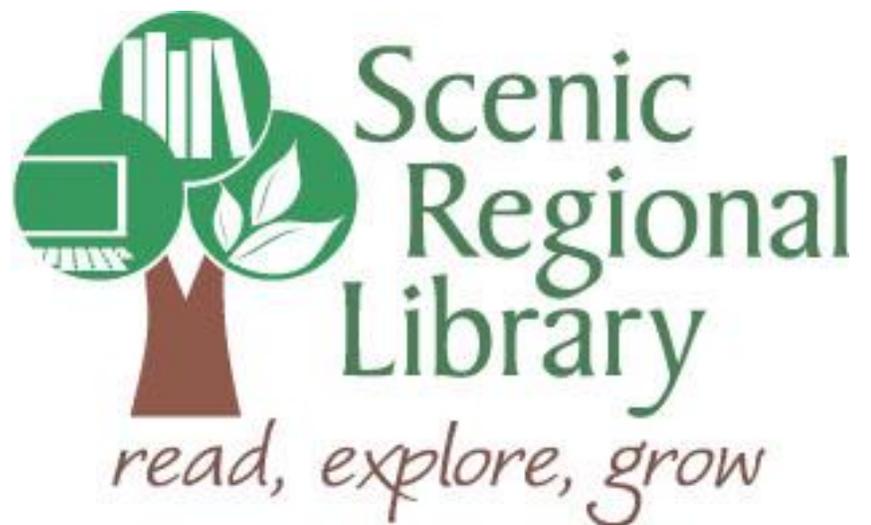


# RB Digital Mobile App Help Guide

July, 2017



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## **Welcome!**

Scenic Regional Library offers patrons eAudiobooks and eMagazines through RB Digital. The purpose of this help guide is to provide you with the information you need to use RB's Digital's mobile app.

## **What is RB Digital?**

RB Digital is a proprietary platform owned by Recorded Books, which is a company that provides a variety of electronic resources to libraries and schools. This help guide specifically addresses RB Digital's mobile app and the services you can access using it.

## **RB Digital's eAudiobook Offerings to Scenic Regional Library Patrons**

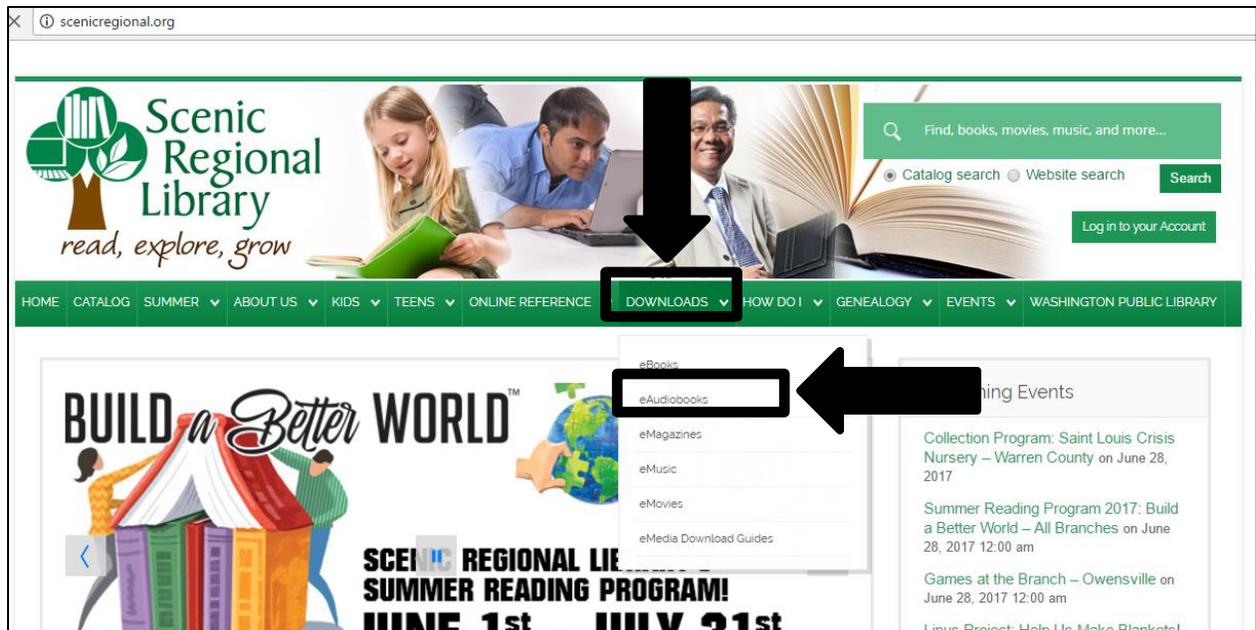
Any SRL patrons who have library accounts in good standing can access the RB Digital app. For eAudiobooks, patrons are allowed to borrow as many titles as they want and can keep them for up to 10 days. For eMagazines, patrons can borrow as many titles as they want and keep them forever.

## Setting Up Your RB Digital Account

Even if you plan on using the RB Digital app on your mobile device, you must first set up your account on a pc or laptop.

Follow these steps to set up your RB Digital Account.

1. Go to [www.scenicregional.org](http://www.scenicregional.org).
2. Point your mouse at "Downloads" to reveal a drop down menu.
3. Click on "eAudiobooks."



4. Click on the RB Digital logo.

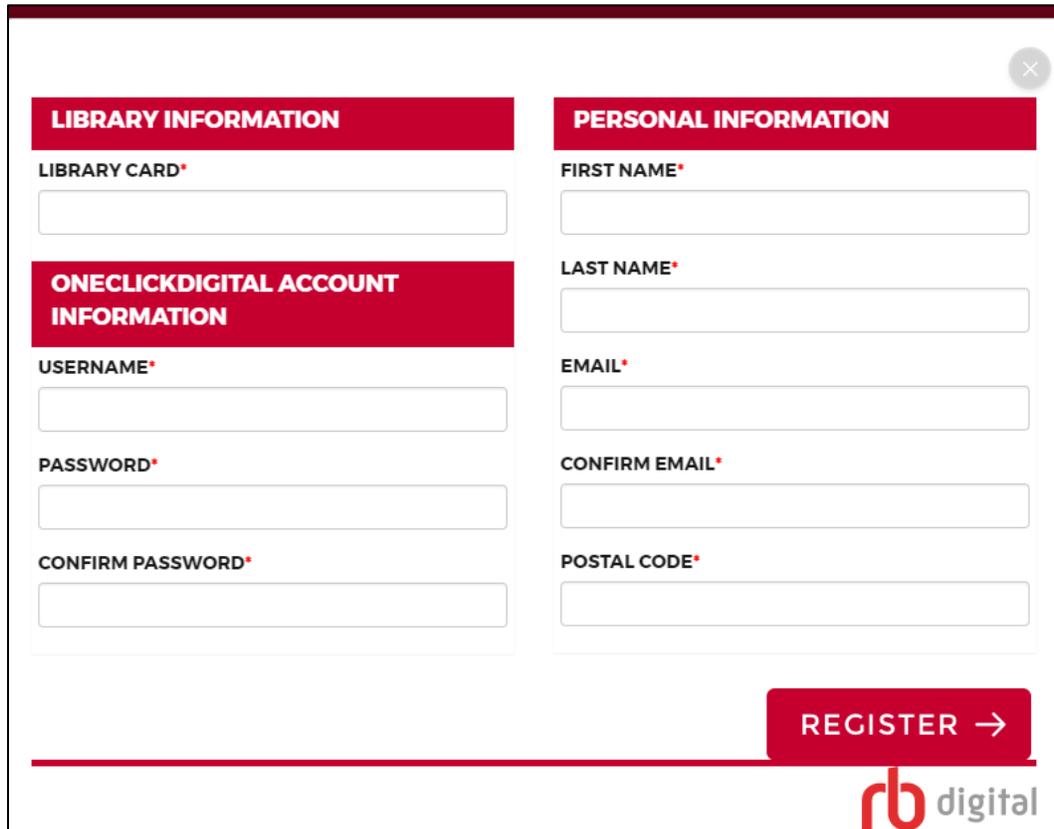


5. Click on "Register."



## Setting Up Your RB Digital Account, continued

6. Complete the fields.
7. Click "Register."



The registration form is presented in a modal window with a close button in the top right corner. It is divided into two main sections: 'LIBRARY INFORMATION' and 'ONECLICKDIGITAL ACCOUNT INFORMATION' on the left, and 'PERSONAL INFORMATION' on the right. Each section contains several text input fields, all of which are currently empty. The 'PERSONAL INFORMATION' section includes fields for first name, last name, email, confirm email, and postal code. A red 'REGISTER' button with a right-pointing arrow is located at the bottom right of the form. The 'rb digital' logo is positioned at the bottom right of the modal window.

LIBRARY INFORMATION	PERSONAL INFORMATION
<b>LIBRARY CARD*</b> <input type="text"/>	<b>FIRST NAME*</b> <input type="text"/>
<b>ONECLICKDIGITAL ACCOUNT INFORMATION</b>	<b>LAST NAME*</b> <input type="text"/>
<b>USERNAME*</b> <input type="text"/>	<b>EMAIL*</b> <input type="text"/>
<b>PASSWORD*</b> <input type="text"/>	<b>CONFIRM EMAIL*</b> <input type="text"/>
<b>CONFIRM PASSWORD*</b> <input type="text"/>	<b>POSTAL CODE*</b> <input type="text"/>

**REGISTER →**

**rb** digital

## **Downloading the App**

Currently, RB Digital has apps for the following devices.

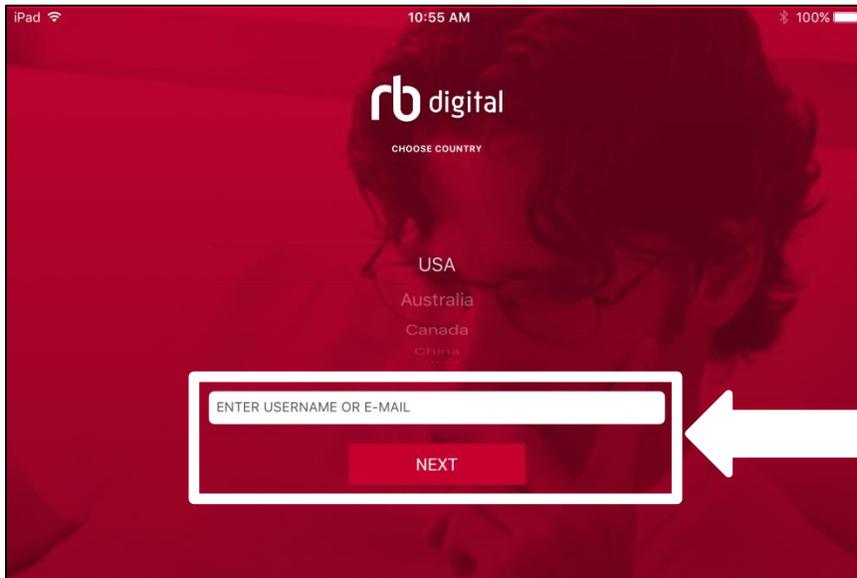
- Kindle Fires
- Android Devices (OS 4.0 or higher)
- Apple Devices (iOS 8.0 or higher)

To download the app, go to your device's app store and search for RB Digital.

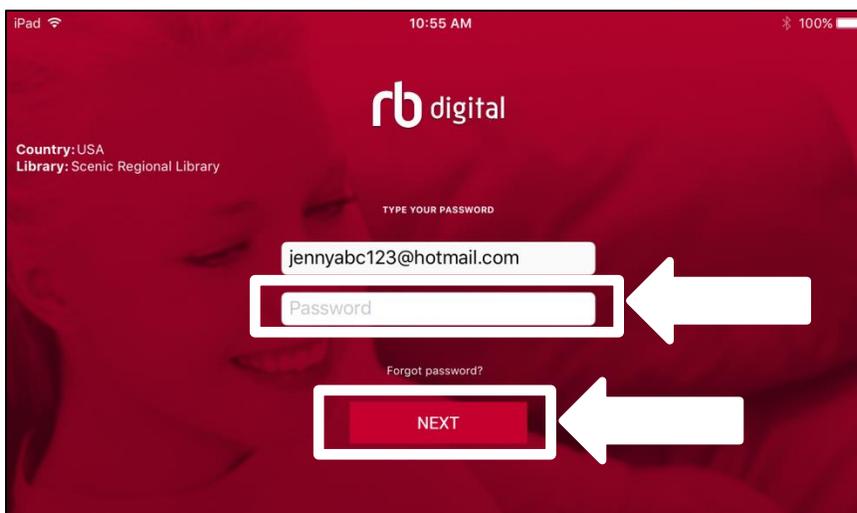
## Logging into your RB Digital Account on the Mobile App

Follow these steps to log into your account on the mobile app.

1. Enter your user name.
2. Tap "Next."



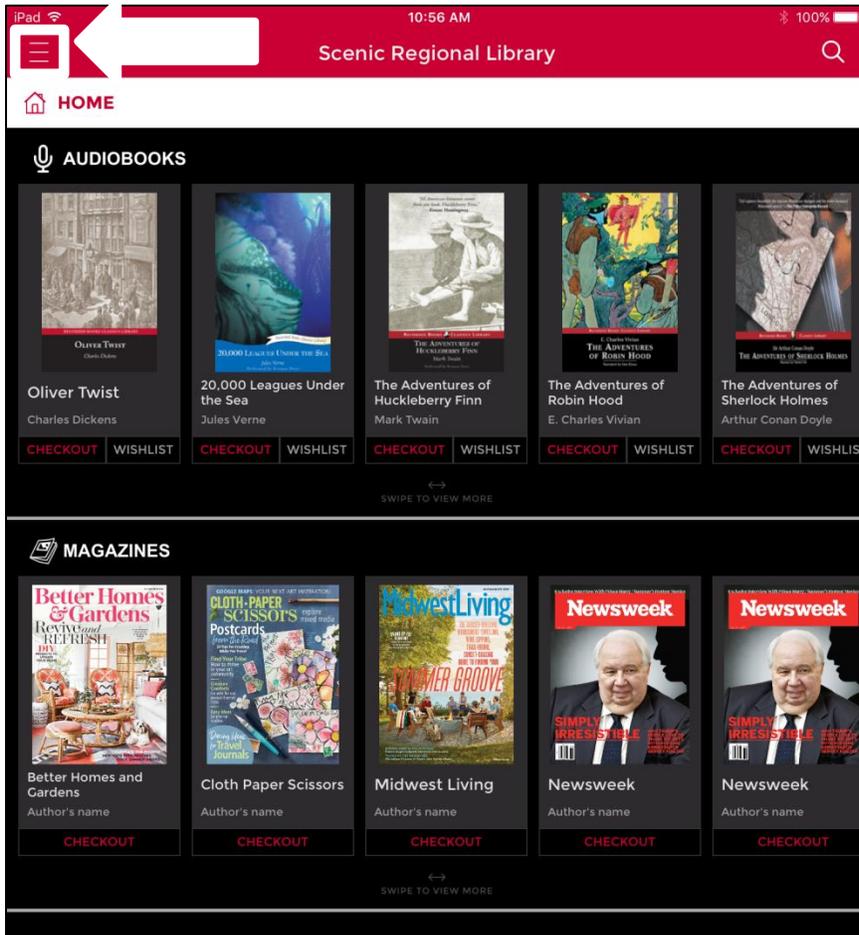
3. Enter your password.
4. Tap "Next."



# RB Digital Mobile App Home Page

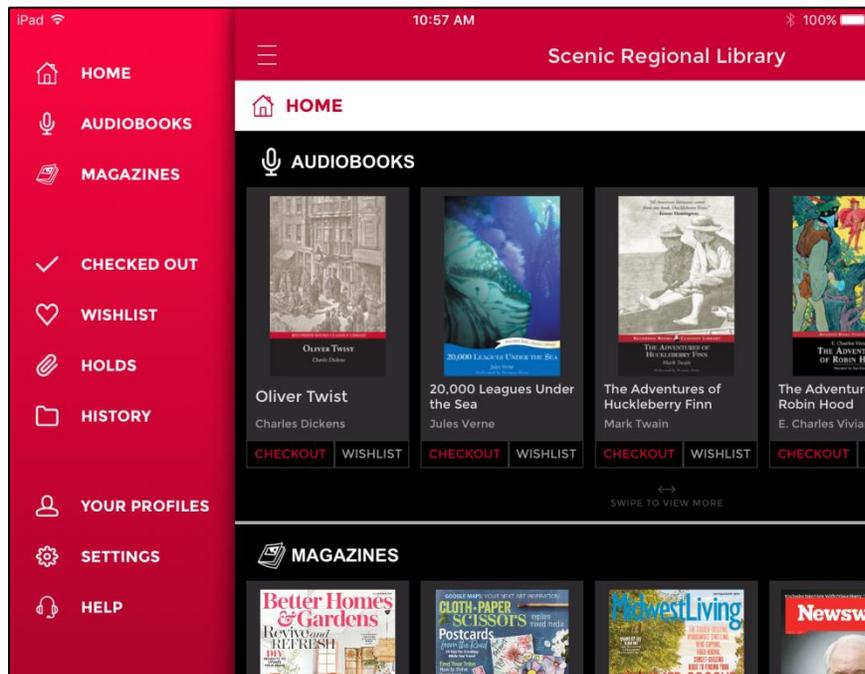
Most of the functions you will use in the RB Digital app can be accessed from the home page.

Menu Button – Tapping on this will open a slide drawer menu allowing you to access a variety of options.



## RB Digital Mobile App Home Page, continued

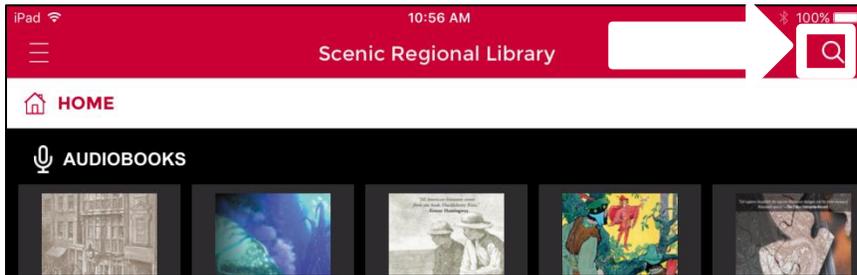
The screen shot below illustrates the menu.



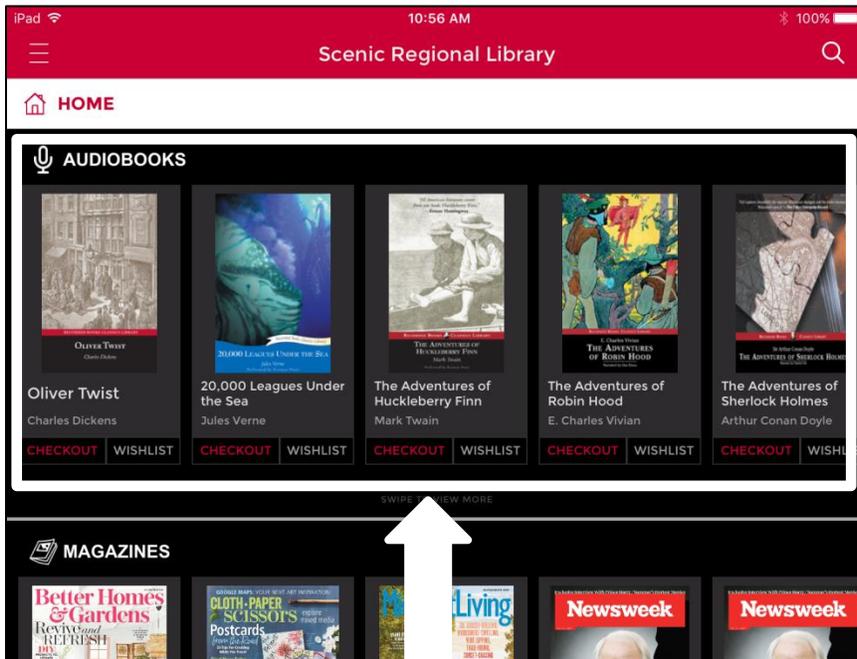
- Home – Takes you to the app’s home page.
- Audiobooks – Takes you the audiobook collection.
- Magazines – Takes you to the magazine collection.
- Checked Out – Takes you to the list of items you currently have borrowed.
- Wishlist – Takes you to the list of items you have added to your wishlist.
- Holds – Takes you a list of items you have on hold.
- History – Takes you to a list of items you have borrowed in the past.
- Your Profiles – Takes you to a page where you can add profiles to the app.
- Settings – Takes you to a page where you can edit several settings for your app.
- Help – Takes you to the app’s help page.

## RB Digital Mobile App Home Page, continued

Search – Tapping on the magnifying glass takes you to a search box which allows you to search the collection.

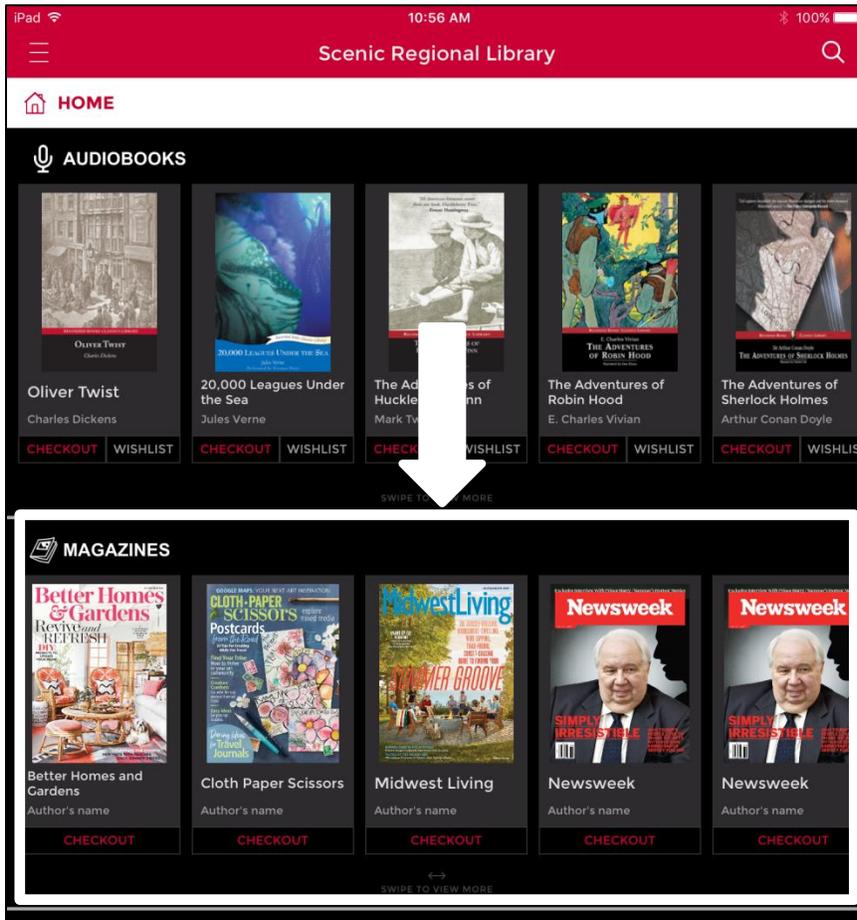


Audiobooks Viewing Window – This area shows you RB Digital’s featured audiobooks. This window is horizontally scrollable.



## RB Digital's Mobile App Home Page, continued

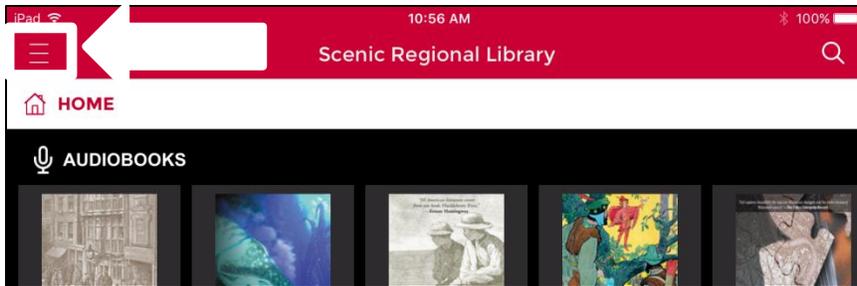
Magazines Viewing Window – This area shows you featured magazines. This window is horizontally scrollable.



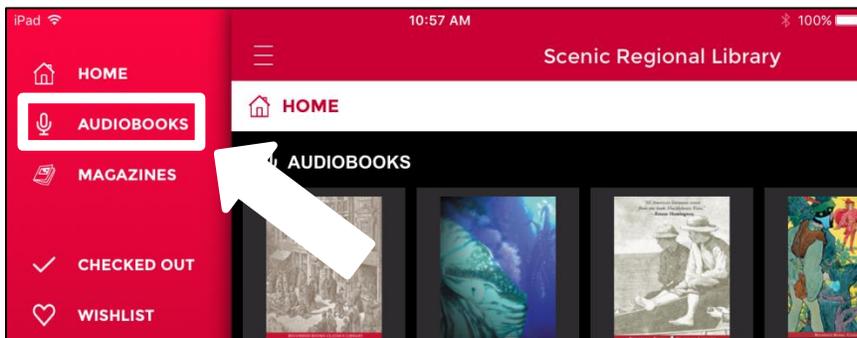
## Browsing and Borrowing eAudiobooks

Follow these steps to browse and borrow an eAudiobook.

1. Tap the menu button.

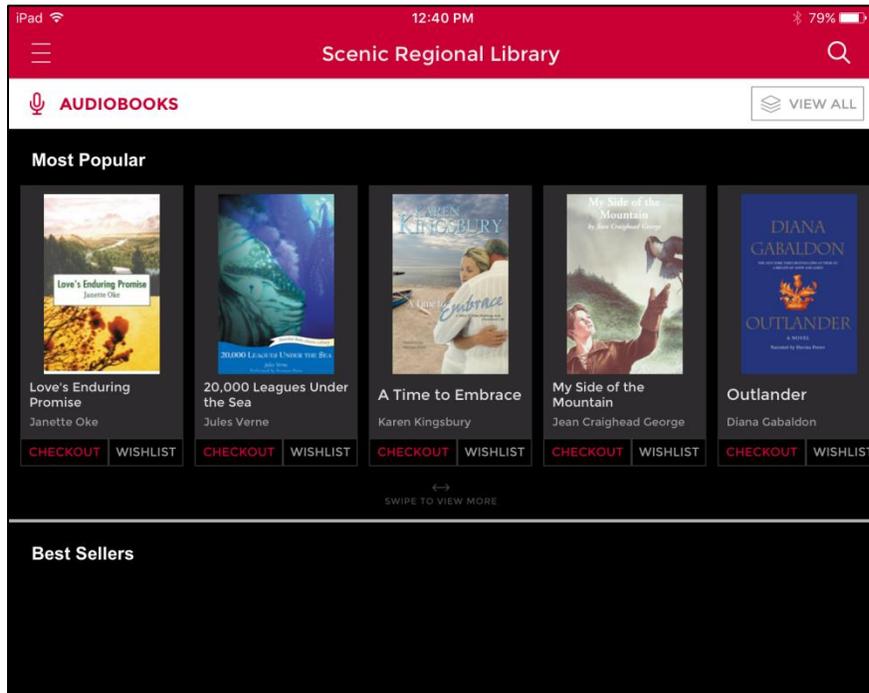


2. Tap "Audiobooks."

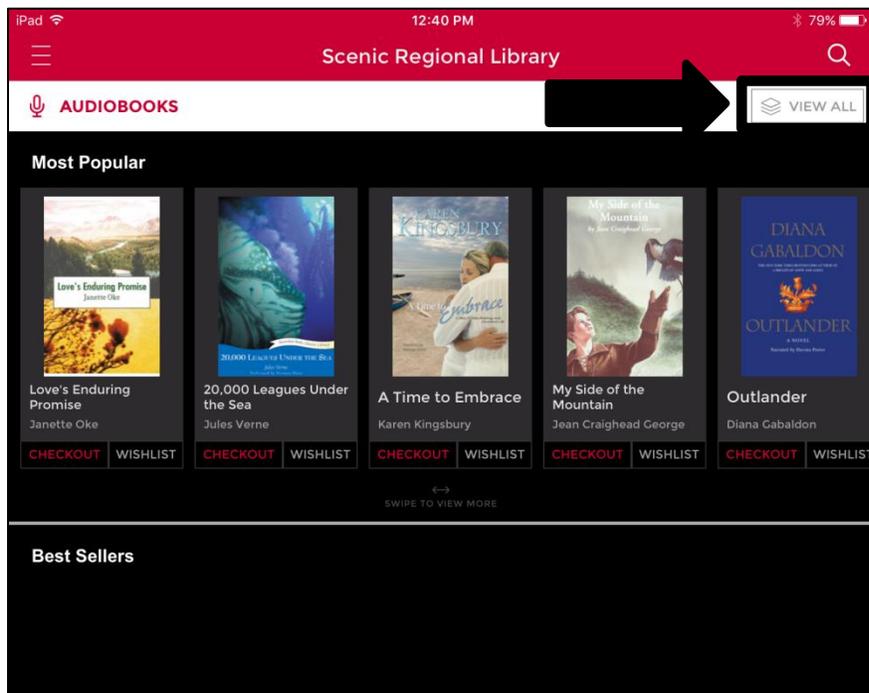


## Browsing and Borrowing eAudiobooks, continued

3. Scroll horizontally to see additional titles or continue to step 4 to see more titles.

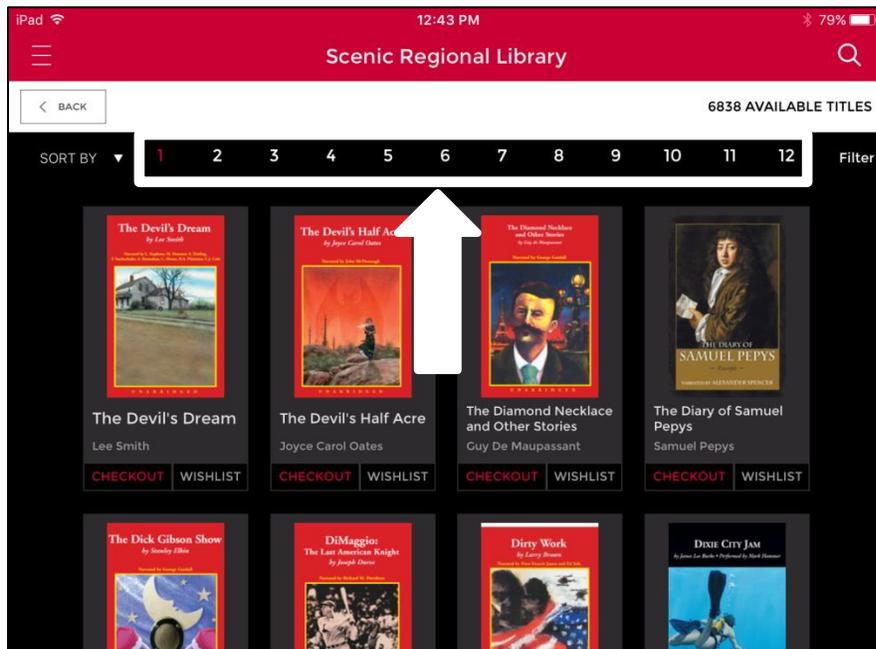


4. Tap "View All."

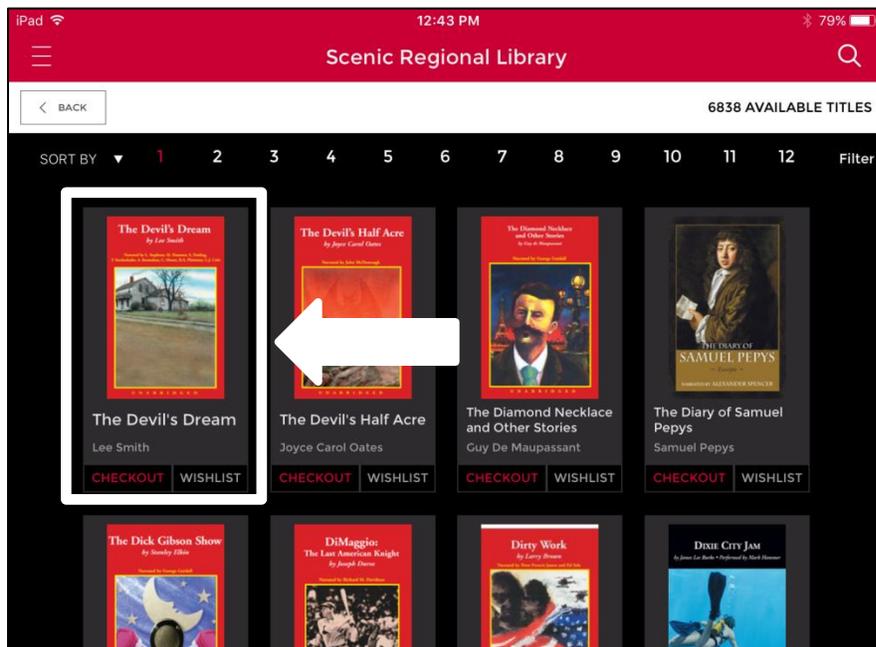


## Browsing and Borrowing eAudiobooks, continued

5. Scroll vertically to see additional titles.
6. Tap on the page numbers to see additional pages of titles.

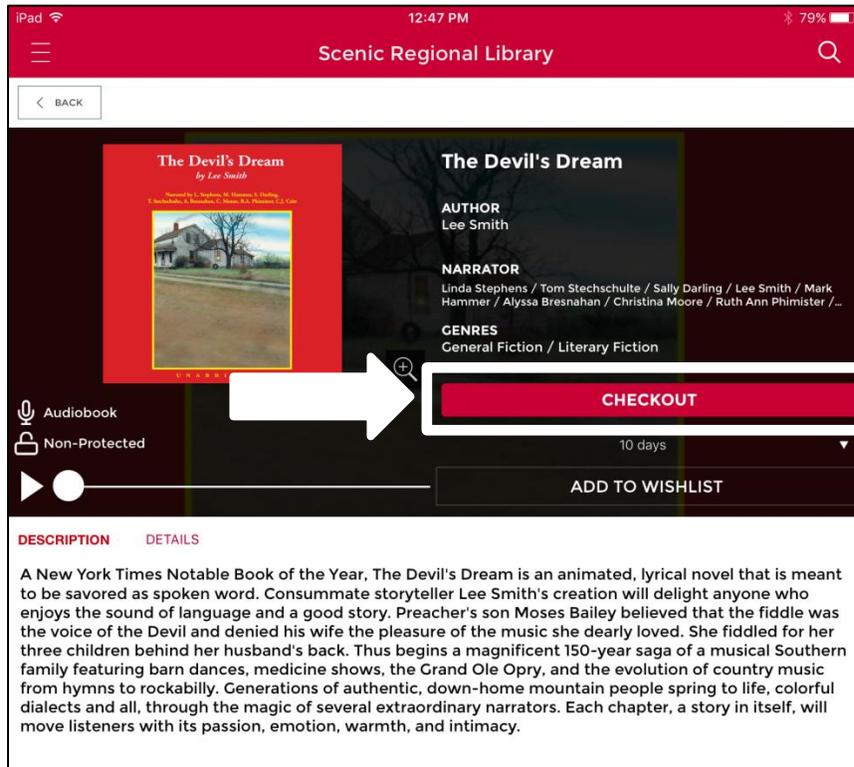


7. Tap on any title to see additional information.



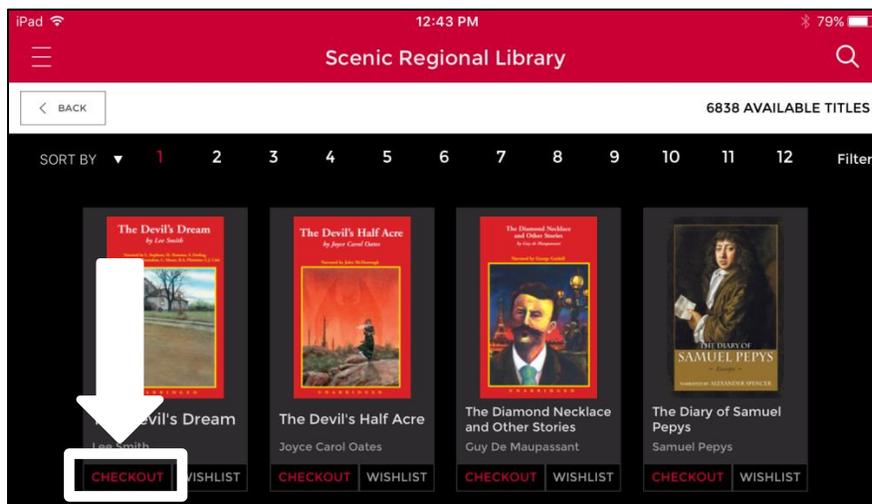
## Browsing and Borrowing eAudiobooks, continued

### 8. Tap “Checkout.”



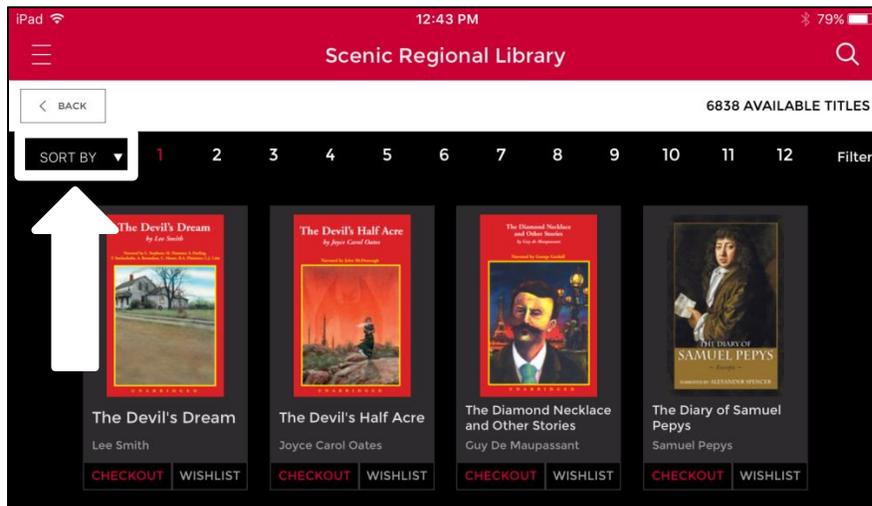
### Notes

- If you do not need to see additional information about a title, you can tap “Checkout” under the title’s cover.

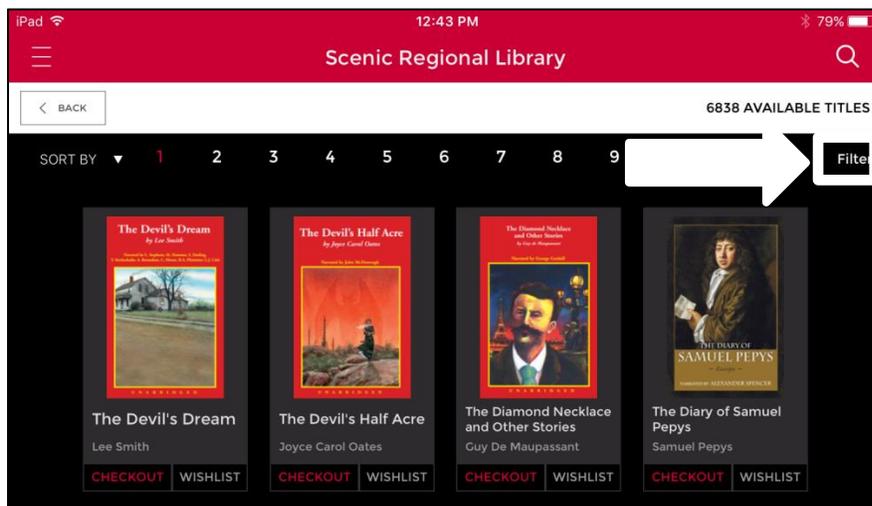


## Browsing and Borrowing eAudiobooks, continued

- If you want the titles sorted in a different order, you can tap “Sort By” and choose a sorting order.

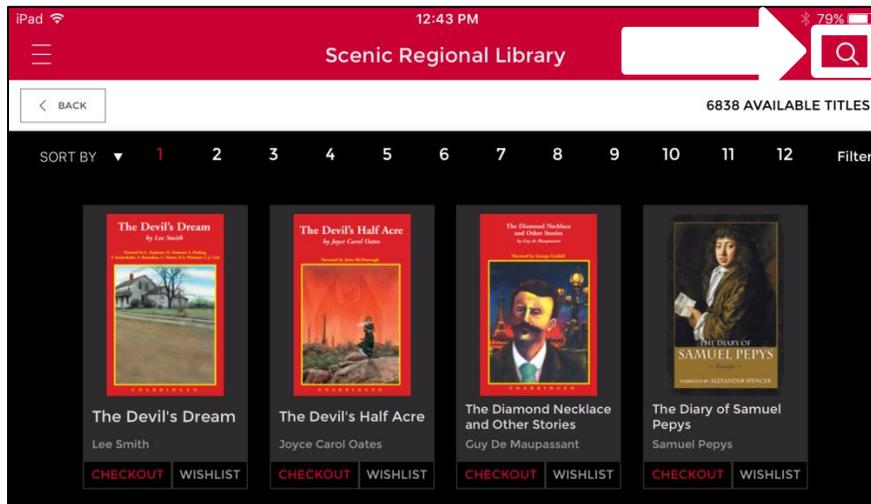


- If you want to filter the collection, you can tap “Filter” and use the options to narrow down the collection.



## Browsing and Borrowing eAudiobooks, continued

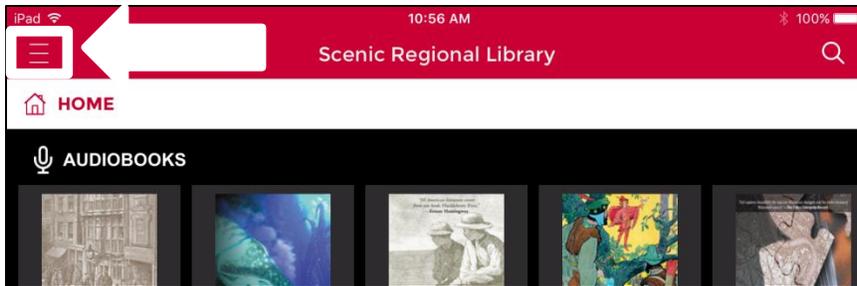
- You can also tap the magnifying glass to open a search window, which will allow you to search the collection by keyword, title, author, or narrator.



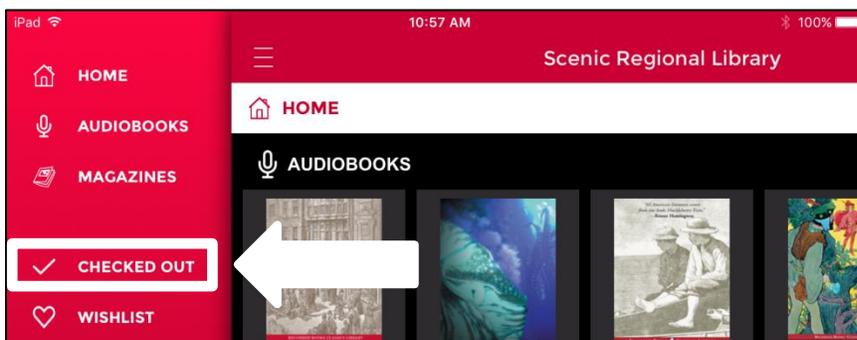
## Listening to an eAudiobook in the Mobile App

Follow these steps to download and listen to an eAudiobook in the mobile app.

1. Tap the menu button.



2. Tap "Checked Out."



3. Tap "Download." Note that an active internet connection will need to be maintained while the eAudiobook is downloading.

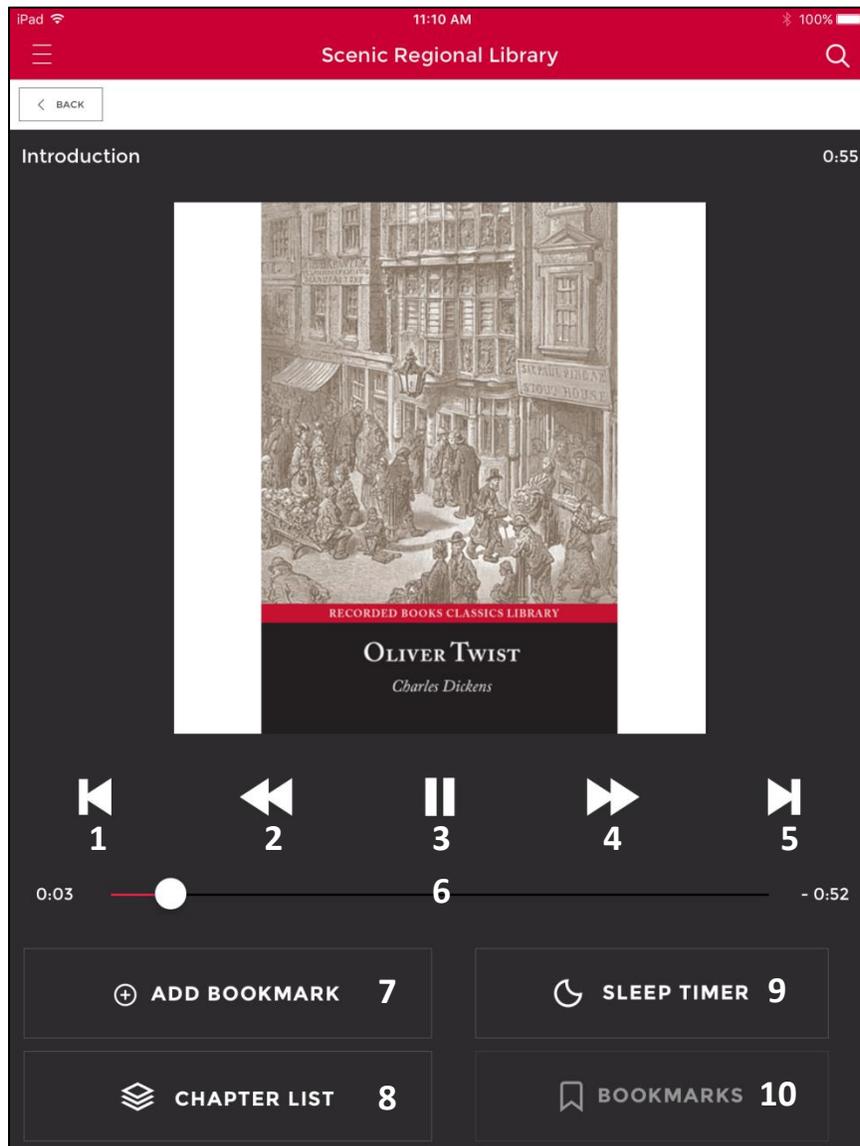


## Listening to an eAudiobook in the Mobile App, continued

4. Tap “Play.”



## Listening to an eAudiobook in the Mobile App, continued

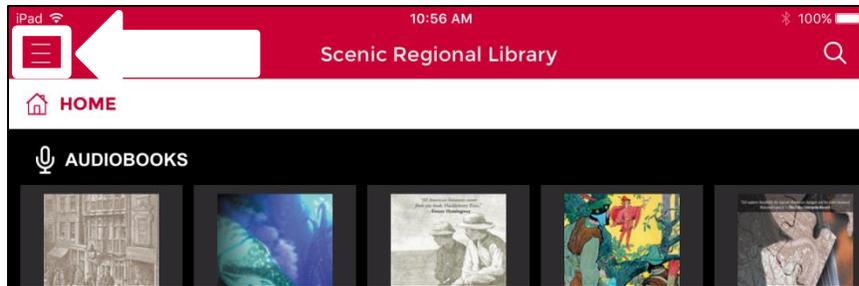


- 1 – Previous Track: Takes you back one track.
- 2 – Rewind: Takes you back 30 seconds.
- 3 – Play / Pause: Plays and pauses the eAudiobook.
- 4 – Fast Forward: Takes you forward 30 seconds.
- 5 – Next Track: Takes you forward one track.
- 6 – Scrub Bar: Displays your progress in the current track.
- 7 – Add Bookmark: Creates a time stamped bookmark.
- 8 – Chapter List: Displays a clickable chapter list.
- 9 – Sleep Timer: Allows you to set a timer for the eAudiobook to stop playing.
- 10 – Bookmarks: Displays your list of bookmarks.

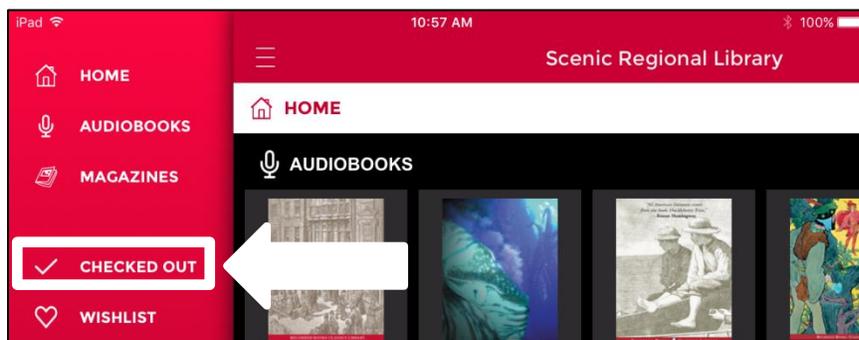
## Returning an eAudiobook Early

Follow these steps to return an eAudiobook early.

1. Tap the menu button.



2. Tap "Checked Out."



3. Tap on title.



## Returning an eAudiobook Early, continued

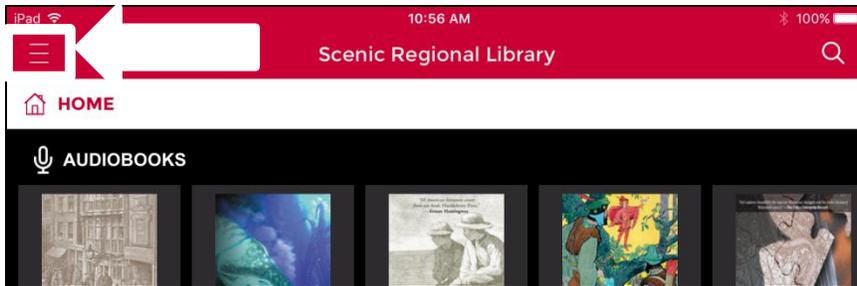
### 4. Tap "Return."

The screenshot shows the Scenic Regional Library app interface on an iPad. At the top, the status bar displays 'iPad', signal strength, '1:38 PM', and '78%' battery. The app header is red with 'Scenic Regional Library' and a search icon. Below the header is a white bar with a '< BACK' button. The main content area features a book cover for 'Oliver Twist' on the left and a dark grey panel on the right with the following text: 'Oliver Twist', 'AUTHOR Charles Dickens', 'NARRATOR Flo Gibson', and 'GENRES Juvenile Fiction / Classics'. A green 'PLAY' button is visible. Below the play button, it says 'AVAILABLE FOR 6 DAYS'. At the bottom of the main content area are two buttons: 'RETURN' (highlighted with a large white arrow) and 'RENEW'. Below this is a 'DESCRIPTION' section with a sub-header 'DETAILS' and a paragraph of text: 'Oliver Twist's famous cry of the heart - "Please, sir, I want some more" - has resounded with generations of readers of all ages. The author poured his own youthful experience of Victorian London's unspeakable squalor into this realistic depiction of a spirited young innocent's unwilling but inevitable recruitment into a scabrous gang of thieves. Masterminded by the loathsome Fagin, the underworld crew features some of Dickens's most memorable characters, including the vicious Bill Sikes, gentle Nancy, and the juvenile pickpocket known as the Artful Dodger.'

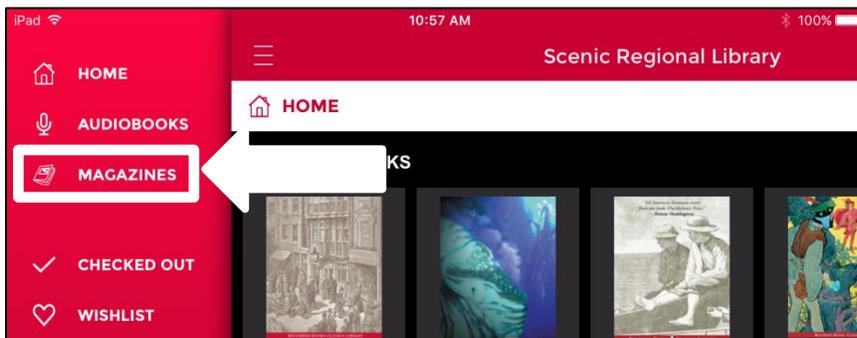
## Browsing and Borrowing Magazines

Follow these steps to browse and borrow a magazine.

1. Tap the menu button.

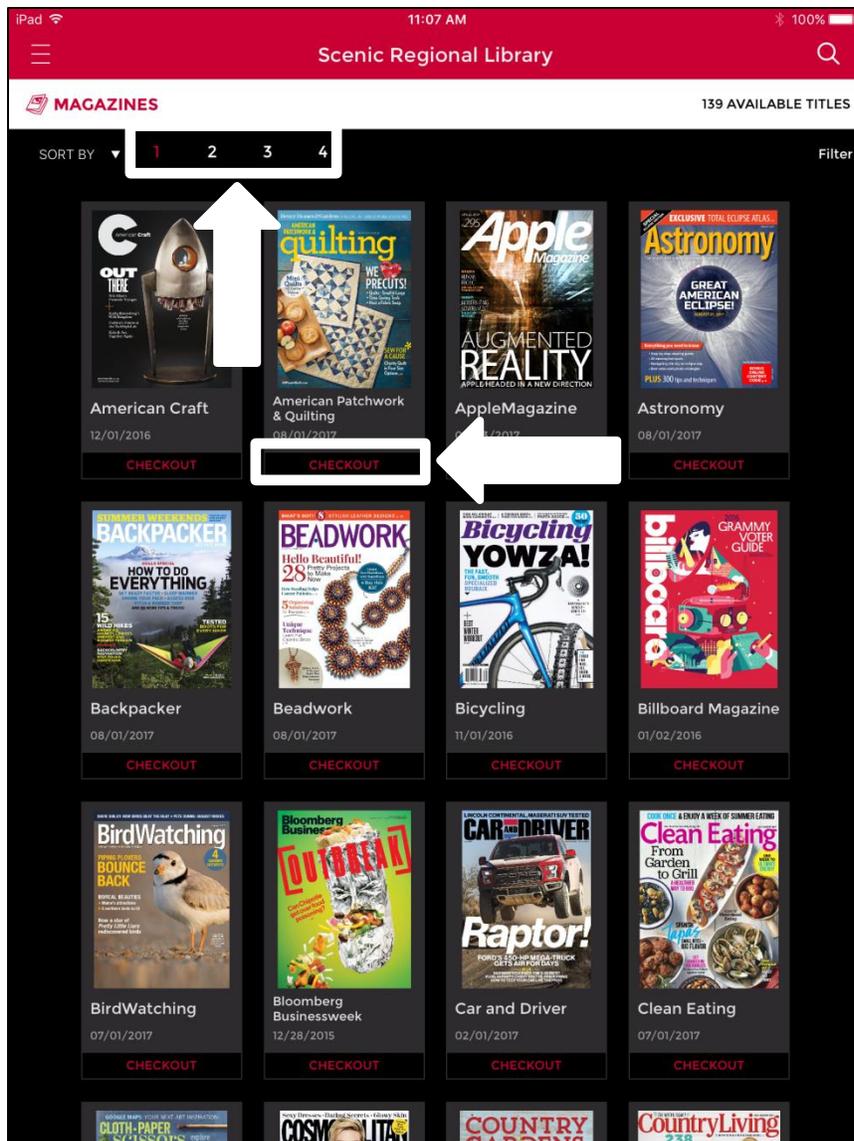


2. Tap "Magazines."



## Browsing and Borrowing Magazines, continued

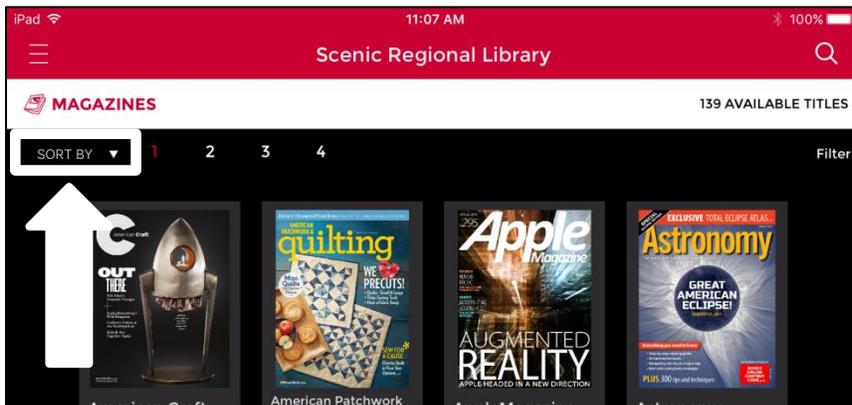
3. Scroll vertically to see additional titles.
4. Tap on page numbers to see additional pages of titles.
5. Tap “Checkout.”



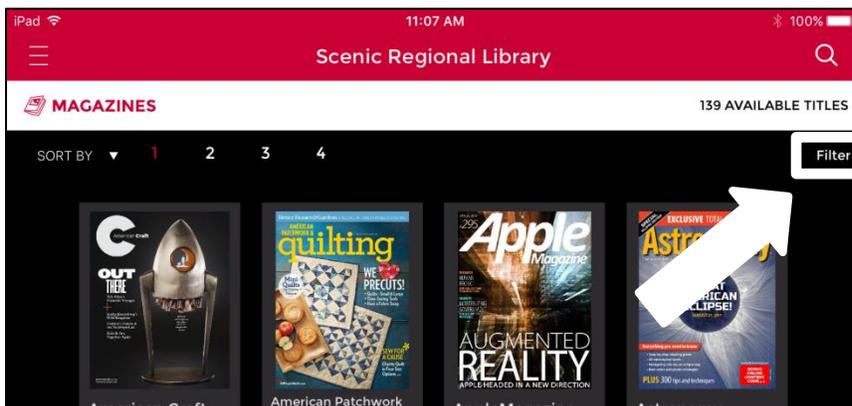
## Browsing and Borrowing Magazines, continued

### Notes

- If you want the magazines sorted in a different order, you can tap “Sort By” and choose a different sort order.

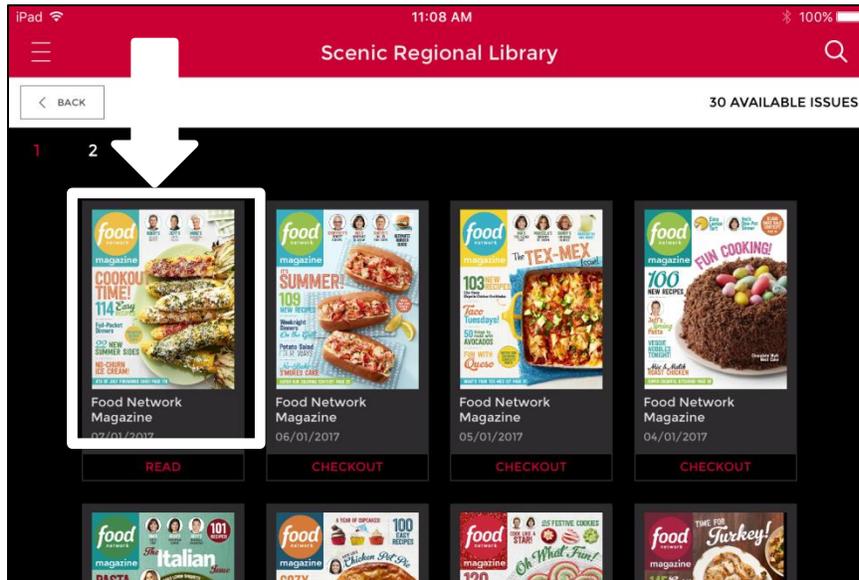


- If you want to filter the collection, you can tap “Filter” and use the options to narrow down the collection.

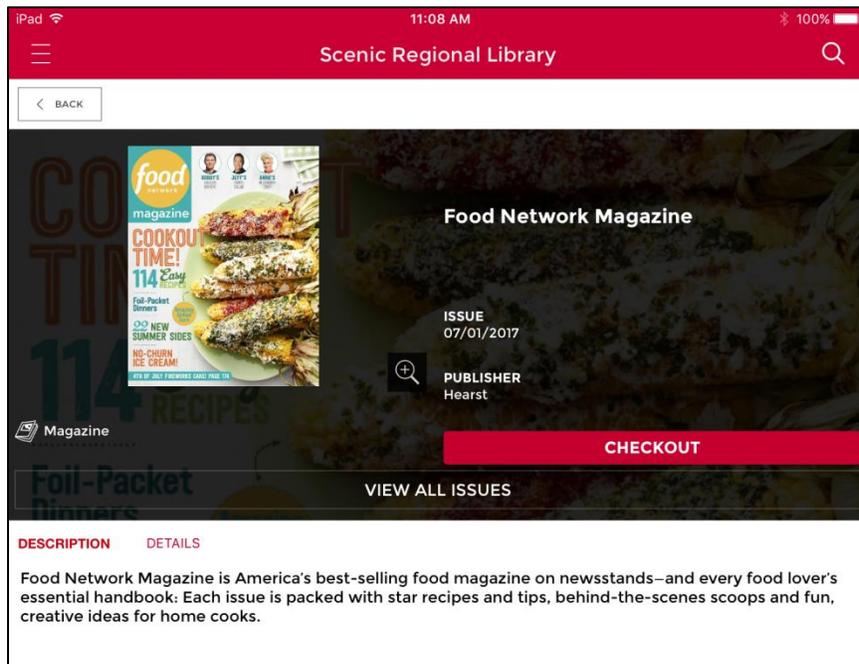


## Browsing and Borrowing Magazines, continued

- If you want more information about a title, you can tap on the title.

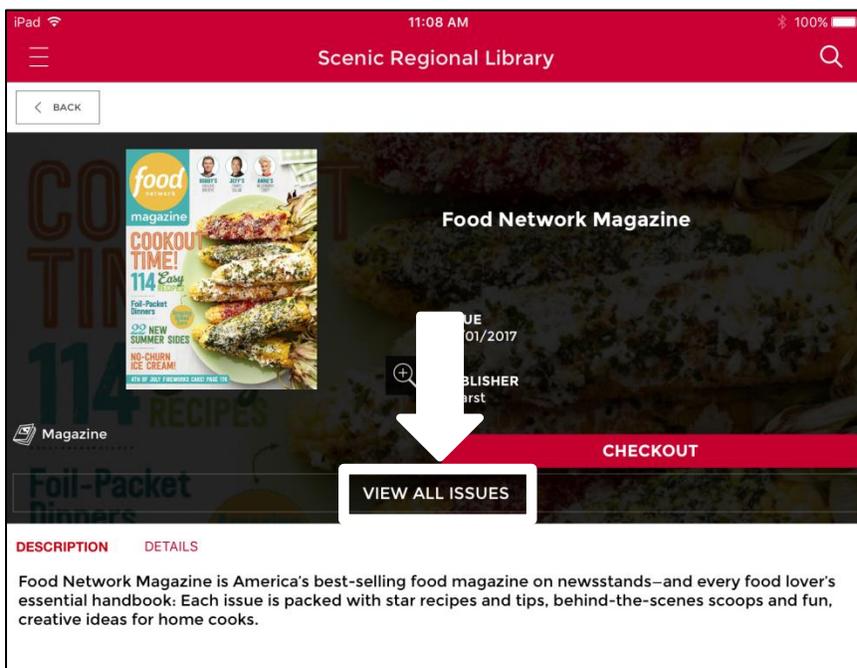
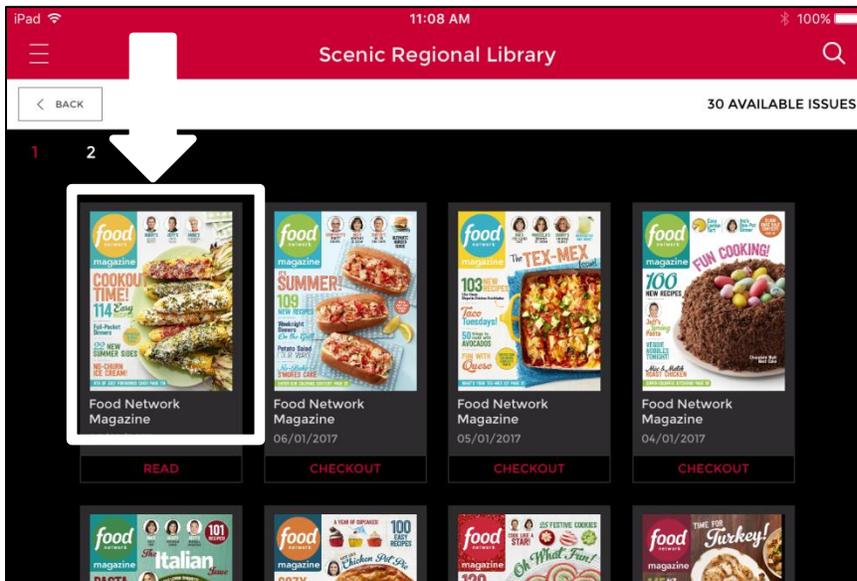


- The screen shot below illustrates the details of a title.



## Browsing and Borrowing Magazines, continued

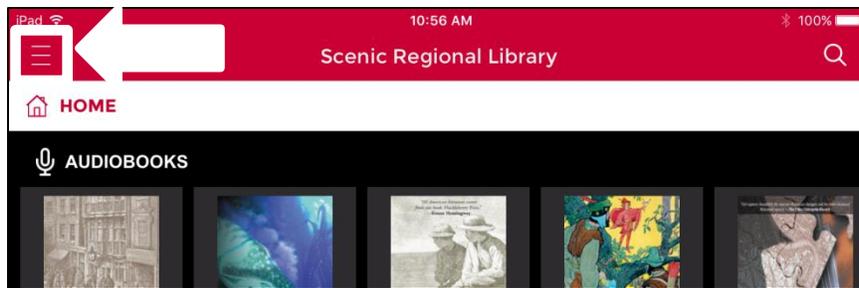
- If you want to view back issues of a magazine, you can tap on the title and then tap “View All Issues.”



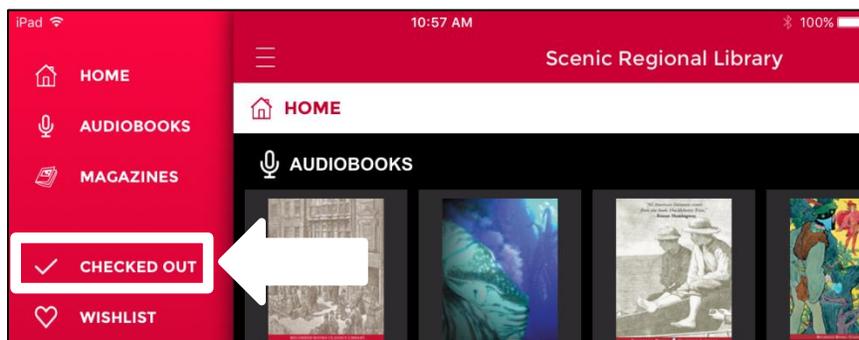
## Reading Magazines in the Mobile App

Follow these steps to read your magazines in the mobile app.

1. Tap the menu button.

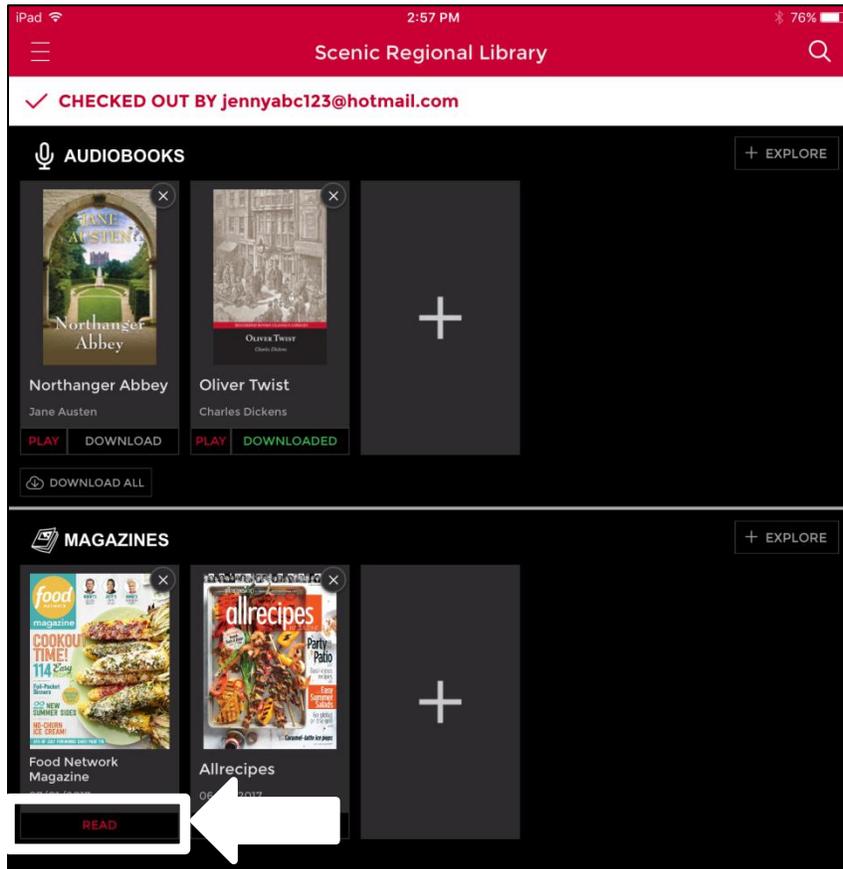


2. Tap "Checked Out."



## Reading Magazines in the Mobile App, continued

3. Tap “Read.” Note that the magazine will download and an active internet connection will need to be maintained while it’s downloading.



# Reading Magazines in the Mobile App, continued

The screen shot below illustrates what the magazine looks like in the reader. Simply swipe your finger left and right over the screen to turn the pages.



## Reading Magazines in the Mobile App, continued

Tapping the middle of the screen displays the top and bottom menus.



1 – Tapping this closes the magazine.

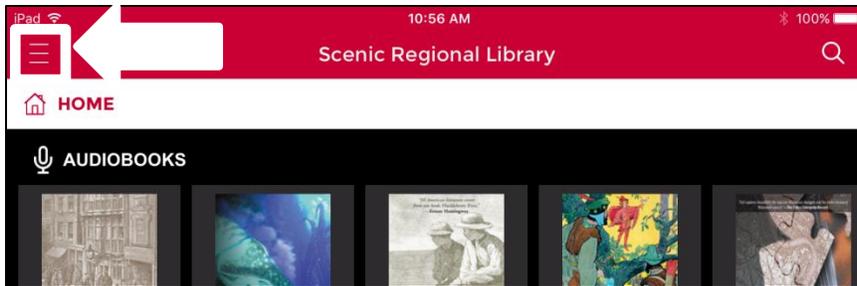
2 – Tapping this changes the entire viewing screen to thumbnail pages.

3 – Tapping on any of these small thumbnails takes you to that page in full screen.

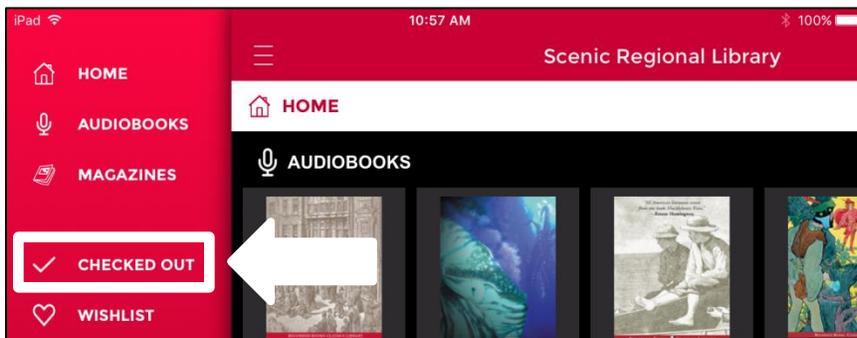
## Returning a Magazine

Follow these steps to return a magazine.

1. Tap the menu button.

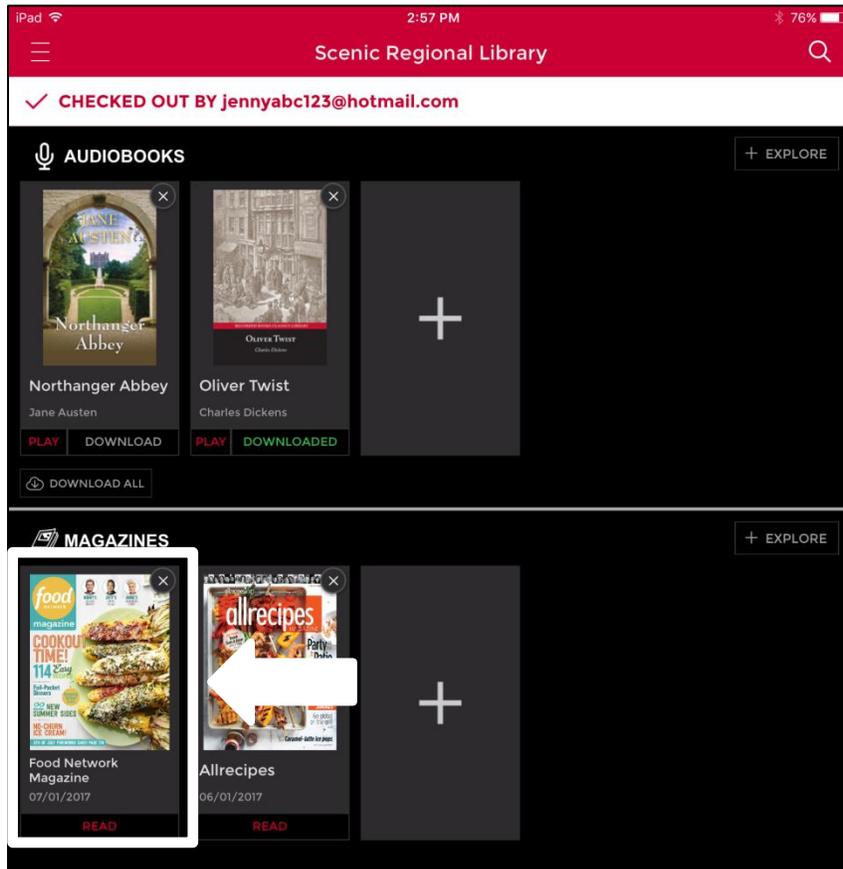


2. Tap "Checked Out."



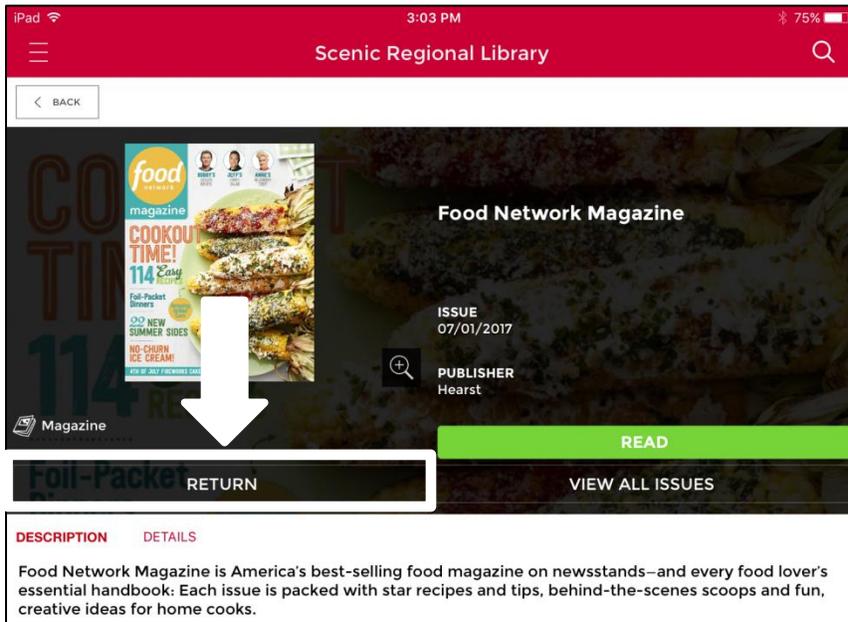
## Returning a Magazine, continued

3. Tap the title.



## Returning a Magazine, continued

4. Tap “Return.”



5. Tap “Ok.”

