#### **READING**

Borrowed titles appear on your shelf download to the app automatically when you're connected to Wi-Fi, so you can read them when you're offline.

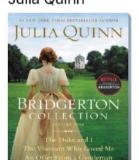
On your shelf tap Loans at the top of the screen. From there, you can:

- Tap Read With... to choose where you'd like to read the book (Kindle or Libby), then finish sending to Kindle or start reading in Libby.
- Tap Open In Libby to start reading or listening in the app.

RECENT LOANS







Open In Libby

Manage Loan

Due In 21 Days

0%

# **BORROWING PRIVILEGES**

- Titles are automatically returned at the end of the lending period. No late fees!
- Check out up to 25 titles at a time.
- Hold up to 25 titles at a time.
- Borrow titles for up to 21 days.

#### **NEED MORE HELP?**

# **REQUEST TECH HELP**

We provide 1-on-1 phone or in-person appointments with staff in our Adult Department for help with UAPL's free digital resources and with basic Apple and Android orientations.

Go to UALIBRARY.ORG and tap on

Request a Technology Help Appointment

to schedule your appointment or give us a call at (614) 486-9621 and press 1 for the Adult Department.

1.12.2024





The library reading app from OverDrive

eBooks/eAudiobooks/eMagazines





















# **GETTING STARTED**

Getting started is easy! Just follow these simple instructions:

What you'll need:

- Your Upper Arlington Public Library card number
- Internet access
- A smartphone or tablet
- The free Libby app, which can be downloaded for free from your device's app store







Libby, by Overdrive

# INSTALL THE LIBBY APP TO YOUR DEVICE

- Install the Libby app from the app store on your Android or iOS device.
- In Libby, follow the prompts to find Upper Arlington Public Library and sign in with your library card number.

# NAVIGATING THE APP

#### In the footer

- Tap to search for titles.
- Tap to open the library collection you were most recently browsing.
- Tap to see your loans, holds, and tags for all your libraries.
- Tap 🕖 to see your timeline.

# **SEARCHING & BROWSING**

#### **TO SEARCH**

- Tap search 🔘 in the footer.
- Enter your search term (e.g., a title, author, or series name) in the search bar.
- Select a search suggestion (if available), or tap search to see all results.

#### **TO BROWSE**

- $\bullet \;$  Select the library icon  $\; \underset{}{ \begin{subarray}{c} \end{subarray}} \;$  in the footer.
- Scroll to see the curated collections, or select "subjects" to choose a genre or to apply your preferences for format, language, audience and availability.
- To filter your search tap the ≡ icon to

filter by Subject, Format, Availability, etc.

# **SEARCHING QUICK TIPS**

If a title is not available, you can place a hold.

• After you place a hold, view your spot in line by going to your Shelf and tapping Holds.

# **BORROWING**

- Once you find a title you would like to borrow select **BORROW** and your title will download to your device.
- Once downloaded you can Open Book, Keep Browsing, or Go to your Shelf

#### RETURNING BOOKS EARLY

Books are automatically returned to the library on their due date. When they're returned, they're also removed from your shelf and deleted from your device (if downloaded).

If you finish a book early, you can return it before its due date using the steps below:

- Go to shelf
- Tap loans at the top of the screen.
- Tap Manage Loan.
- Tap Return Early, then Return.

