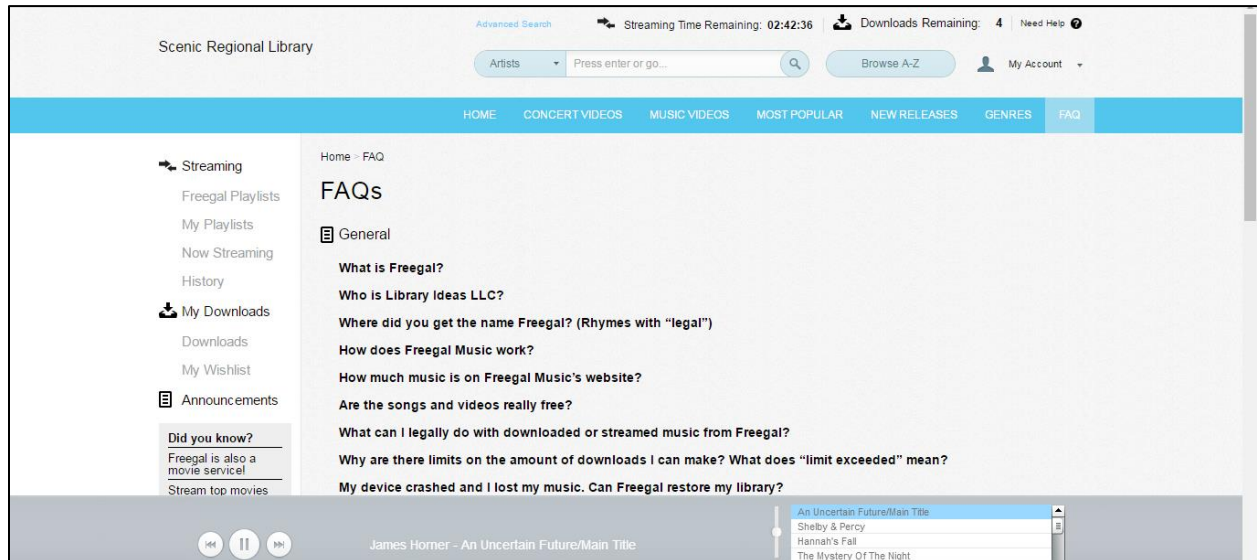


The Menu Bar, continued

FAQ

The FAQ (Frequently Asked Questions) link will take you to an informational page that is divided into three categories. You can click on any question to drop down the answer.

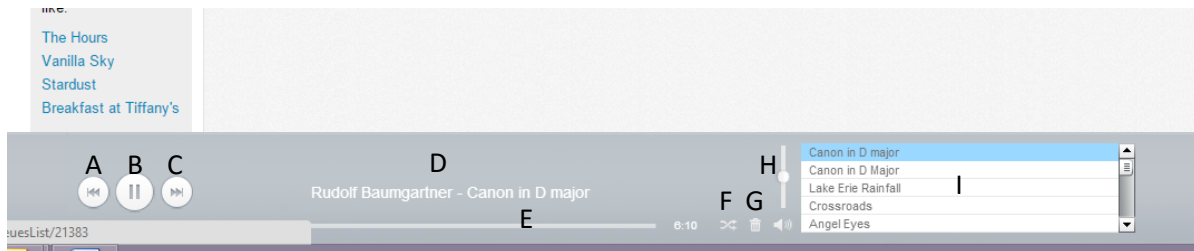
- General
- Technical
- Mobile Apps



The Music Player Control Panel

The Music Player Control Panel allows you to control the music that you are currently streaming. It has the following features.

- Previous song (A)
- Play/Pause (B)
- Next song (C)
- Song currently playing (D)
- Status bar (E)
- Shuffle playlist songs (F)
- Clear the queue (G)
- Volume control (H)
- Queue (I)



Demonstration – Your trainer will demonstrate the features of Freegal Music Live.

Practice – Now that you have seen a demonstration, it is your turn to give it a try. Take 15 minutes to play with Freegal Music. If you have questions while you are working, raise your hand and your trainer will be around to help.

The Freegal Music App for Mobile Devices

The Freegal Music App can be downloaded onto Apple and Android devices. Currently, it can also be downloaded onto Kindle Fires, but no other e-readers.

Downloading the App

To download the app onto an Apple device, do a search for “Freegal Music” in the App Store. You may need to enter your iTunes password as part of this process.

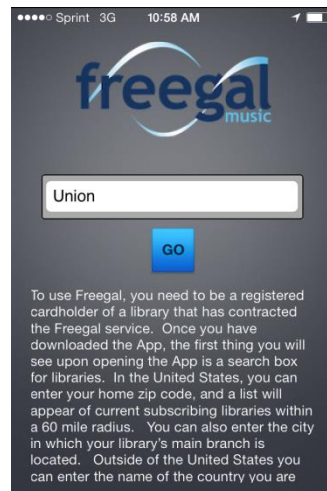
To download the app onto an Android device, do a search for “Freegal Music” in the Google Play Store. Please note that not all Android devices are compatible with Freegal Music.

To download the app onto a Kindle Fire, do a search for “Freegal Music” on SlideMe.org. Ensure that you have enabled the “Download from unknown sources” in the device’s settings.

Logging Into the App

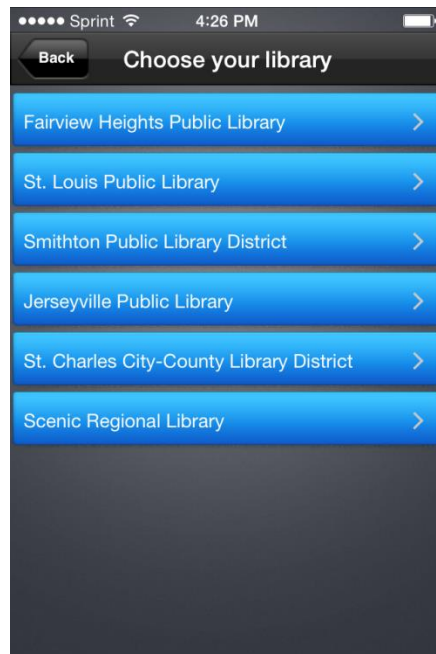
In order to use the app, you will need your library card number. Follow the steps below to login.

1. Open the Freegal App on your device.
2. Enter your zip code or city and press “Go.”

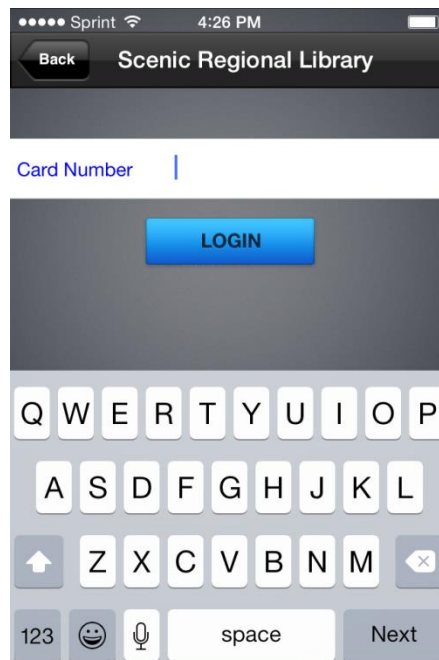


The Freegal Music App for Mobile Devices, continued

3. Choose your library from the available options.



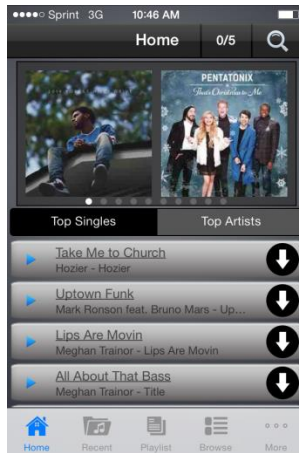
4. Enter your library card number and tap "LOGIN."



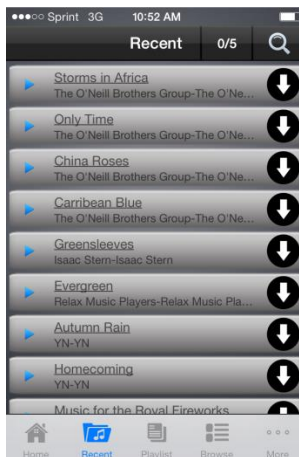
The Freegal Music App for Mobile Devices, continued

App Features

Home – The Home tab lists top singles and top artists that you can either stream or download.

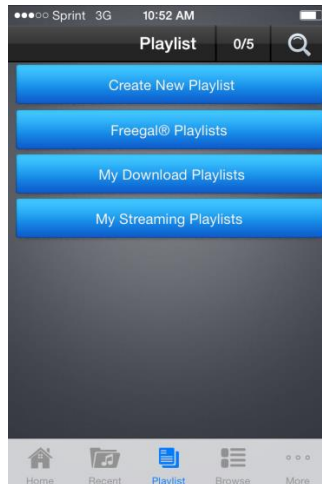


Recent – The Recent tab lists all of the songs that you have recently streamed either on your computer or mobile device.

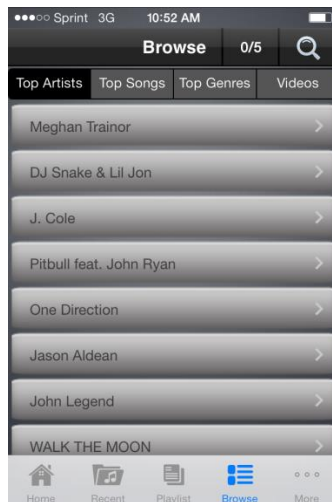


The Freegal Music App for Mobile Devices, continued

Playlist – The Playlist tab allows you to create new playlists, stream Freegal playlists, view playlists comprised of downloaded songs, view playlists comprised of streamed songs. Any playlists you have created on your computer will be shown in the mobile app here.



Browse – The Browse tab allows you to view top artists, top songs, top genres and videos and then stream or download your choices.



The Freegal Music App for Mobile Devices, continued

More – The More tab allows you to view your music, videos, and logout of the application. The logout function can be accessed by tapping “Settings.”

