Set-Up Libby

Navigate the App

Helpful Tips



- 1. On your smart device, search and download the free Libby App in your device's app store. Or on your computer, visit www.libbyapp.com within your Chrome, Firefox, Safari, or Edge browser.
- 2. Search for and select *Old Colony Library Network* as your library.
- 3. Select Sign In with My Card and enter your SPL library card number and PIN. If you don't remember your PIN, try the default of 'OCLN.'
 - If you must reset your PIN, visit www.catalog.ocln.org, click *Log In* and then click Forgot my PIN.

You may also borrow from other **Massachusetts library networks!**

- Boston Public Library
 - Minuteman NOBLE
- CLAMS CW MARS

- SAILS
- - Merrimack Valley

with Other Networks:

- From Menu, tap Add Library and search for 'Old Colony'. All partner networks will appear; choose a network and then select Sign In With My Card.
- Under Partner Libraries, scroll and select Old Colony Library Patrons. Add your OCLN card number/PIN and tap Sign In.
- Repeat for each network.
- In *Menu*, you must swap between networks and browse each catalog separately. A star indicates the currently selected catalog.









○ Search

- Search by title, author or keyword.
- Audiobooks are designated by earbuds: ¶
- Tap a book cover to view more details.
- Tap **Borrow** to immediately borrow a title. If a title is unavailable, you may place a Hold and will be notified once the hold is available to you.

Library

• Browse the catalog for the library network you currently have selected.

Menu

- Add and manage your library cards.
- Select *Settings* to view and manage notifications and to customize your reading and listening experience.
- Receive further assistance with *Get Some Help*.

Shelf

- View your loans, holds, and tags for all of your saved networks.
- Tap *Manage Loan* to suspend/cancel holds or to renew, return, or view due dates of current loans.

Timeline

View your Libby activity and loan history.

Filter your Search

- After you guery a **Search** or before you browse via Library, click the filter icon (as seen above) to refine your search by subject(s), audience(s), language(s), popularity, release date, and more!
- You may wish to filter by 'Available Now' to avoid holds and waitlists - or 'Kindle' to search only Kindle-eligible ebooks.

similar ≈ Browse Readalikes

 Click a book cover in the catalog to view more details. Then, click Similar~ to browse suggested titles similar to that book.



Compare Availability and Wait Time on All Saved Networks

• Tap on the *library card + icon* (as seen above) next to a title in the catalog to compare the availability/wait time for that item across all saved networks. You can then borrow or place holds on the item right from this list!

TBR Create Tags

- Create a tag to easily categorize and organize your reads. Tags can be created directly within the catalog, after you click into an item's details, or by going to **Shelf** -> Tags -> Actions.
- A TBR (to-be-read) or Wishlist tag is a great way to maintain reading goals!
- You may view and manage your customized tag lists within your **Shelf**, under **Tags**.

FAQs

1. Do I need an internet connection to use Libby?

An internet connection is required to browse the catalog and to download items to the *Shelf*. But, you may read or listen to downloaded content on your *Shelf* offline.

2. Can I borrow a Kindle ebook?

Yes. Libby can send eligible ebooks to your Kindle device or Kindle App through your Amazon account.

- Need to switch a current loan to Kindle?
 - Go to Shelf -> Loans -> Manage Loan -> Read With... -> Kindle
- Prefer to read on your Kindle for all future borrows?
 - Go to Menu -> Settings -> Read Books With... -> Kindle

3. Can I renew a book?

Yes. If there are no holds on the title, you can renew 72 hours before it is due.

Go to Shelf -> Loans -> Manage Loan -> Renew
Loan -> Renew

If you are placed back on a waitlist, Libby will still remember your place in the book.

4. How do I return an item?

Books are automatically returned on their due date. They are also removed from your Shelf and deleted from your device.

5. Why won't Libby authenticate my SPL library card?

If you have not used your library card in some time, your account may no longer be active in our system. Please contact the Circulation Desk for assistance (x1420).







Compatible with:

- Windows, Mac, Chromebook computers and laptops (via browser at libbyapp.com)
- Smart devices with:
 - iOS 10+ (via Apple App Store)
 - Android 5.0+ (via Google Play)
 - Fire OS 5+ (via an OverDrive download within the Silk browser)

Additional Questions?

Contact the **Reference Department** at:

- reference@sharon.ocln.org
- (781) 784-1578 x1422 or x1429



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