



Getting started with **libby**

The Libby app is a new, one-tap reading app for borrowing digital books and audiobooks from your library.

Libby is an app by OverDrive, which you can use to access eBooks and audiobooks on your mobile device.

What you will need to use Libby:

- A Huntsville Public Library card, that is up to date and in good standing.
- Apple or Android mobile device, or a Windows 10 computer with Internet access.

Follow these steps to download eBooks and audiobooks.

1. Download the Libby app.

Download the free Libby app by going to the App Store (Apple), Google Play (Android) or the Microsoft Store (Windows 10) and search for "Libby, by Overdrive".

2. Add Huntsville Library's OverDrive collections to your app.

- Pick "I'll Search For a Library" and type in "Huntsville". Look for Huntsville, Ontario.
- Or pick "Yes, Guess My Library" for Libby to find the library closest to you.
- Choose "Ontario Library Service Consortium".

3. Sign in with your library card.

- Once you have chosen "Ontario Library Service Consortium," you will see the sign in page.
- Select "Sign In With My Library Card".
- Select "Huntsville Public Library" from the list.
- Enter your card number (full 14 digit card number, no spaces).
- Enter your PIN (last 4 digits of your telephone number).
- You will now see your linked library card. Select "Enter the Library" to go to our OverDrive portal.
- Once in the portal, you can add other library cards (eg. Lake of Bays, Bracebridge etc.) by selecting the "Actions" tab.

4. Look for eBooks or audiobooks.

- Browse new titles featured on the home page.
- Or scroll down on the page to browse different collections/genres.
- Or search for a specific title or author using the search box at the top of the screen.
- You can narrow your results by pressing the "Preferences" button to bring up additional search options (including limiting to only include 'Available Titles').
- Tap on a book cover to get more information about the book, or to borrow it (if available), or place a hold (when not available).

5. Downloading an eBook or audiobook.

- Tap on "Borrow" to check the book out. Your book will automatically download.
- Tap "Go to Shelf" to go to the Shelf. Here you can read your book (by pressing "Open" or "Resume), and see all of the other books you have checked out.
- You can have up to 10 items checked out per library card.

Reading/listening, renewing, returning and placing holds.

Reading eBooks or listening to audiobooks.

- Tap the “Shelf” button on the bottom of your screen. This will bring up all of the books you have checked out.
- To open your book, tap on “Open” or “Resume.”
- For eBooks, turn the pages by tapping or swiping to the left or right. Tap the centre of the page to bring up the table of contents, bookmarking, and other features such as font size.
- For audiobooks, swipe right or left to move forward/backward by 15 seconds. Tap the centre of the page to access the table of contents, bookmarking and other features such as a sleep timer or adjusting playback speed.

Renewing or returning eBooks and audiobooks.

- Tap the “Shelf” button on the bottom of your screen. This will bring up all of the books you have checked out.
- In the Shelf, you can tap on the cover of a book to bring up more options.
- Tap on the “Renew Loan” option for renewals. This feature will only work during the last 3 days of the lending period. Titles with holds cannot be renewed.
- Tap on “Return Loan to Library” to remove the book from the Shelf and return it to the library.
- eBook and audiobooks expire automatically, but you can return them before the due date.

Placing a hold.

- If an eBook or audiobook is unavailable, you can place it on hold.
- Once you find the book you want, tap “Place Hold.”
- You can edit the details of your hold by immediately tapping “Edit Hold.” Here you can change your email address information, and if the hold will be automatically checked out to your account.
- You can edit any holds by going to the Shelf and by selecting “Holds.”
- You will also find an estimated arrival for your hold by selecting “Wait List.”
- You can cancel your hold by selecting “Manage Hold” and then “Cancel Hold.”

Settings and more information.

Settings for the Libby app.

- For more settings, tap on the Libby icon in the top right hand corner of your screen.
- With the “Add a Library” option you can add additional libraries. If you belong to another library that is not a part of the “Ontario Library Service Consortium”, you can add them (eg. Toronto Public Library).
- Use the “Add a Card” option to add additional library cards for libraries that belong to the “Ontario Library Service Consortium” (eg. Lake of Bays, Bracebridge and Gravenhurst libraries).
- You will also find additional settings and support options by tapping on the Libby icon.

Additional information

- Libby is compatible with the following devices:
 - Apple devices running iOS 9+.
 - Android devices running version 4.4+ (KitKat).
 - Windows 10 (for desktops/tablets), versions 1607 and later.
- Libby is not compatible with Kobo or Kindle eReaders.
- Students, teachers and parents with Trillium Lakelands District School Board (TLDSB) must still use the OverDrive app. Libby is not currently compatible with TLDSB accounts.