

Reading Library eBooks and Audiobooks with the Libby App

Libby is an app where libraries can allow members to borrow and read library eBooks and audiobooks. Users must know their library card number and pin to add a library to the app. Users can put books on hold and add multiple library cards to the app as long as each card is valid. Libby is available on smartphones, tablets, Kindle Fire eReaders, Kobo eReaders, and laptops as a website.

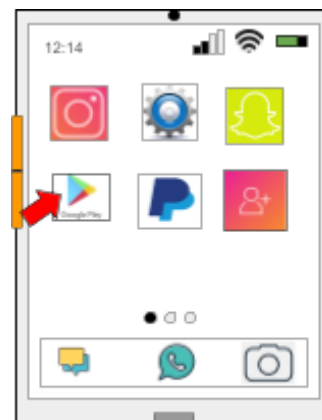
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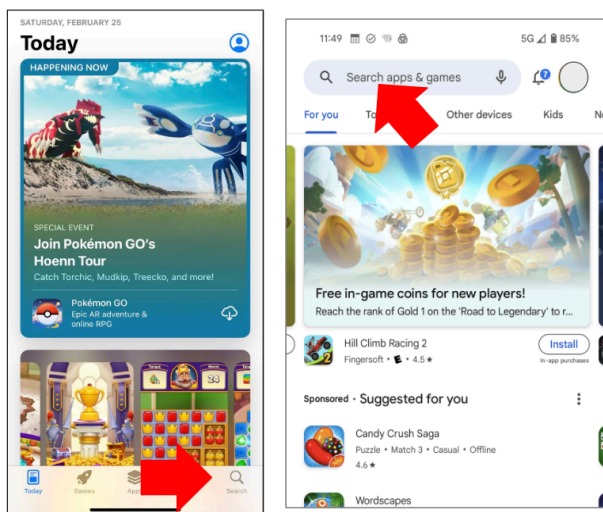
Downloading Libby on Your Device

1. On the home screen, tap on the App Store app (iPad/iPhone) or Google Play app (Android, Samsung, Google Pixel, etc.).



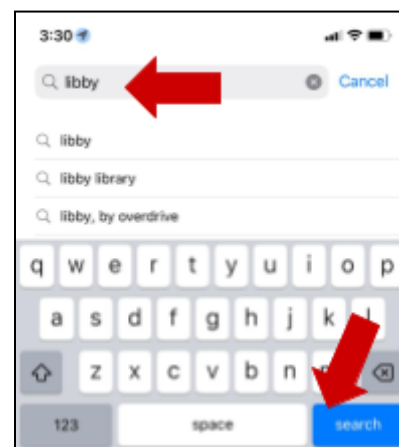
Home Screen

2. Tap on the search icon to display the keyboard.

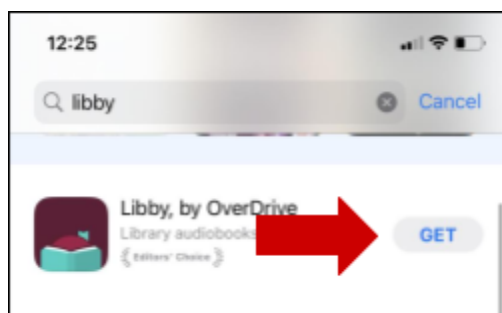


3. Type "Libby" into the search bar (pictured right).

4. Tap "search"/"enter" at the bottom of the screen.



5. Locate "Libby, by Overdrive" and tap on the download icon. Once downloaded the Libby app icon will appear on your home screen.

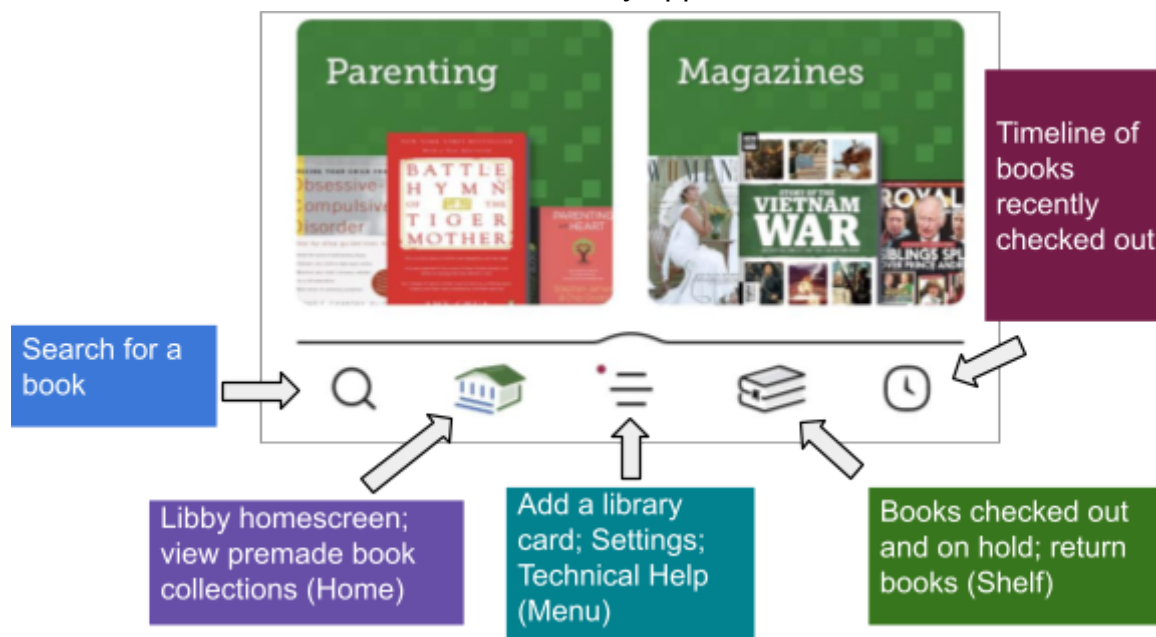


Tech Tip

If you do not see Libby on your device, scroll down by dragging a finger from the bottom to the top of the screen

Icons of the Libby Hotbar

Located at bottom of the screen on the Libby app



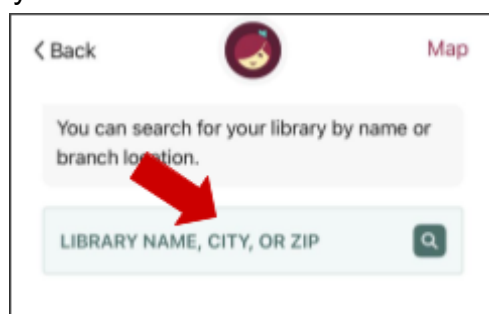
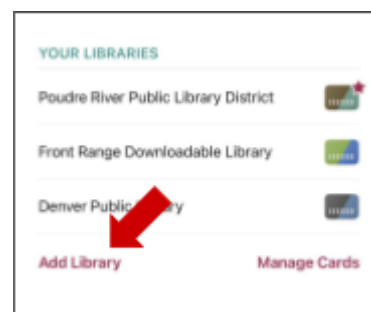
Adding a Library Card

1. On the home screen, tap on the Libby app icon.
If you do not see "Libby on the home screen, drag a finger horizontally to view different pages of the home screen.
2. Tap on the "Menu" located at the bottom middle of the screen.



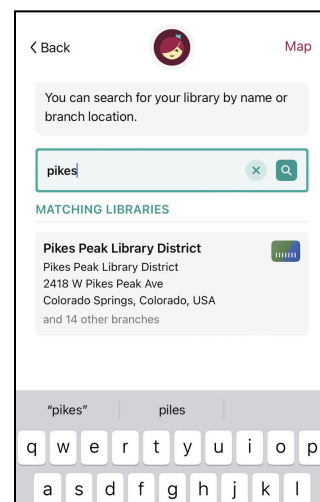
Home Screen

3. Tap the "Add Library" button.
4. Tap on "Library Name, City or Zip" to display the keyboard.

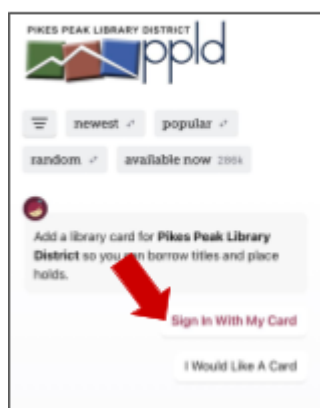


Libby

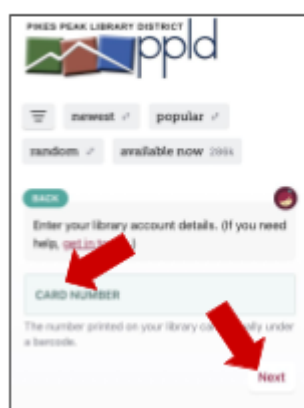
5. Type in the name of your local library.
6. Under “Matching Libraries” tap on your library.
7. Tap on the “Sign in With My Card” button.
8. Tap on “Card Number” type in your library card number. Then, tap the “Next” button.
9. Tap on “Pin” to type in your library pin number. Then tap the “Sign In” button.



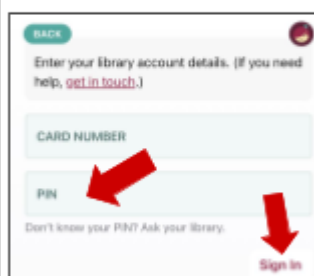
Step 7



Step 8



Step 9



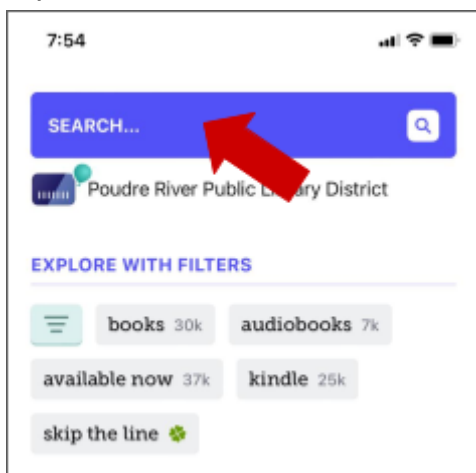
Searching for an eBook/Audiobook

1. On the home screen, tap on the Libby app icon. If you do not see “Libby on the home screen, drag a finger horizontally to view different pages of the home screen.
2. Tap on the “Search” icon located at the bottom left corner of the screen.



Home Screen

3. Tap on "Search. . ." located at the top of the screen to display the keyboard.

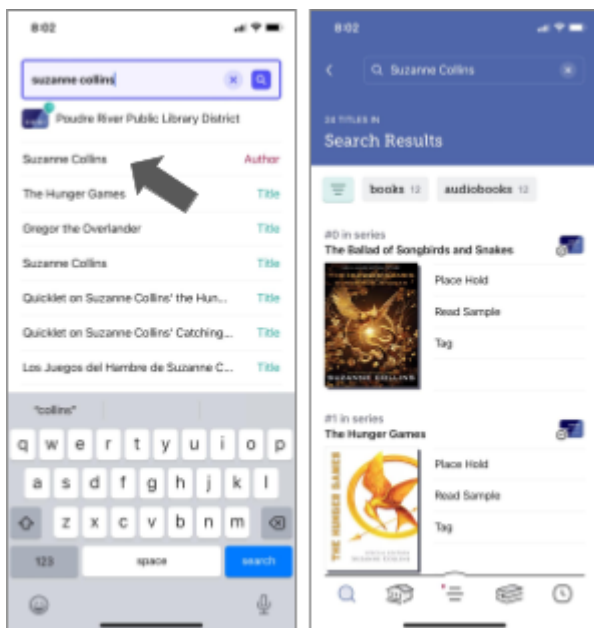


Tech Tip

Tap the rectangle buttons under "Explore with Filters" to browse books if you do not have a specific book you are looking for.

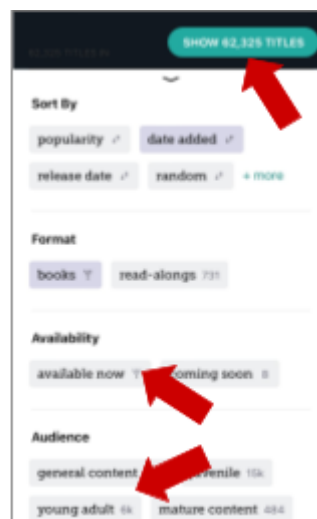
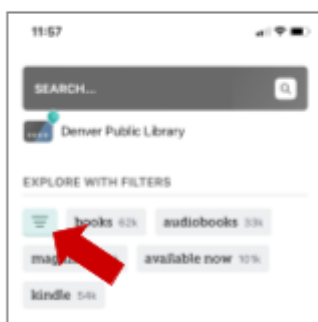
4. Type in a book title, magazine name, or author name.

As you type Libby will generate book titles and authors that you can tap on. You can also tap "Search" to generate more books.

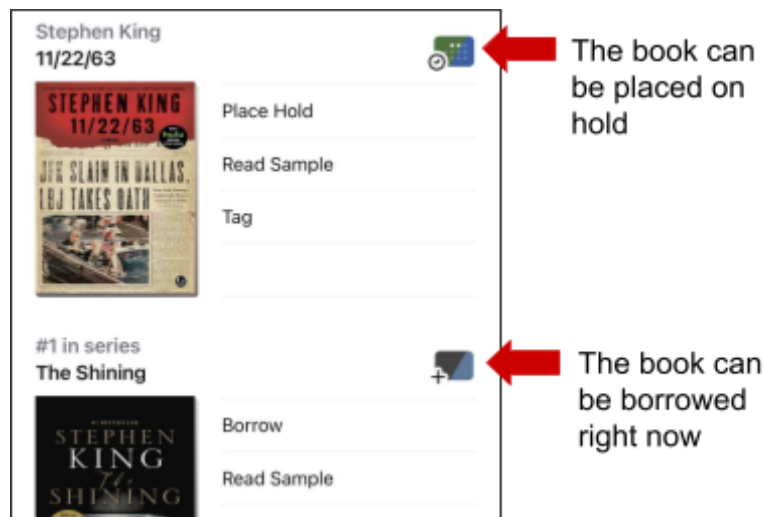


Tech Tip

Utilize filters to narrow down your search



Borrowing Books & Putting Books on Hold



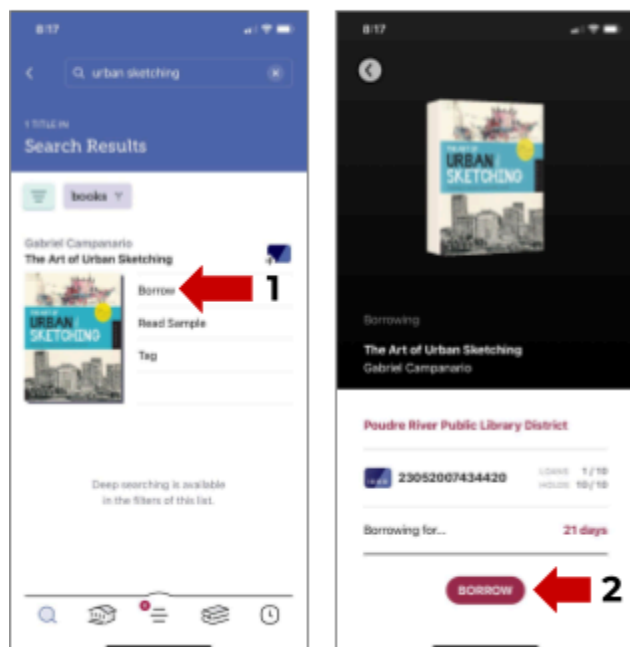
Borrowing a Book

1. After searching for a book, tap “Borrow” next to the book you would like to borrow.
2. Tap on the pink “Borrow” button

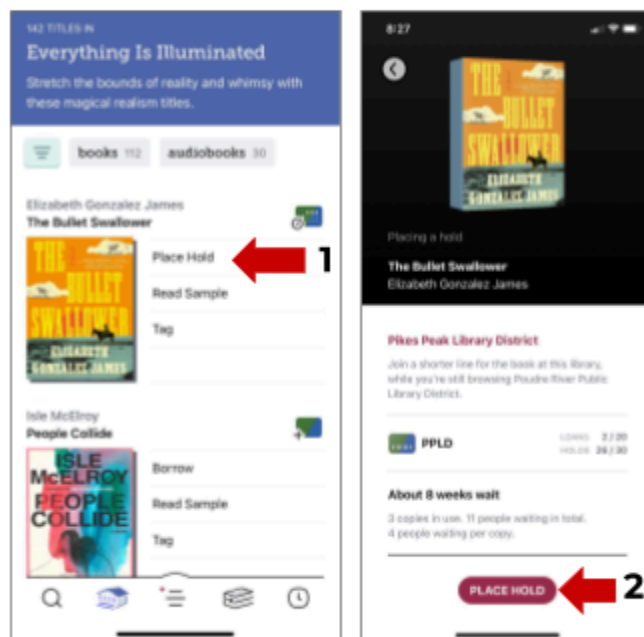
Putting a Book on Hold

1. After searching for a book, tap “Place Hold” next to the book you would like to borrow.
2. Tap on the pink “Place Hold” button

Borrowing a Book



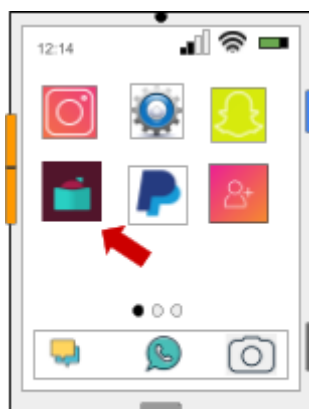
Putting a Book on Hold



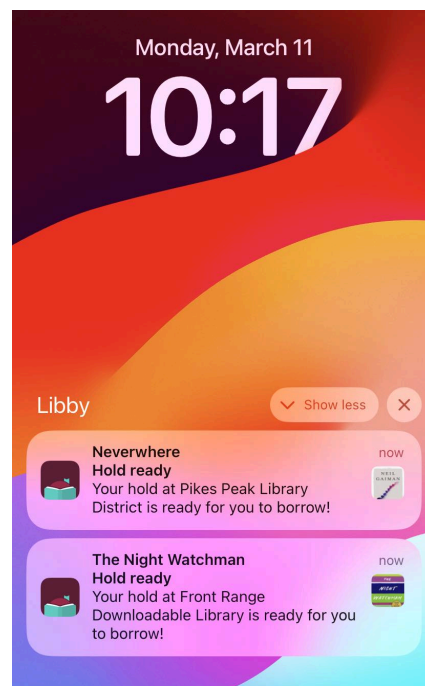
Borrowing a Book placed on Hold

Once a book is available after putting it on hold, Libby will notify you. These notifications can often be found on the Lock Screen of your device (pictured right).

1. On the home screen, Tap on the Libby app icon.



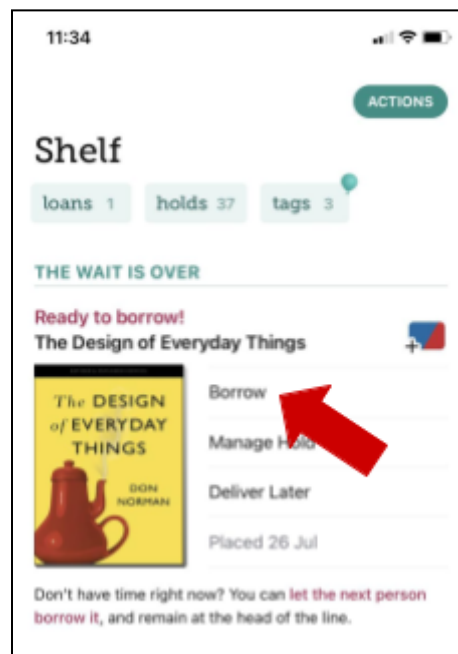
Home Screen



2. Tap on "Shelf" (stack of books) located at the bottom of the screen.



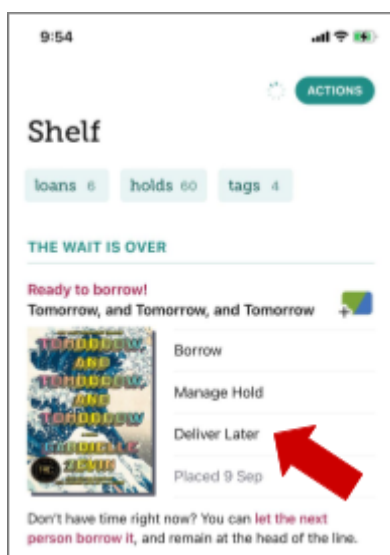
3. Locate a book that says "Ready to borrow!" above it. Then, tap on "Borrow."



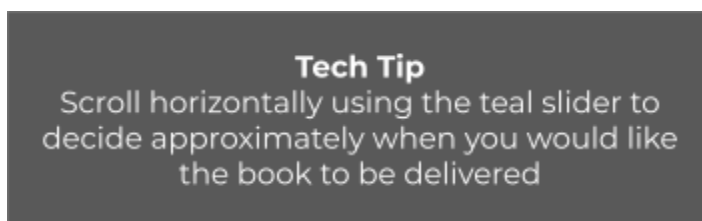
Delaying Delivery of a Book on Hold

When you delay the delivery of your hold, you won't lose your place in line. Instead, it will allow the person after you in the hold line to borrow the book. Then, the next time the book is available, you will be able to borrow it.

1. Tap on "Shelf" (stack of books) located at the bottom of the screen.
2. Locate a book that says "Ready to borrow!" Then, tap on "Deliver Later."



3. Tap on "Update Hold" located at the bottom of the screen.



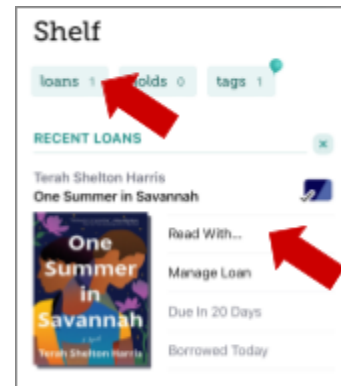
Many libraries allow books to be checked out anywhere from 7 to 21 days, so if there is a limited number of books that library has, your waiting period may be longer than what you set it as.

Opening a Book to Read/Listen

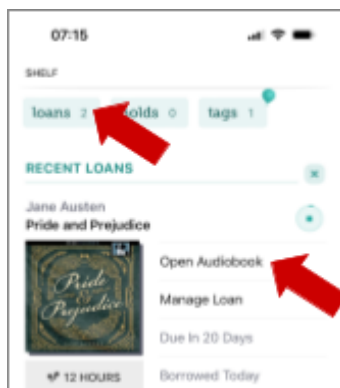
1. Tap on "Shelf" (stack of books) located at the bottom of the screen.



2. Tap on "Loans" located at the top of the screen.



3. Tap on "Read with. . ." for eBooks.
Tap on "Audiobook" for audiobooks.



4. For eBooks, tap on "Libby" (this handout will only cover how to read books within the Libby app).

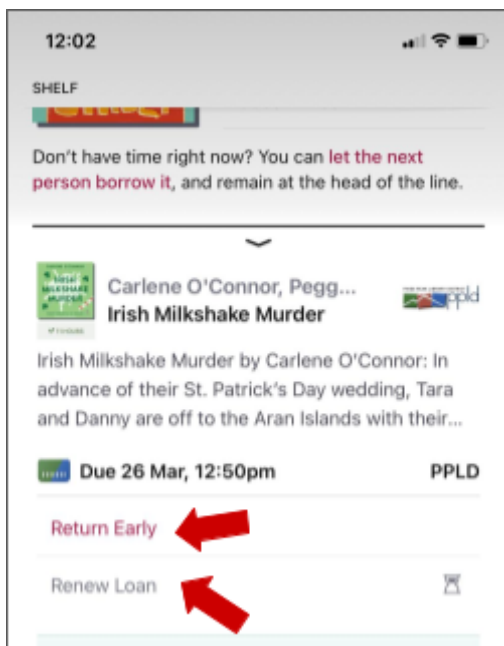
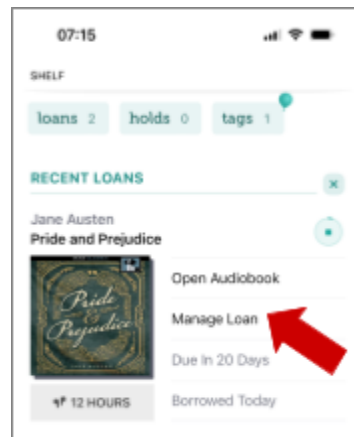


Returning a Book & Renewing a Loan

1. Tap on "Shelf" (stack of books) located at the bottom of the screen.



2. Locate the book you would like to return or renew.
Then, Tap on "Manage Loan"
3. Tap on "Return Early" to return a book.
Tap on "Renew Loan" to extend the return due date for the book (This is only available if no one has the book on hold).



Tech Tip

Libby will automatically return your book on the due date. You will never have an overdue book.

Changing Book Appearance

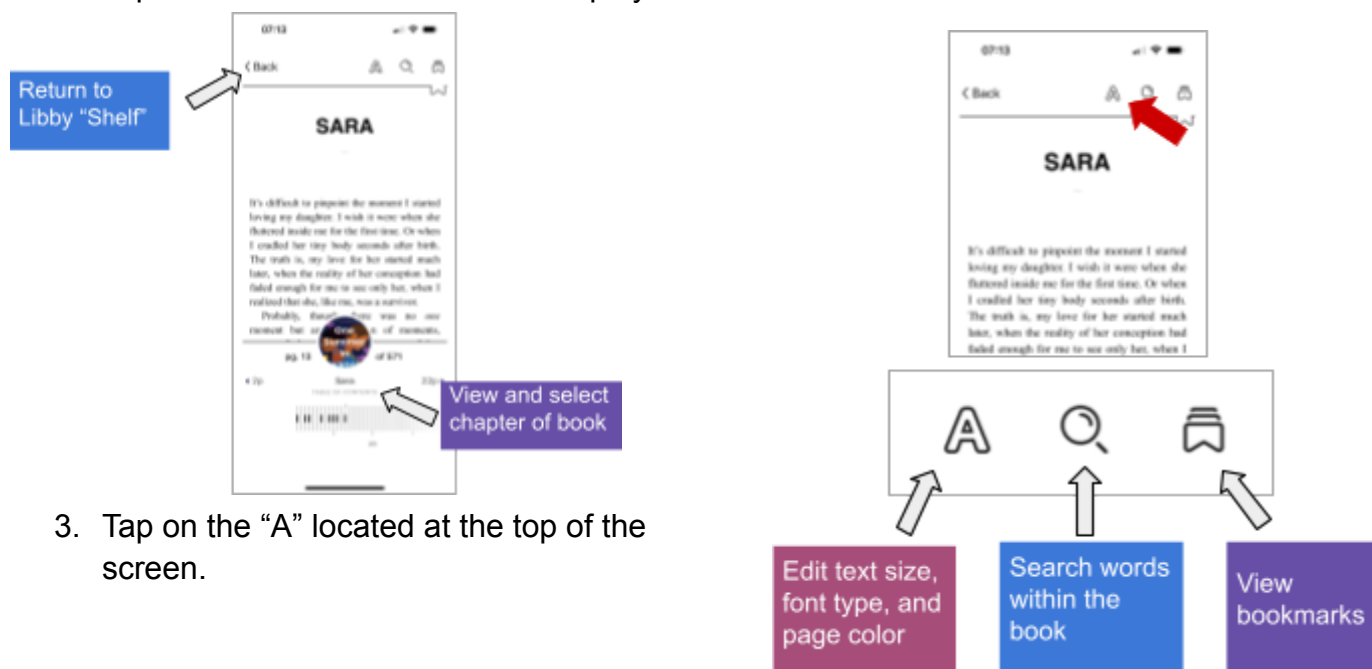
1. Open a book from your Shelf (see pg. 8)

Turn to the next page



Turn to the page before

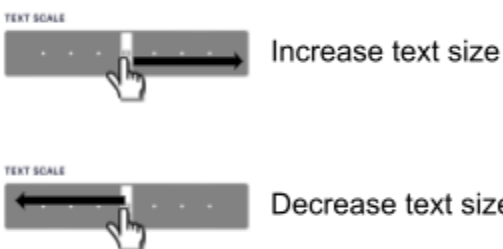
2. Tap the middle of the screen to display the menu.



3. Tap on the "A" located at the top of the screen.

Changing Text Size

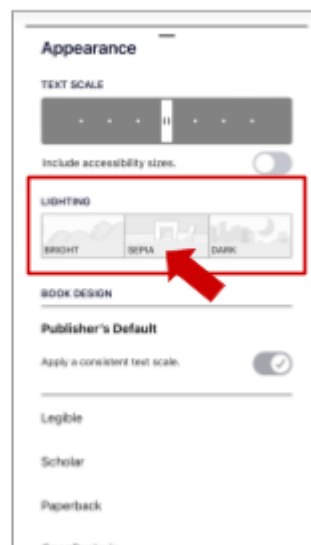
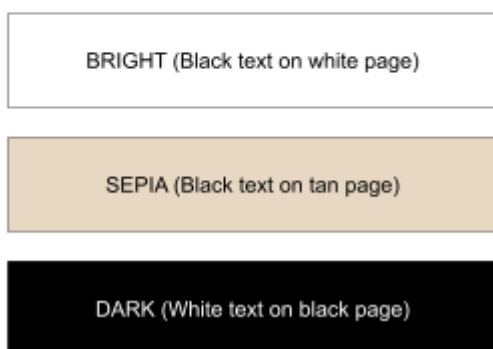
Drag a finger horizontally on the slider under "Text Scale"



Tech Tip
Tap on the button next to "Include accessibility sizes" for larger font sizes

Changing Page Color

Tap on a page color under "Lighting" to change to page and text color



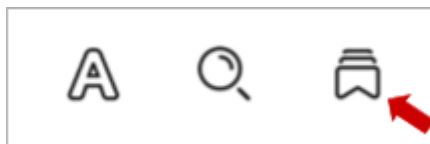
Changing Font Type

Tap on the font type you would like to read with

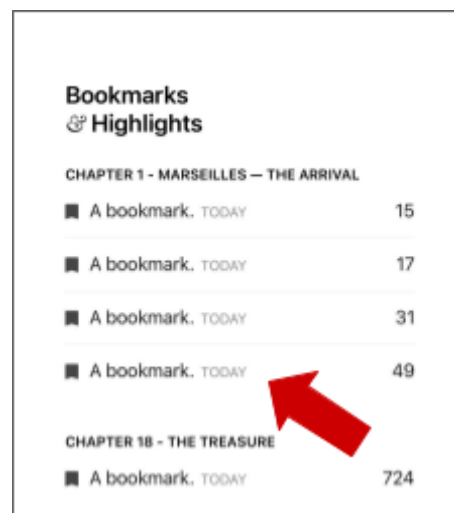


Bookmarking Pages

1. Tap on the top right corner to bookmark a page
Libby will open the book to the page you were on last, so it is not necessary to bookmark when you are done reading.
2. Tap on the middle of the screen to display the menu.
3. Tap on the "Bookmark" icon.

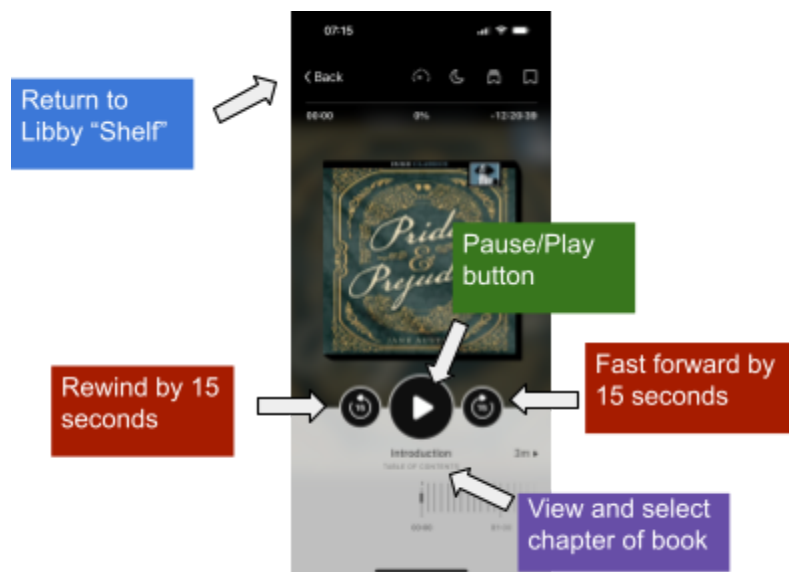


4. Tap on the page you would like to view.

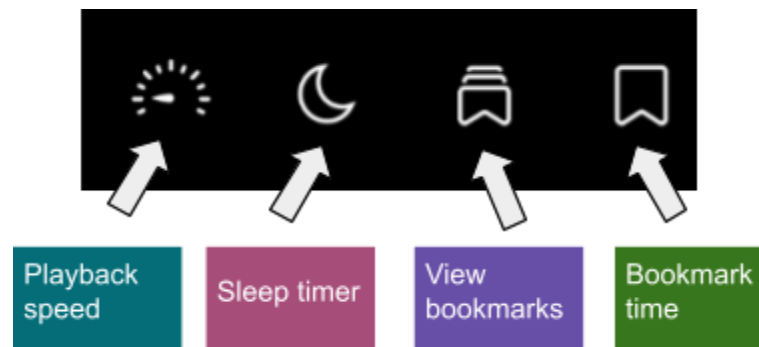


Listening Settings of Audiobooks

Open an audiobook in “Shelf” (see pg. 8)



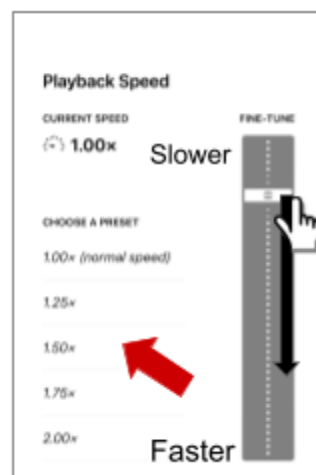
Top right corner icons:



Playback Speed (Speaking Pace)

On the right, drag the slider vertically to increase or decrease the speed

Select a speed on the left



Sleep Timer

On the right, drag the slider vertically to indicate when the audiobook will pause.

OR

Select the amount of time after the audiobook will pause.



Less time

More time