

USING EBOOKS & AUDIOBOOKS ON YOUR Smartphone or Tablet

iPad, iPhone, iPod Touch
Android or Windows 10/11 device



Setting Up Libby

1. Begin by installing the **Libby** mobile app from your app store. **The Libby app only works on iOS 10.0 and up and Android 7.1 and up.**
2. Open Libby and find your library. You will find PCIN libraries under **downloadLibrary**. You can also search by city, postal code, or by allowing your device to share its location.
3. To save a library, **Add a Card**. You will need to select your library again, enter your full library card number (no spaces), and then your PIN (last 4 digits of your phone number). Tap **Sign In**. If you have multiple people sharing the same device, you can add additional cards.

Searching For & Downloading Titles

1. Tap the **Search Icon** (magnifying glass), on the left of the toolbar.
2. Enter your title, subject, or author search terms and click **search** on your keypad or by pressing the **magnifying glass icon**.

3. For more advanced searching, tap the **filter icon** (three stacked lines) to refine your search by **format, language, availability**, and more.
3. **Borrow** indicates the title is currently available. **Place Hold** indicates the title is not yet available, but when clicked, will place you on a waiting list. When the title becomes available, you will get a notification on your device.
4. Tap **Borrow**, where you will be taken to the item's page. Tap **Borrow** again to confirm the loan. The due date will vary from title to title.
5. View your downloaded items by accessing your **Shelf** (stacked books icon). The book automatically opens in the app. Tap **Open Book** or **Open Audiobook** to start reading or listening.
6. Borrowed titles download to the app automatically when connected to WiFi, so you can read them when you're offline.

Managing Loans

1. Tap **Shelf** in the bottom right of the app.
2. Tap **Manage Loan** and then tap **Renew**.
3. If no one is waiting for the item, you can renew it a few days before it is due.

Returning Books Early

1. Titles are automatically returned on their due dates.
2. Return titles early by tapping **Shelf**, tapping **Manage Loan**, then tapping **Return Early**.

Notes

- Downloading books in the previous OverDrive App or in Adobe Digital Editions, will NOT sync to the Libby App.
- Tap the centre menu button, then **Settings** to update your preferences.
- **eBooks, audiobooks, and magazines** can be downloaded for 7, 14 or 21 days. There is a 15 item maximum.
- Libby is also available in your web browser at **libbyapp.com**, which does not require downloading apps.



PCIN

The
PERTH COUNTY
INFORMATION NETWORK

Need Assistance? Contact your local PCIN Library



Stratford Public Library

19 St. Andrew Street, Stratford | 519-271-0220
www.splibrary.ca
askspl@splibrary.ca



Perth East Public Library

19 Mill Street East, Milverton | 519-595-8395
www.pertheastpl.ca
pel@pertheastpl.ca



North Perth Public Library

260 Main Street West, Listowel | 519-291-4621
218A Main Street, Atwood | 519-356-2455
200 Nelson Street, Monkton | 519-347-2703
www.nppl.ca
npl@northperth.ca



St. Marys
Public Library

St. Marys Public Library

15 Church Street North, St. Marys | 519-284-3346
www.stmaryspubliclibrary.ca
libraryinfo@stmaryspubliclibrary.ca



West Perth Public Library

105 St. Andrew Street, Mitchell | 519-348-9234
www.westperthpl.ca
askwppl@westperthpl.ca