

# Libby Mobile App Help Guide

March, 2019



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## **Welcome!**

Scenic Regional Library offers eBooks and eAudiobooks through Overdrive, a digital collection company that partners with libraries. Overdrive has introduced an app, called Libby, and the purpose for this help guide is to provide you with the information you need to use it.

## **What is Libby?**

Libby is an app designed by Overdrive and is used to browse and borrow Overdrive titles from Scenic Regional Library. The app is available for Apple devices (iOS 9.0 or newer), and Android devices (4.4 or newer).

Please note that using the Libby app to browse and borrow Libby titles is optional. If you would rather continue using the Overdrive app, you most certainly can.

## **Libby's Offerings to Scenic Regional Library Patrons**

Since Libby is an Overdrive app, patrons get the same offerings through Libby as they would through Overdrive. Any SRL patrons who have library accounts in good standing can access Libby. Patrons are allowed to borrow seven titles at once. Patrons can also place seven titles on hold at one time. Once borrowed, patrons can keep titles for 14 days.

## **Downloading the Libby App to Your Mobile Device**

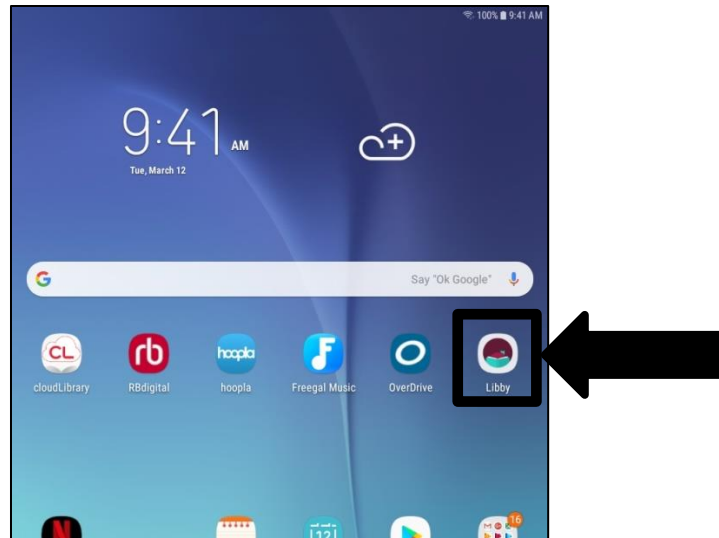
If you are using an Apple device (iPad or iPhone), go the App Store and search for Libby by Overdrive. Once you find it, tap "Get" or the button that looks like a cloud with a down arrow in it.

If you are using an Android device (Samsung, Tracfone, etc.), go to the Google Play Store and search for Libby by Overdrive. Once you find it, tap "Install."

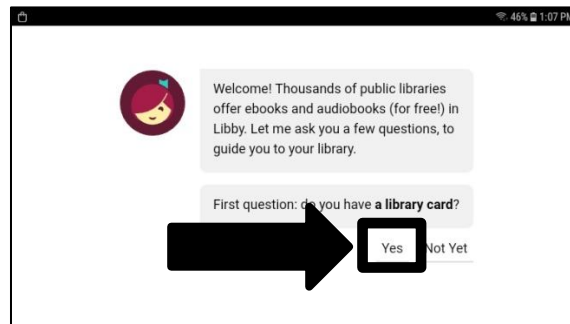
## Logging into the Libby App

Follow these steps to log into the Libby App.

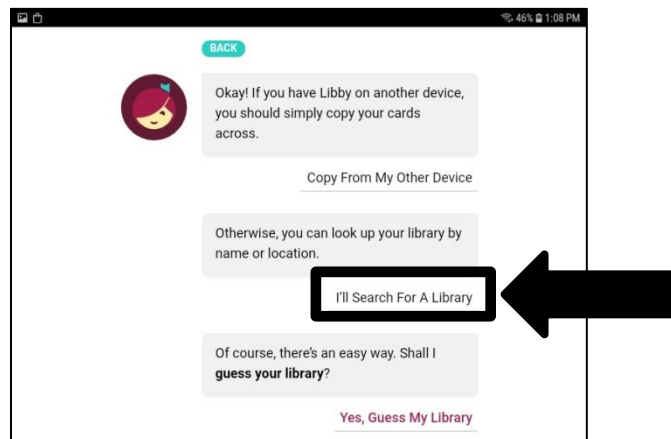
1. Tap on the Libby App icon.



2. Tap "Yes."

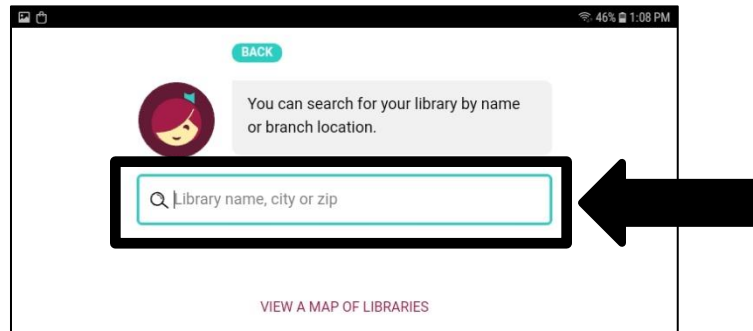


3. Tap "I'll Search For a Library."

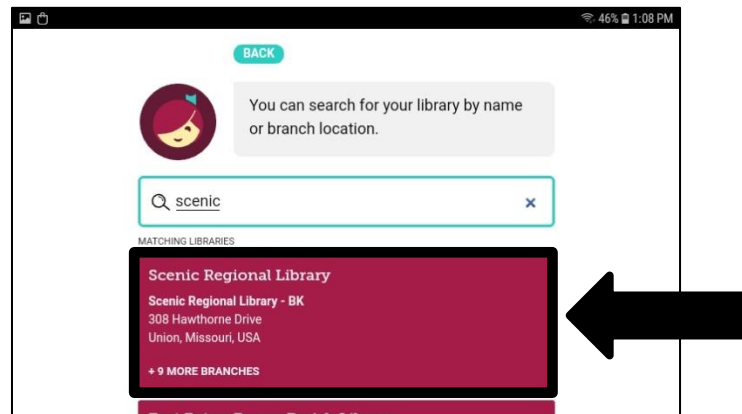


## Logging into the Libby App, continued

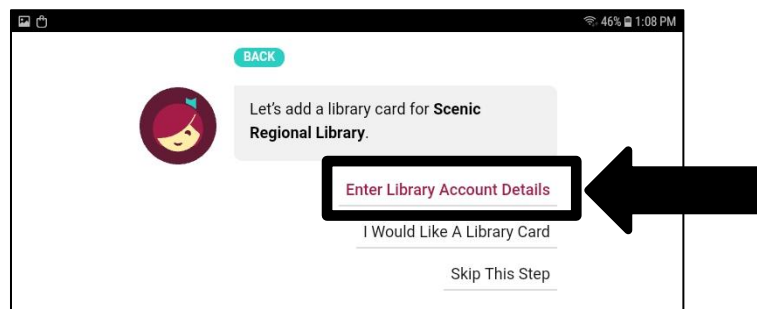
4. Tap in the field to get a keyboard and enter “Scenic Regional Library.”



5. Tap “Scenic Regional Library.”

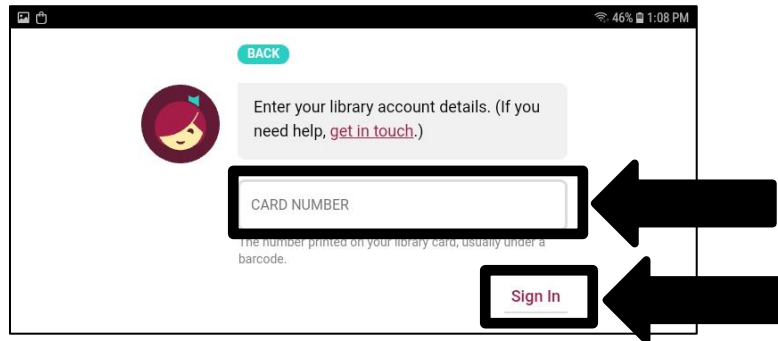


6. Tap “Enter Library Account Details.”

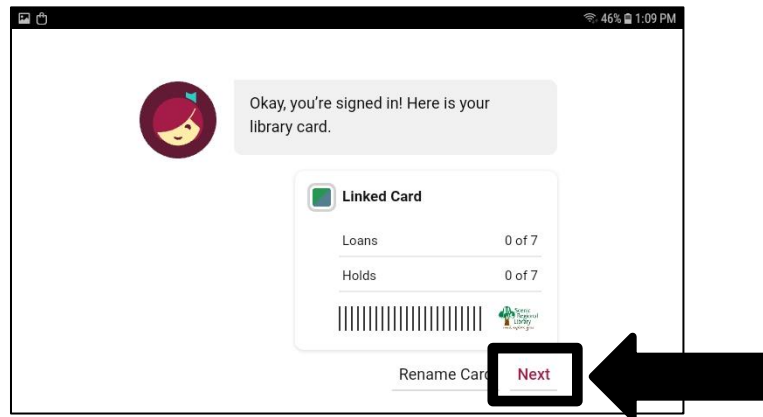


## Logging into the Libby App, continued

7. Enter your library card number.
8. Tap “Sign In.”



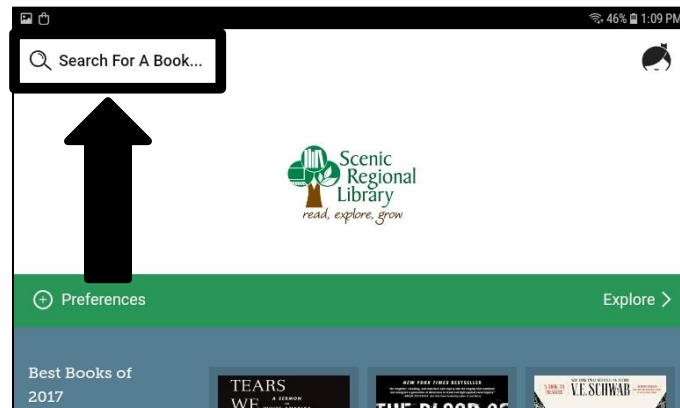
9. Tap “Next.”



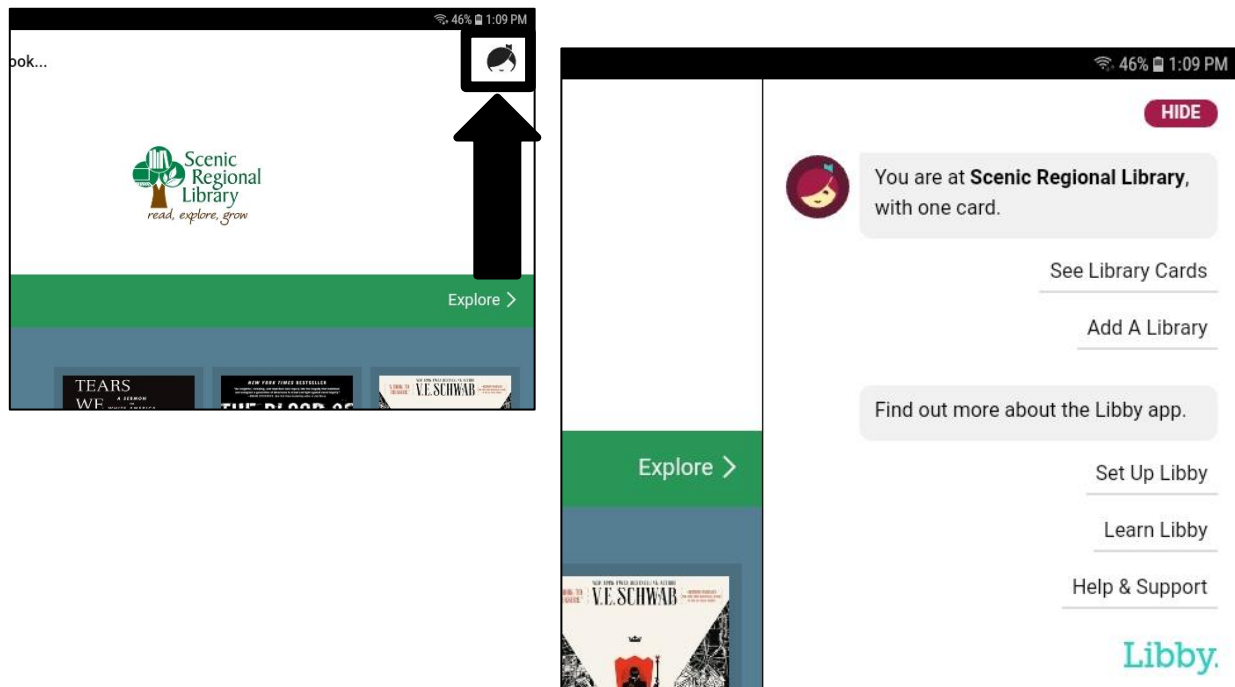
## Libby Mobile App Tour

Most of the functions you will use in the Libby App can be accessed from the app home page. The subsequent several pages of this guide contain explanations and screen shots of the various elements of the Libby App.

Search Feature – Tapping here allows you to search by book title, author, or keyword.

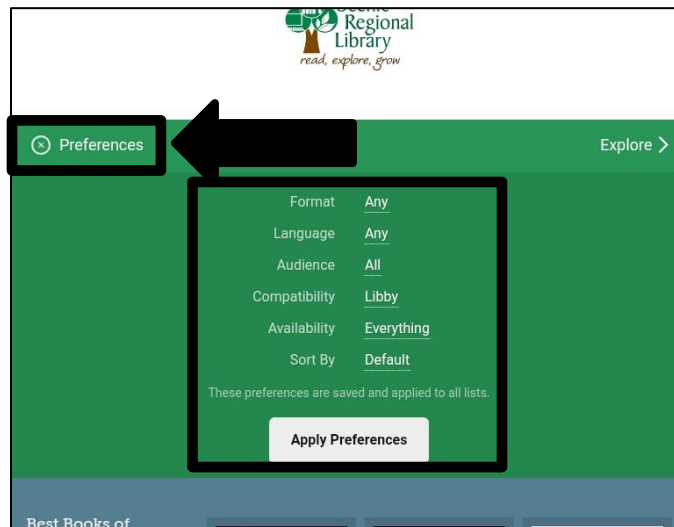


Libby Menu – Tapping on the Libby logo displays a menu of account options.

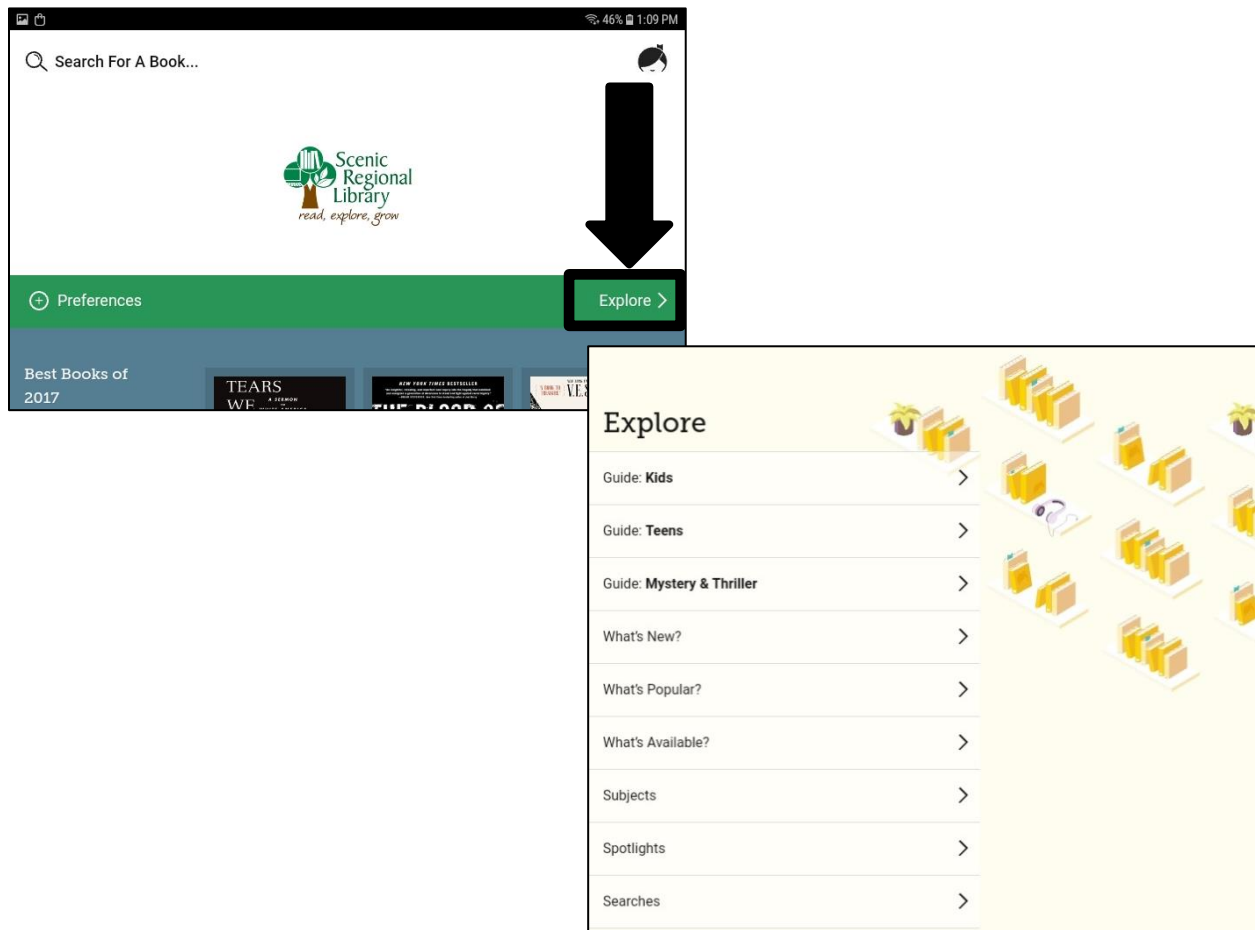


## Libby Mobile App Tour, continued

Preferences – Tapping here drops down a list of preferences you can apply to the collection. Set any you'd like and then tap "Apply Preferences."



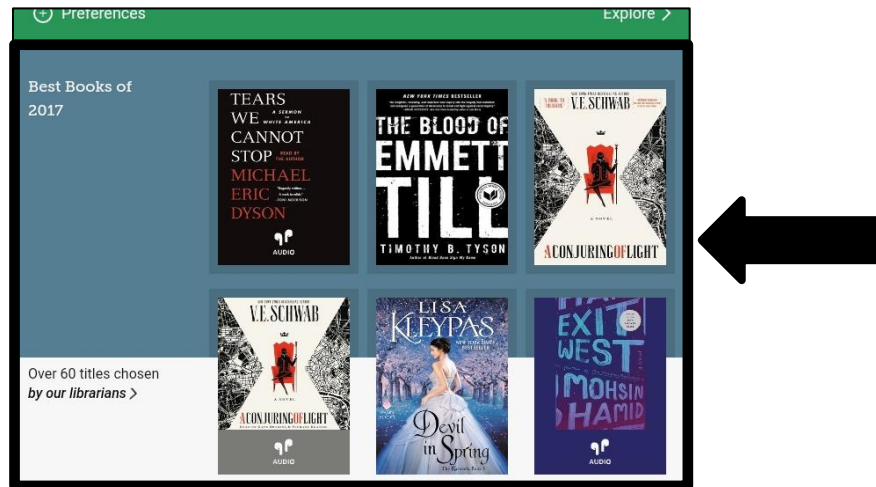
Explore – Tapping here takes you to the Explore page which allows you to narrow down the collection with several filters.





## Libby Mobile App Tour, continued

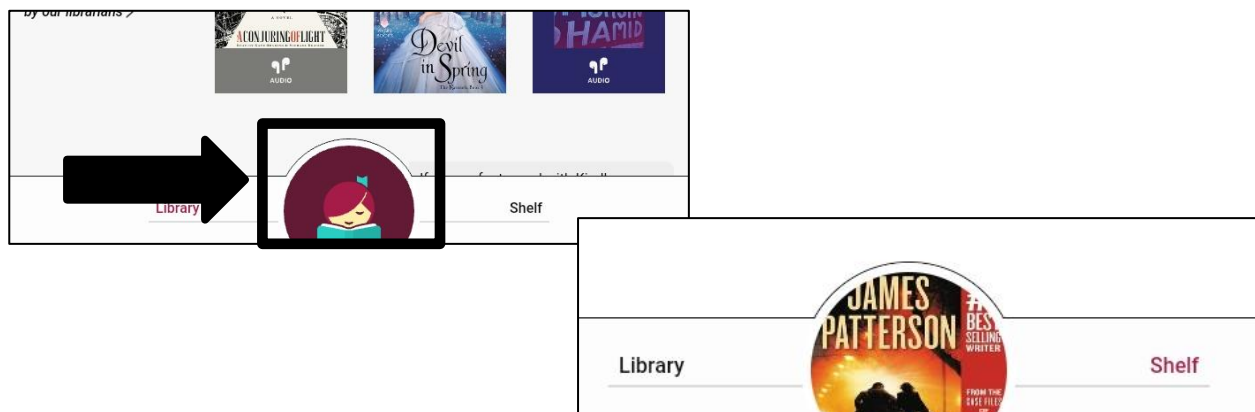
Collection Window – Area that displays the collection of titles available.



Library – Tapping on this takes you to the collection of titles available.

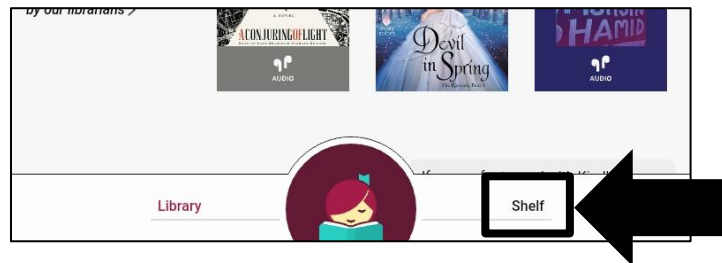


Currently Reading Shortcut – Tapping here takes you to what you are currently reading or listening to at the place you left off. Once you have opened a title, the title's cover image will appear here.



## Libby Mobile App Tour, continued

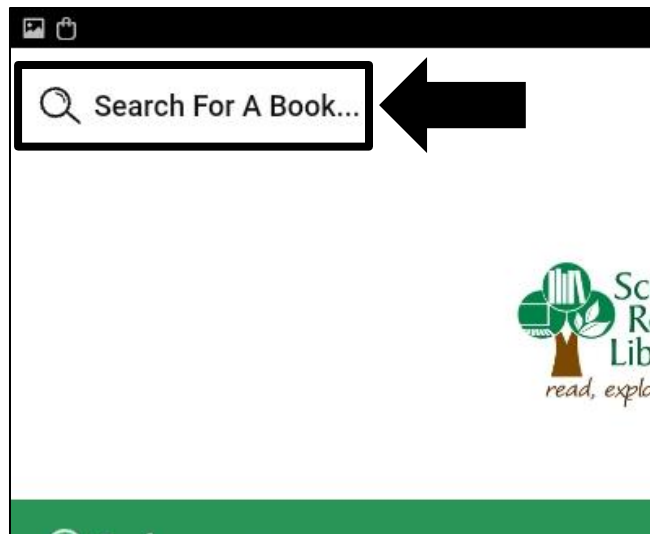
Shelf – Tapping here takes you to your bookshelf where you can access your currently borrowed titles, holds, and tags.



## Borrowing Titles Using the Search Feature

Follow these steps to borrow a title from the collection using the search feature.

1. Tap “Search For A Book.”

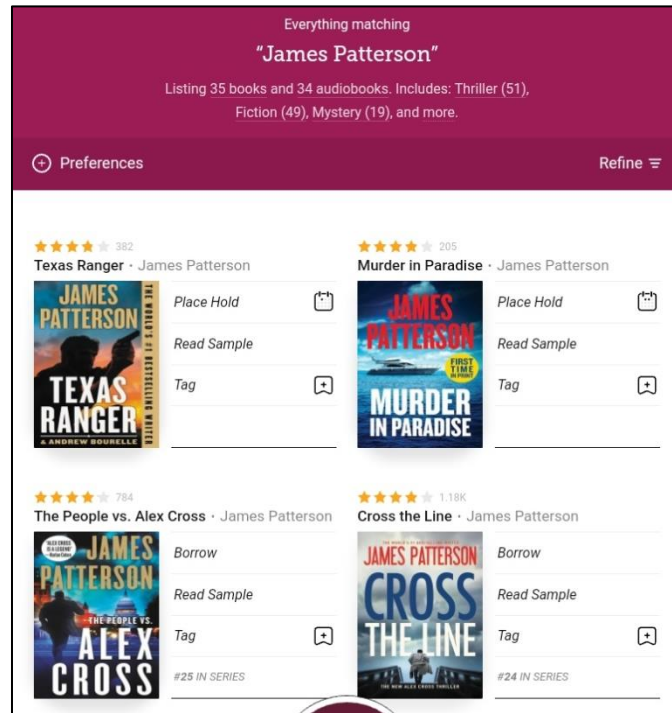


2. Enter in your search words. Libby will try to guess what you are typing and if you see what you are searching for in Libby's suggestions, you can tap on that.

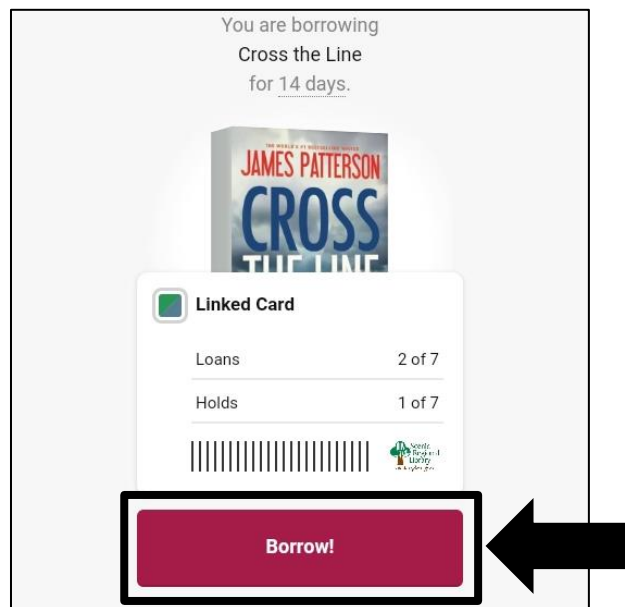


## Borrowing Titles Using the Search Feature, continued

- Find the title you want and tap “Borrow.”



- Tap “Borrow” to confirm.



## **Borrowing Titles Using the Search Feature, continued**

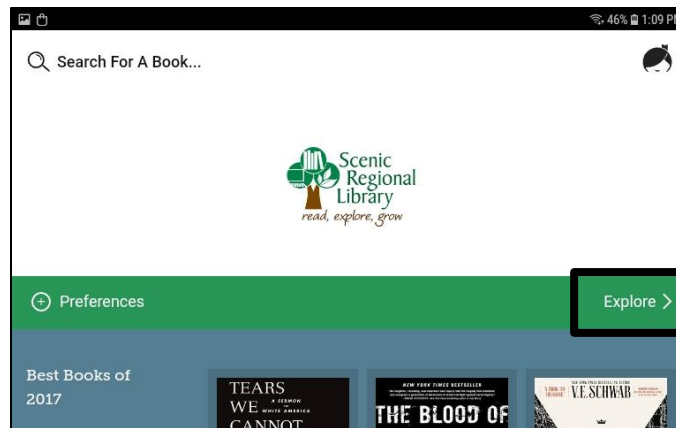
### **Notes**

- If the title you want is not available, tap “Place Hold” to put the title on hold.
- To see a description of a title, tap on the book cover.
- Tap “Tag” to label the book as one you like (thumbs up), dislike (thumbs down), or want to read (stack of three books).
- Audiobooks are indicated by earbuds under the book cover. If you do not see earbuds, the title is an eBook.
- You can filter the results you see by using the “Preferences” and “Refine” options.

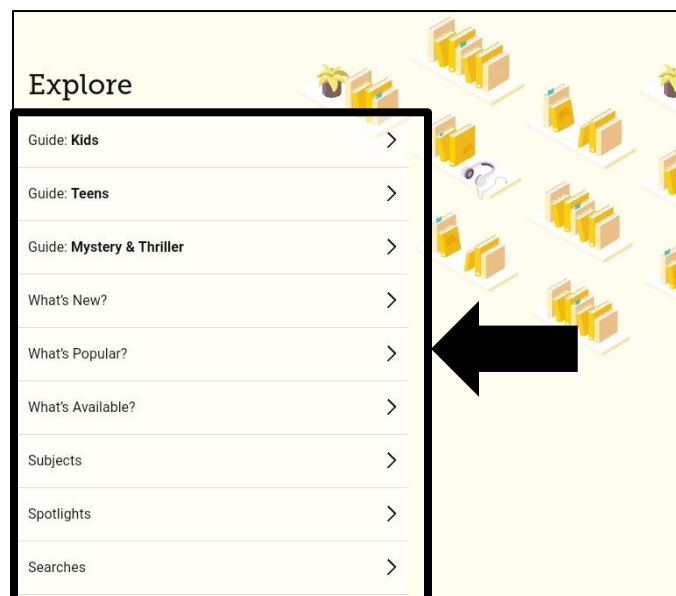
## Borrowing Titles Using the Explore Feature

Follow these steps to borrow a title from the collection using the explore feature.

1. Tap “Explore.”

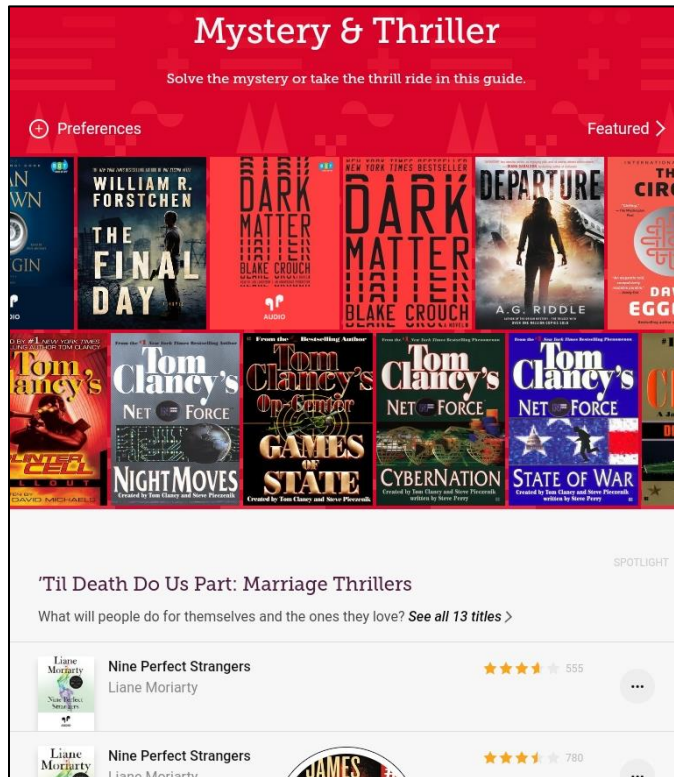


2. Tap on any of the Explore options. Note that some options on this page take you to a list of titles immediately and other options will prompt you to choose more filters before giving you titles from which to choose.

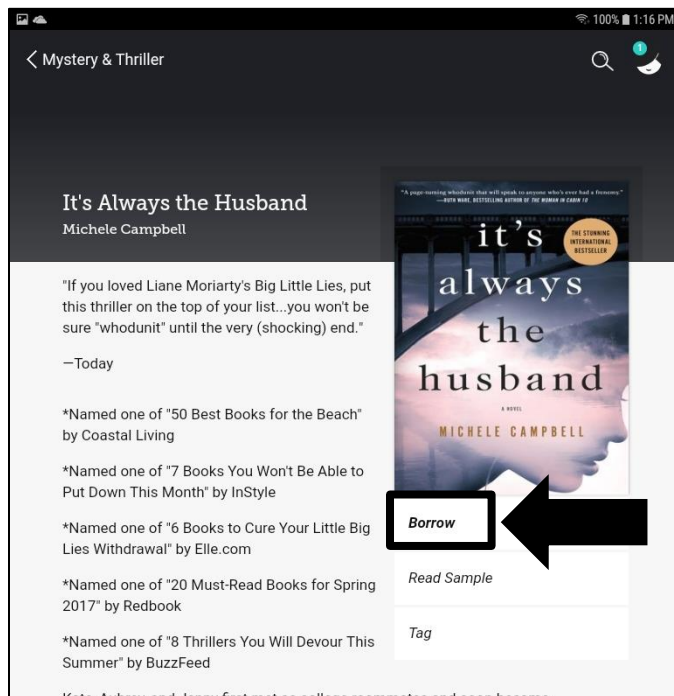


## Browsing Titles Using the Explore Feature, continued

3. Tap on any cover at the top or from the list at the bottom.

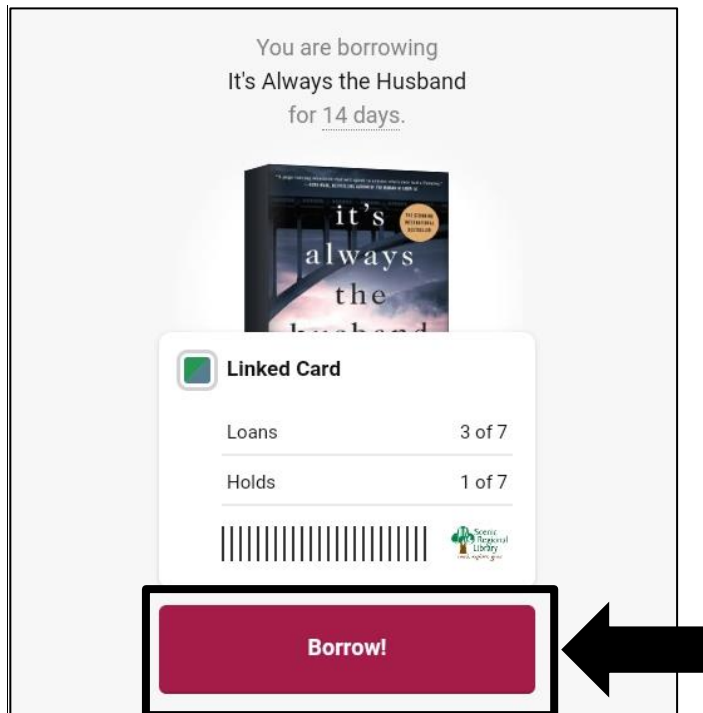


4. Tap "Borrow."



## Borrowing Titles Using the Explore Feature, continued

5. Tap “Borrow” to confirm.



### Notes

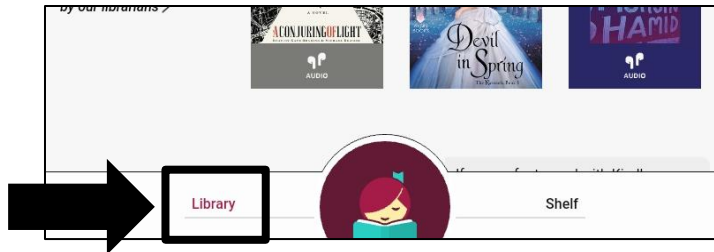
- If the title you want is not available, tap “Place Hold” to put the title on hold.
- Tap “Tag” to label the book as one you like (thumbs up), dislike (thumbs down), or want to read (stack of three books).
- Audiobooks are indicated by earbuds under the book cover. If you do not see earbuds, the title is an eBook.
- You can filter the results you see by using the “Preferences” option.
- Within lists of titles, there is a three-dot button on the right side of each listing. If the button is white, the title is available. If the button is grey, you will need to place a hold on that title. Tapping this button gives you a list of options for that title.



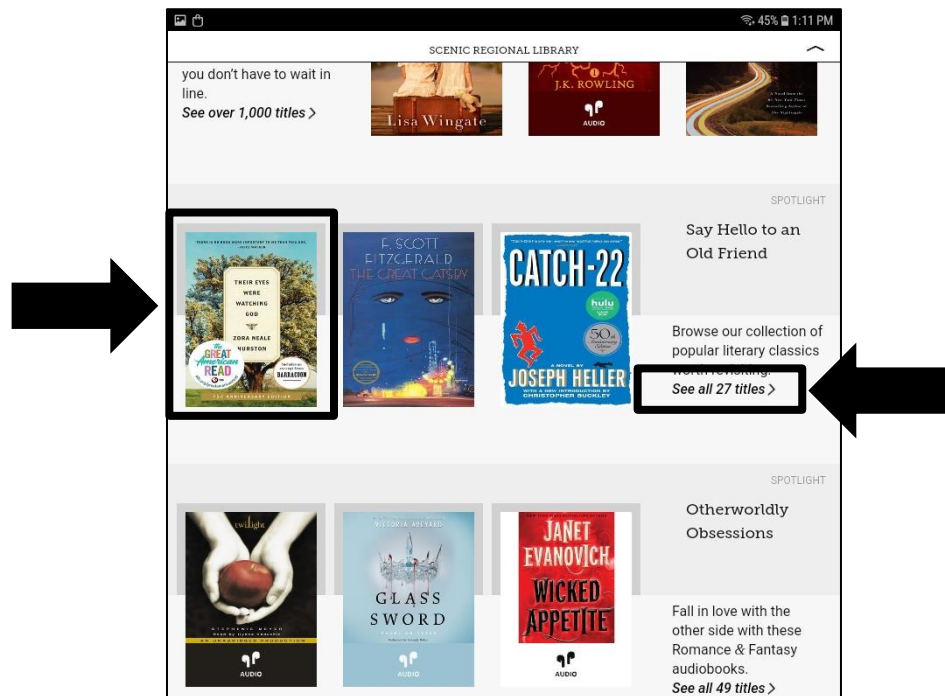
## Borrowing Titles Using the Main Page Collections

Follow these steps to borrow a title from a main page collection.

1. Tap “Library.”

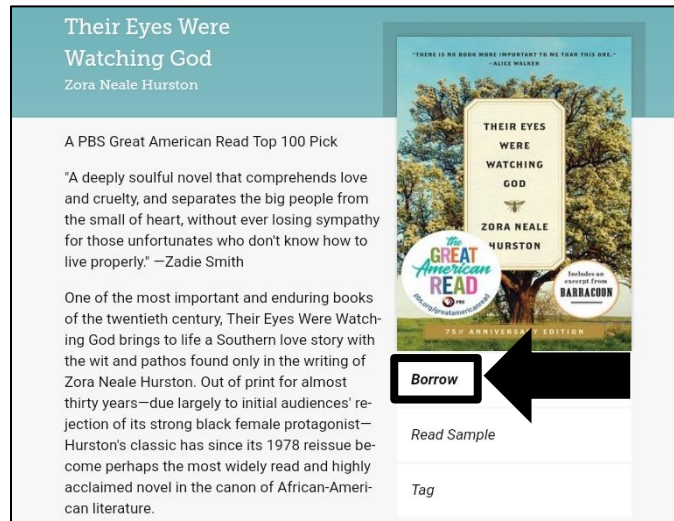


2. Scroll down the main page until you find a collection you are interested in.
3. Tap on a book cover or tap on “See all titles” and then a book cover.

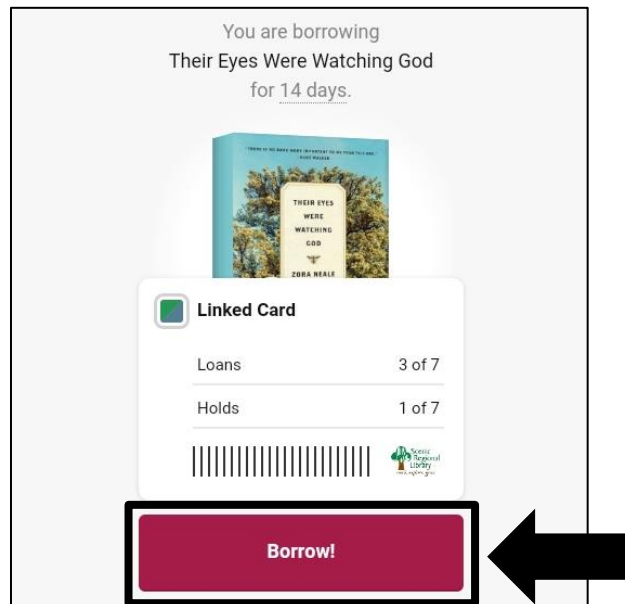


## Borrowing Titles Using the Main Page Collections, continued

### 4. Tap “Borrow.”



### 5. Tap “Borrow” to confirm.



## **Borrowing Titles Using the Main Page Collections, continued**

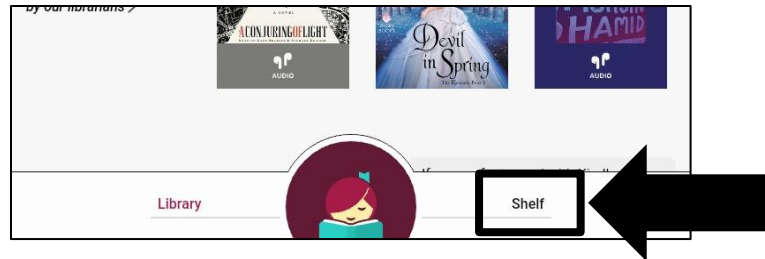
### **Notes**

- If the title you want is not available, tap “Place Hold” to put the title on hold.
- Tap “Tag” to label the book as one you like (thumbs up), dislike (thumbs down), or want to read (stack of three books).
- Audiobooks are indicated by earbuds under the book cover. If you do not see earbuds, the title is an eBook.
- You can filter the results you see by using the “Preferences” and “Refine” options.

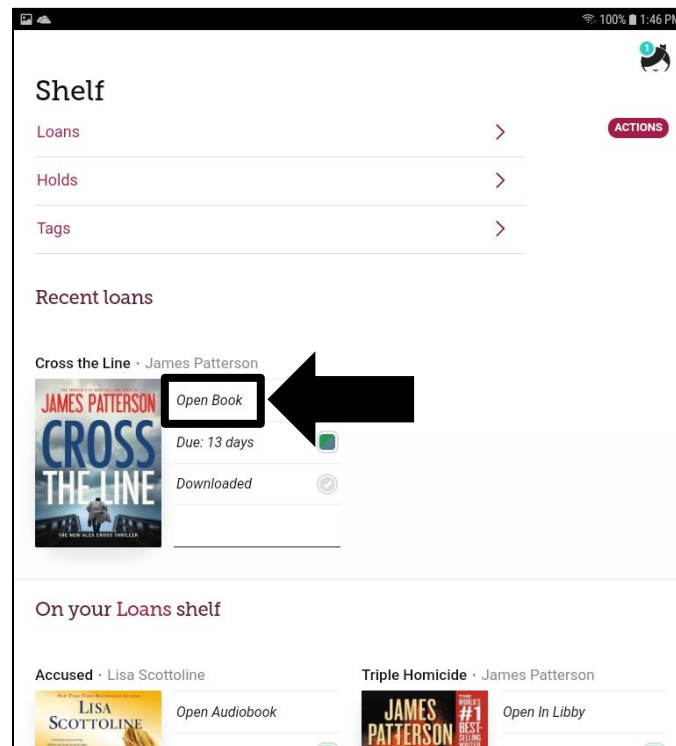
## Reading an eBook

Follow these steps to open and read your eBook.

1. Tap “Shelf.”

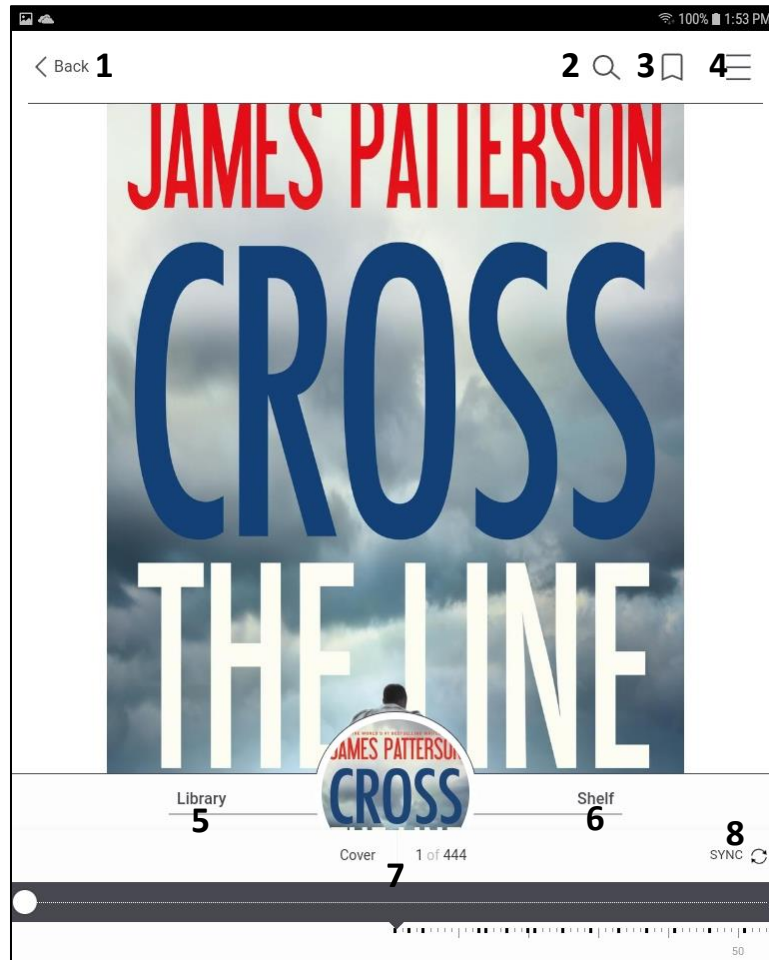


2. Find the title you want to read and tap “Open Book.” Note that if this the first time you are reading an eBook in Libby, it will ask you to choose to read with Libby or Kindle. Since you are using the Libby app on your device, choosing to read in Libby is the most direct way to read your eBook.



## Reading an eBook, continued

Once your eBook has opened, you can tap in the center of the screen to reveal the menus at the top and bottom of the screen. Tap in the center of the screen again to hide the menus.

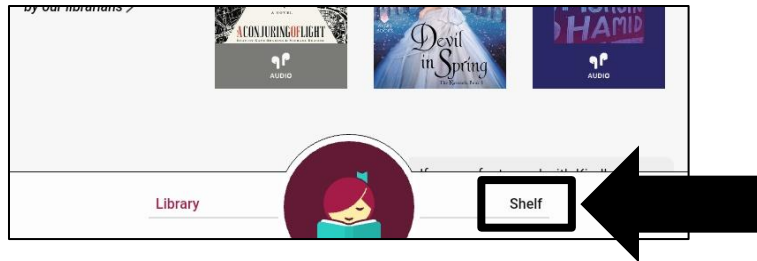


- 1 – Back: Returns you to your Loans page
- 2 – Search: Searches the title for keywords you enter
- 3 – Bookmark: Bookmarks the page you are currently viewing
- 4 – Menu: Reveals a slide drawer menu with the following options
  - Search
  - Chapters
  - Bookmarks
  - History
  - Reading Settings
  - Tips and Secrets
  - Return Loan to the Library (at the very bottom)
  - View Title Details (at the very bottom)
- 5 – Library: Takes you back to the SRL collection
- 6 – Shelf: Takes you back to your bookshelf
- 7 – Status: Displays where you are in your book
- 8 – Sync: Syncs where you left off if you read some of your book on another device

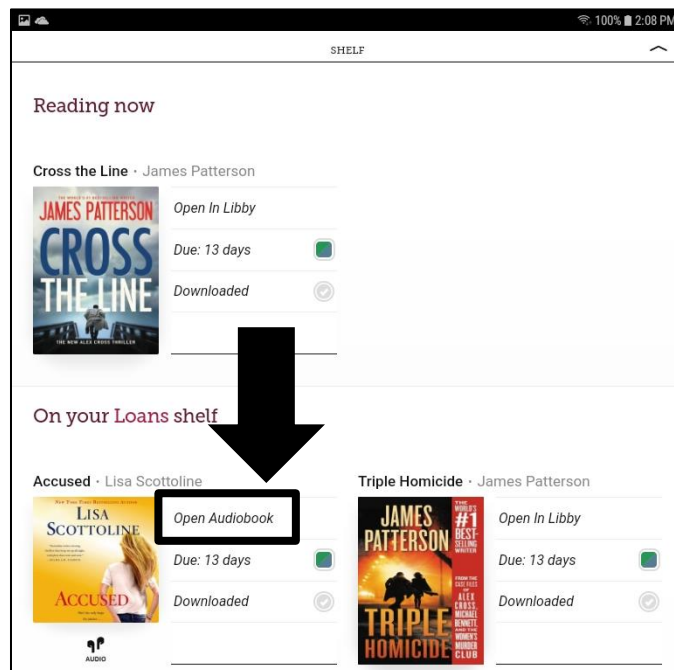
## Listening to an eAudiobook

Follow these steps to open and listen to your eAudiobook.

1. Tap “Shelf.”



2. Tap “Open Audiobook.”



## Listening to an eAudiobook, continued

Once your eAudiobook has opened, you can tap in the center of the screen to reveal the menus at the top and bottom of the screen. Tap in the center of the screen again to hide the menus.

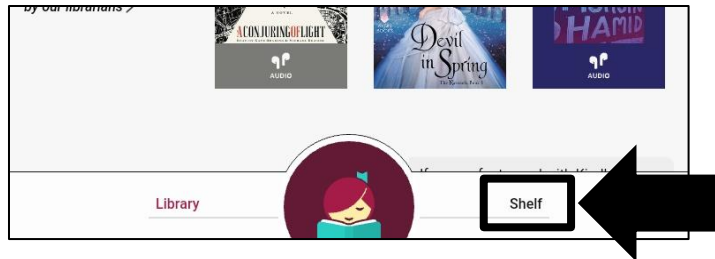


- 1 – Back: Returns you to your Loans page
- 2 – Playback Speed: Increases and decreases the playback speed
- 3 – Sleep Timer: Sets a timer for when your audiobook will stop playing
- 4 – Bookmark: Sets a time-stamped bookmark
- 5 – Menu: Reveals a slide drawer menu with the following options.
  - Chapters
  - Bookmarks
  - History
  - Tips and Secrets
  - Return Loan to Library (at the very bottom)
  - View Title Details (at the very bottom)
- 6 – Library: Takes you back to the SRL's collection
- 7 – Play/Pause Button: Plays and pauses your audiobook
- 8 – Shelf: Takes you back to your bookshelf
- 9 – Status: Displays where you are in your audiobook
- 10 – Sync: Syncs where you left off if you listened to some of your book on another device

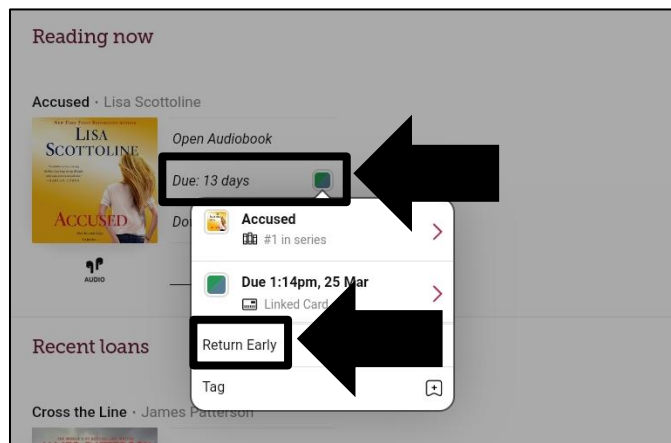
## Returning a Title Early

Follow these steps to return a title early.

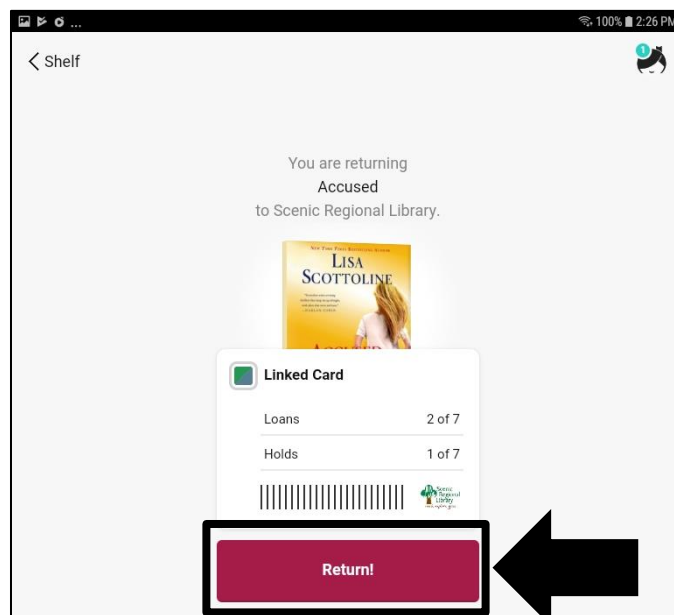
1. Tap “Shelf.”



2. Tap on the due date of the title you want return and tap “Return Early.”



3. Tap “Return” to confirm.

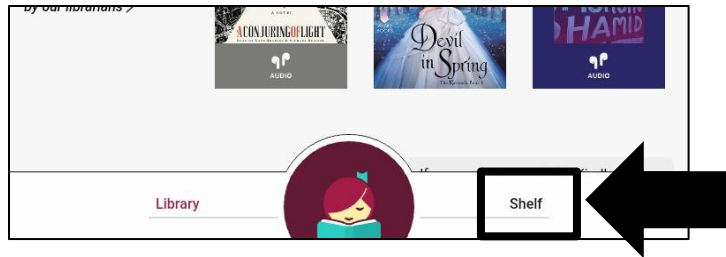




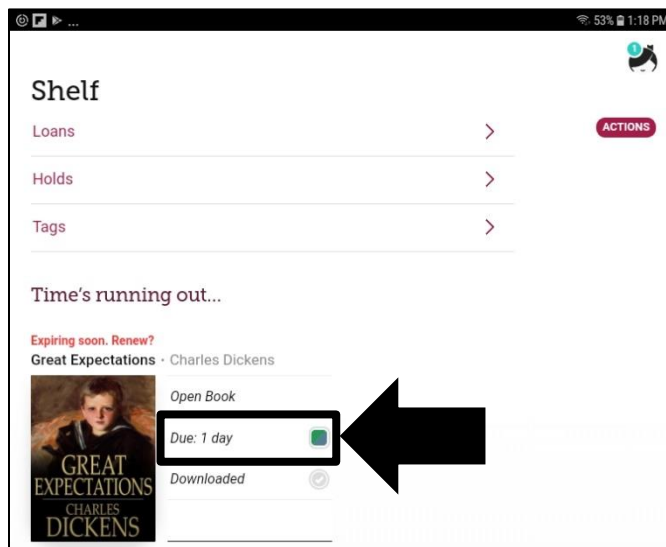
## Renewing a Title

Follow the steps below to renew a title.

1. Click "Shelf."

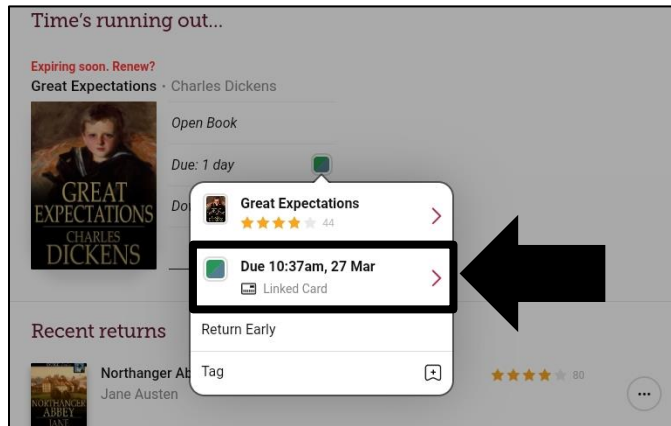


2. Tap the due date.

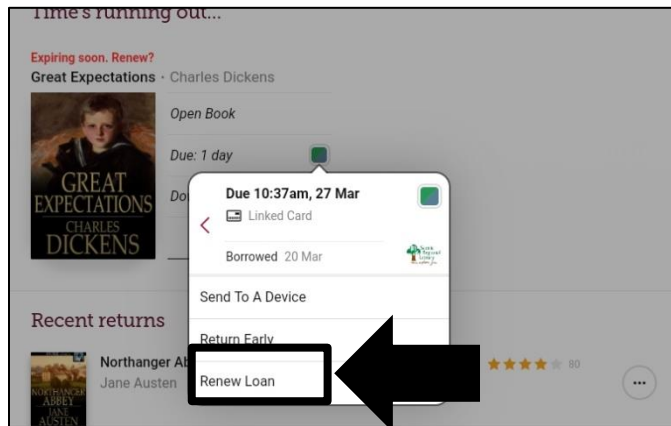


## Renewing a Title, continued

3. Tap the due time and date.



4. Tap "Renew Loan."



5. Tap "Renew" to confirm.

