

6

Partner Libraries

By adding these Library Partners to your **Libby** account, you can borrow items from all the added collections.

The **Libby App** will even inform you if a linked partner library has a shorter wait.
Go To Menu



At "Add Library", insert the Partner Collections below

Add Library

Manage Cards

*partner libraries subject to change

Return

Books are automatically returned to the library on their due date.

To Return Early . . .

- Tap the **shelf icon**  Shelf
- Tap **LOANS** at the top of the screen
- Tap **Manage**
- Tap **Return Early** and then tap **Return**

If a book is returned before you finish, you can check it out again, Libby will remember your place.

Kindle

- Libby will direct you to Amazon. Log into account & then tap **Get Library Book**.
- The book will be delivered to your **Kindle**.
- Please scan this **QR** code for more information on using Libby on your Kindle.



Helpful Tips

- You can check out materials anywhere in the world you have Internet and download for offline use.
- Set interests, reading age, and default checkout length (7, 14 & 21 days) in **Settings**.
- Check out 8 items at a time and have 8 items on hold in WDL. Each Partner Library has different time, hold & checkout limits.
- Audiobook speed can be changed while listening. Just click the speedometer icon.



Questions?

Branch District Library

517-278-2341

www.BranchDistrictLibrary.org

IT@BranchDistrictLibrary.org



Libby.

START GUIDE

Borrow ebooks,
audiobooks &
magazines



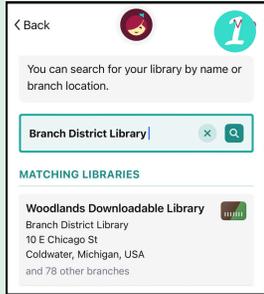
BRANCH
DISTRICT LIBRARY

1 Getting Started

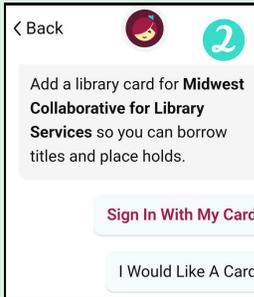
- Download & Open the Libby App from your App Store.
- Libby will guide you through the steps.



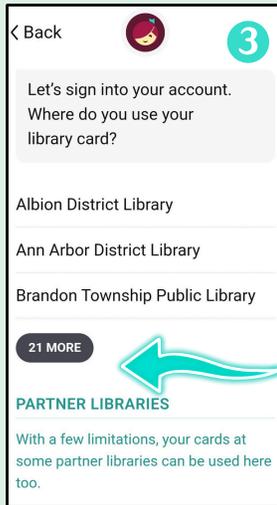
Libby App



- Type **Your Library name.**

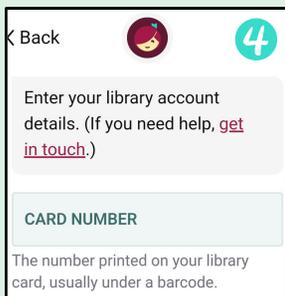


- Select **Woodlands Library Cooperative**, choose **Sign in with My Card.**



- Click here to find **Your Library.**

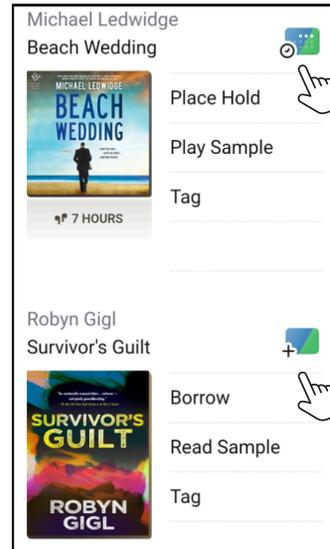
- Your Library card will also work with Partner Library collections. See Page 6.



- Enter your entire **library card number.**
- You are now signed up to **READ!**

2 Navigating the App

Icons at the Bottom of Screen



Wait List

- This icon means the title is currently unavailable.
- Tap **Place Hold.**

Earbud icon indicates audiobook format
This indicates Playing Time at average speed for that book.

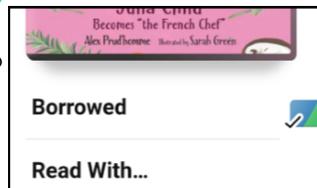
Available

- This icon means the title is currently available.
- Tap **Borrow** to checkout.

3 Reading

Once you have borrowed an item, tap **Go To Shelf** or the **bookshelf icon**

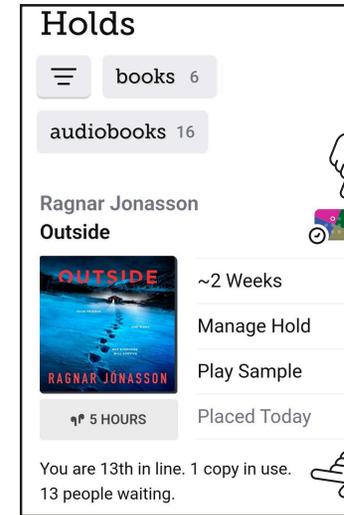
- Read on website or choose Reading App in **Read With.**



- Select **Libby** to read on your phone or tablet.
- Select **Kindle** to read with your Kindle device or Kindle App.

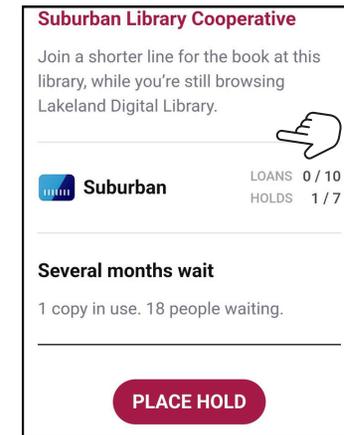
4 Holds

Digital books are not unlimited in quantity. Place a **Hold** to get a notification when the item is available.



- Hold** items from multiple libraries. Click here & find out which Partner Library has the item & its availability.

- Length of hold in the library you are searching in.



- Feature: **Libby** will notify you at **Hold** if any Library in "Your Libraries" has a shorter hold list.

5 Magazines

- To find a magazine tap or search **Magazines.**
- Select **Magazines.**
- Refine by subject.
- Select the title and issue you want.
- There are no limits on magazine checkouts.
- Magazines do not count toward your total number of checkouts.
- To subscribe to a magazine, select **subscribe** and add the title to a **Notify Me** tag.

