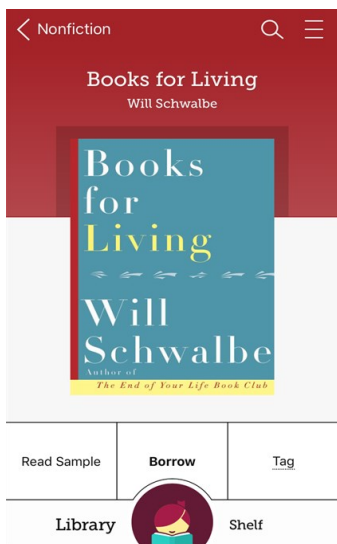
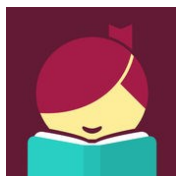


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Step 1: Create Your Account

- You'll need: A valid Glenview Library card, an internet connection and a compatible device.
- Download the **Libby®** app from your device's app store.
- Open the **Libby®** app and tap **Find My Library**. Follow the prompts to select your library and add your library card information.
- Tap **SIGN IN**.

Step 2: Browse Your Library's Collection and Borrow a Title.

- Scroll down the page to browse the collection or tap **Library** in the footer to see more search options. To find a specific title, type it in the **Search** box at the top of the screen. To narrow by availability, tap the ⊕.
- Tap a book cover to select a title.
- Tap **Borrow** and your library card will display. If you would like to change your loan period, tap the displayed loan period above the book cover for other options. Tap **Borrow** again and the title will download automatically when you're connected to Wi-Fi.
- If the **Borrow** option does not display, it means the item is checked out and unavailable. Tap **Place a hold** and you will be notified by email when it is available.

Step 3: Read

- Tap **Open Book** to read or listen to your book.
- The **Title Circle** in the footer will display your most recently read title.

SEE REVERSE SIDE

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F.A.Q.

What mobile devices are compatible? Libby is available for Android 4.4+, iOS 9+ (iPhone/iPad/iPod touch), and Windows 10 (desktops/tablets/mobile).

Can I access materials on my computer? The Libby app works on Windows 10 computers. For other operating systems, please see <https://help.overdrive.com/customer/portal/articles/1481729>.

What is the lending policy for MyMediaMall items? You can borrow five items at once. You may choose to check audiobooks and ebooks out for 7, 14, or 21 days. At the end of the loan period, materials will automatically be returned.

How do I change my loan period? You can change your loan period for each title before you borrow it. After you tap **Borrow**, tap the underlined loan period on the confirmation page (before you tap **Borrow** again). Then, select a new loan period for that title.

Can I return an item before its due date? If you'd like to return an item early to make space on your account, tap **Shelf** in the footer to view your **LOANS** page. Tap the item and then tap **Return Title to Library**.

Can I renew items? Yes. The option to renew will appear three days before a title is due. Tap **Shelf** in the footer to view your **Loans** page. Tap the item and then tap **Renew Loan**. If there are holds on the item, you may tap **Request Again** to be placed back on the holds list once your loan expires.

Can I use my account on multiple devices? Yes. Tap **Device Preferences** from the top right menu to update your preferences for downloading titles. For example, you may wish to read all eBooks on a Kindle, while listening to audiobooks on another device.

Can I keep track of titles I'd like to check out in the future? Yes. From any item's page, tap **Tag**. Tap **Shelf** in the footer to access your **Tags**.

I still need help! Stop by the Reader Services Desk, send us an email at mediamallhelp@glenviewpl.org, or call us at **847-729-7500 x 7600**. You may also tap **FEEDBACK** in the top right menu to contact **Libby** support. For additional information and troubleshooting, go to <https://help.libbyapp.com>.

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