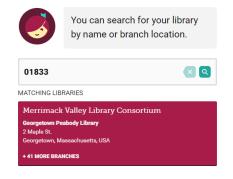
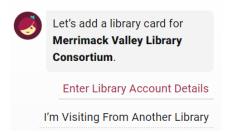
#### **Getting Started**

- Download the Libby app from your App Store on your device and open the app.
- Libby will ask if you have a library card.
   Choose Yes (If not contact your library)
- Libby will guide you through adding your library and library card:







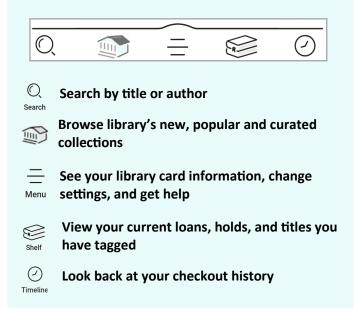
Enter your entire library card number and PIN.

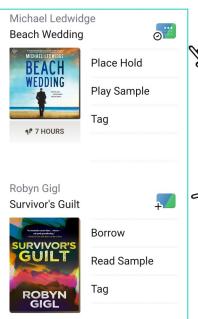
If you don't know your PIN, contact your library.

You are now ready to start reading!

### Navigating the App

#### Icons at the bottom of the screen





Earbud icon indicates audiobook format



This icon means the title is currently unavailable

Tap Place Hold

#### Available

This icon means the title is currently available

Tap **Borrow** to checkout

#### **Reading and Returning**

 Once you have borrowed an eBook, tap the bookshelf icon at the bottom of your screen

Borrowed

Read With...

• Tap Read With



- Select Libby to read on your phone or tablet.
- Select Kindle to read with your Kindle reader.



- When you select Kindle you will be taken to Amazon, log into your account and tap the Get Library Book button.
- The eBook will be delivered to your Kindle.

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

To **Return Early...** 

• Tap the shelf icon



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

## **Audiobooks**

After borrowing an Audio book tap Open
 Audiobook the tap the play/pause button



 You can adjust narration speed, set a sleeptimer, mover forward or back 15 seconds and create bookmarks (Libby will remember your place!)

#### **Magazines**

- To find magazines tap
- nes tap Q
- Select Magazines
   You can then refine by subject,
   and select the title and issue
   you want to check out.



 Magazines do not count toward your total number of Checkouts.

#### **Helpful Tips**

- You can checkout books from anywhere in the world as long as you have an internet connection.
- Titles will automatically return themselves on the due date, no action is needed on your part.
- If a book is returned before you finish, you can check it out again and Libby will remember your place.
- The default checkout length is 21 days.
- For MVLC, you can check out 5 items at a time and you can have 10 items on hold.
- Digital books are not unlimited in quantity so there may be holds on the book you want.
   Tap \_\_\_\_\_\_ to see the estimated wait time.
- There is no limit on magazine checkouts.
- The time listed beside earbuds is the total playing time.
- Your card can be used at Library networks throughout the state!

Tap 

then tap on the Merrimack Valley Library Consortium. Select 'Add Library'. Use this to search other libraries. For example, search for the Beverly Public Library and you'll see NOBLE Network. Select that and "Sign In With My Card". Enter your library card number and PIN. All your loans will appear in the same place, and you can switch between Library Collections.

Questions? Contact us at 978-352-5728

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# QUICK START GUIDE

Borrow ebooks, audiobooks & magazines

