



Libby for Android and iOS devices

Access ebooks and audiobooks from the Library on your device!

Overview

1. Install App
2. Login and Set Library
3. Browse & Borrow
4. Download & Read/Listen
5. Return/Remove
6. Place & Manage Holds

Need more help?

- To view device-specific videos and articles, go to **help.libbyapp.com**.
- To request one-on-one assistance, go to www.cphlibrary.org > click **Get Help** at bottom of page.



CLIFTON PARK
HALFMOON
PUBLIC LIBRARY

www.cphlibrary.org

YOU WILL NEED

- Active card registered at a Southern Adirondack Library System library & less than \$10 in fees
- Wireless enabled on your device and connection to WiFi
- ID and password for your app store
- iOS 9+, Android 4.4+, or Windows 10 for desktop/tablets version 1607 or higher

NOTE: Kindle Fire users please use the OverDrive app. Libby is not currently compatible with Kindle Fire devices.

1. INSTALL APP

a. To install the Libby app:

- Go to the app store on your device > type **Libby** in search box > tap **Libby** > follow prompts to download and install the app.
- *iPad/iPhone*—You may need your Apple ID and password.

b. Tap **Open** after the app is installed or tap on the Libby app on the home screen.



Apple—App Store



Android—Google Play



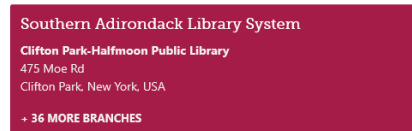
2. LOGIN AND SET LIBRARY

- a. First question: do you have a library card? Tap **Yes**, if you do. If you don't, that's okay! During the Library's temporary closure, you can sign up using your phone number!
- b. Tap **I'll Search For A Library** > Allow Libby to know your location > Select Clifton Park-Halfmoon Public Library
- c. If you have a library card, tap **Enter Library Account Details** > enter Library card number > Tap **Sign In** > Tap **Next**
- d. *If you don't have a library card yet*, tap **Not Yet** and follow the on-screen instructions for entering your phone number.

Note: If installing the Libby app on more than one device, sign in using the same method on each device for your account to sync.

3. BROWSE & BORROW

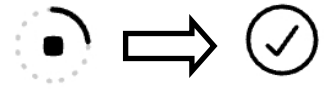
- a. To browse, scroll down. Book covers will appear as well as genre listings. Click on either to explore.
- b. To search for a particular title, at the top of the screen tap **Search For A Book** > type the title or author you're interested in reading.
- c. To check out a title, tap the book cover, then tap **Borrow**. If the title has a holds list tap **Place Hold** to be added to the holds list.
 - Lending period = 14 days
 - Items automatically return at end of loan period



Search For A Book...

4. DOWNLOAD & READ/LISTEN

- When you Borrow an item, it will automatically download to the device on which you checked it out.
- *To begin reading/listening to your ebook/audiobook*, wait until the check mark with a circle around it appears next to the book. Tap **Open Book**
- You will be asked where you would like to read it. Tap **Libby**. Begin reading.
- Audiobooks: When the check mark with a circle around it appears, it is ready to open. Tap **Open Audiobook**. Tap the triangle play button.



5. RETURN/REMOVE

Items checked out automatically expire after the 14-day loan period.

- *To return item early*, tap **Manage Loan**, then tap **Return Early**.

6. PLACE & MANAGE HOLDS

- *To manage holds*, tap **Shelf**, then tap **Holds**. Tap **Manage Hold**.
- Suspended holds will make progress on the waiting list, but the title will not become available for you to borrow until the suspension period is over.
- To set notifications, tap the Libby icon in the upper right hand corner of the screen. Tap **Manage Notifications**. Set up notifications based on your preferences.



*NOTE: Use **Library** and **Shelf** at the bottom of the screen to navigate between books that you have borrowed or put on hold and browsing for new titles.*

HELP & SUPPORT

- Tap the Libby icon in the upper right hand corner of the screen.
- Tap **Learn Libby**
- Explore **Libby Academy** topics of interest.