

Libby App: eBooks and Audiobooks

Overview: Learn how to use the Libby app to download eBooks and Audiobooks from the Buffalo & Erie County Public Library.

Student Skill Level: Intermediate

Requirements:

- Valid B&ECPL Library card
- An Apple, Android or Windows device and any usernames and passwords associated with it

Objectives:

- Become familiar with:
 - Setting up the Libby App
 - Browsing for eBooks and Audiobooks
 - Searching for eBooks and Audiobooks
 - Placing a Hold
 - Borrowing an eBook or Audiobook
 - Shelf: Your Loans and Holds
 - Renewing an Item
 - Returning an Item Early
 - Setting Preferences
 - Menu Options

Revised 11-20-18

To see a list of upcoming computer classes go to:
www.buffalolib.org/content/computer-training or call (716) 858-8900.

Libby App FAQ

What is Libby? Libby is a new app from OverDrive for eBooks and Audiobooks.

Does Libby replace the OverDrive app? Not at this time.

Can a user use both the OverDrive app and Libby at the same time? Yes, but it is recommended to use one or the other for the best experience because the apps are not fully synced.

What features are not available in Libby? Libby is still being developed in order to offer important features like accessibility and multilingual support. If you require and/or enjoy these features, the OverDrive app is recommended for now.

How do I access this app? Download this app on the Apple App Store, Google Play Store or the Microsoft Store. You can search for it in the store using the term "Libby".

What are the compatibility requirements for Libby?

Apple devices: iOS 9.0 or later

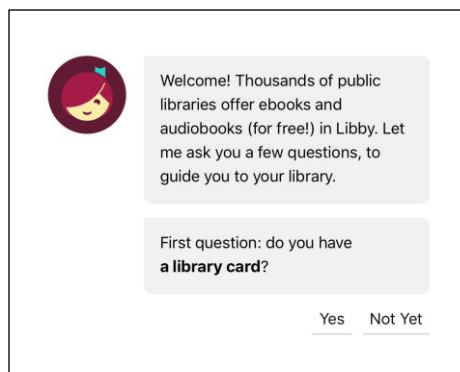
Android devices: OS 4.4 and up

Windows devices: OS Windows 10

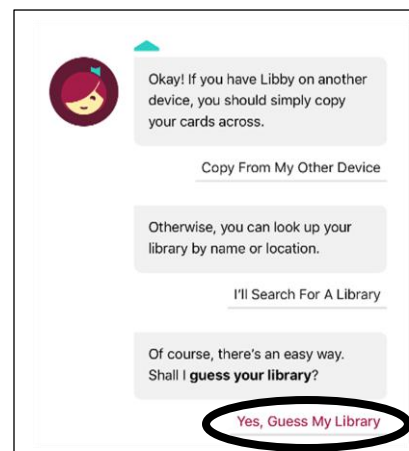
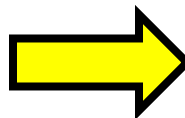
Setting up the Libby App



Make sure you have your library card out before starting the set up! Once you have downloaded the Libby app from the Apple App store, Google Play store, or Windows Store, **tap on the app to open it.**



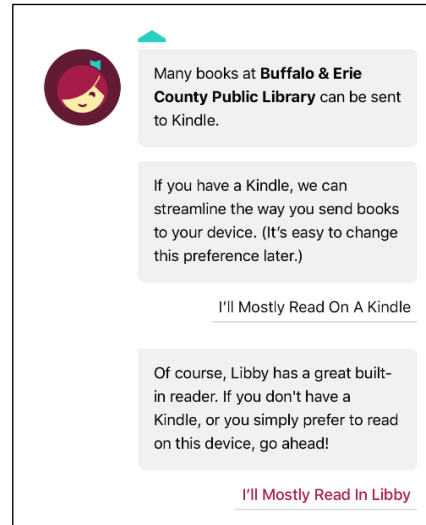
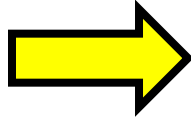
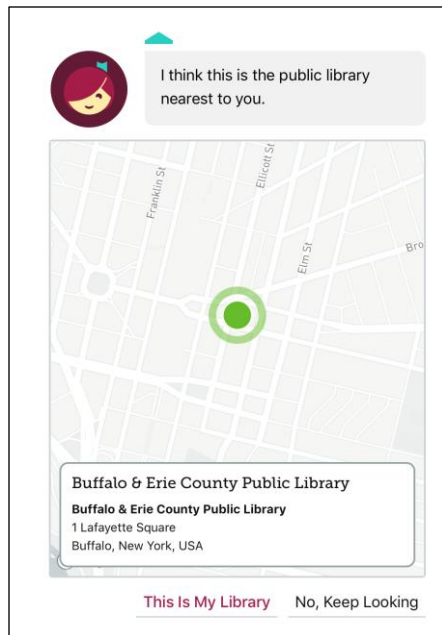
Libby will welcome you and ask if you have a library card, click **Yes**.



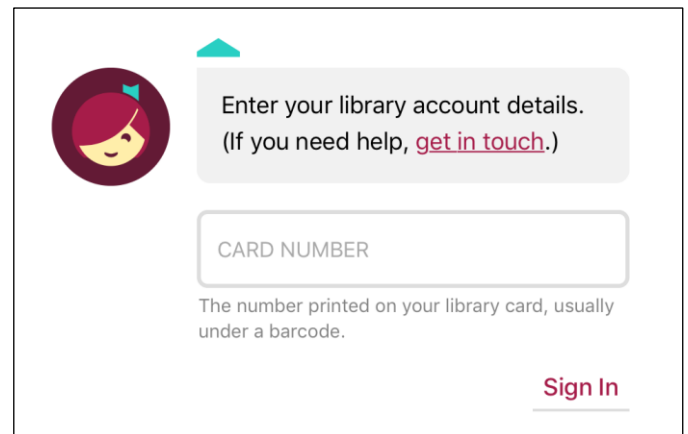
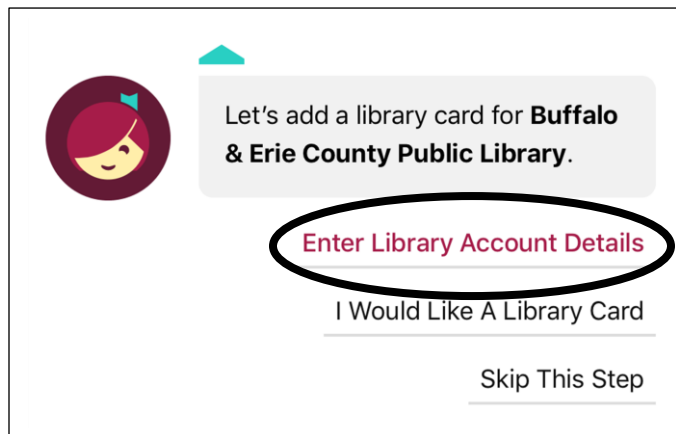
Choose **Yes, Guess My Library** and it will search, based on your location, which library is nearest you.

The **Buffalo & Erie County Public Library** (or your local branch) should appear.

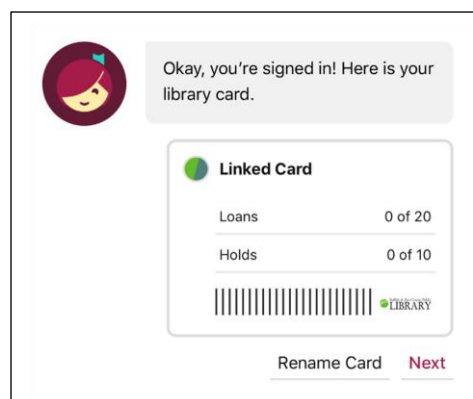
Tap **This Is My Library**.



It will then ask you if you chose to read on a Kindle or in Libby. Choose **I'll Mostly Read In Libby**.



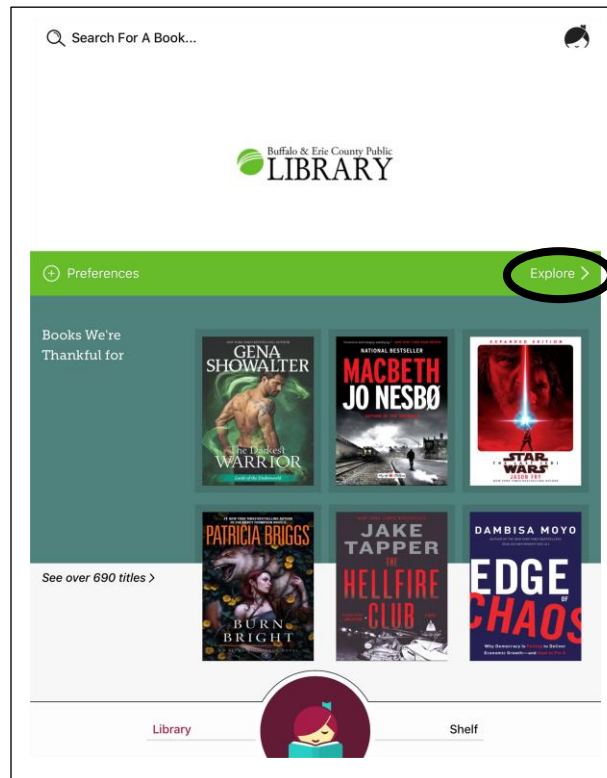
Tap on **Enter Library Account Details** and then enter your library card number and tap **Sign In**.



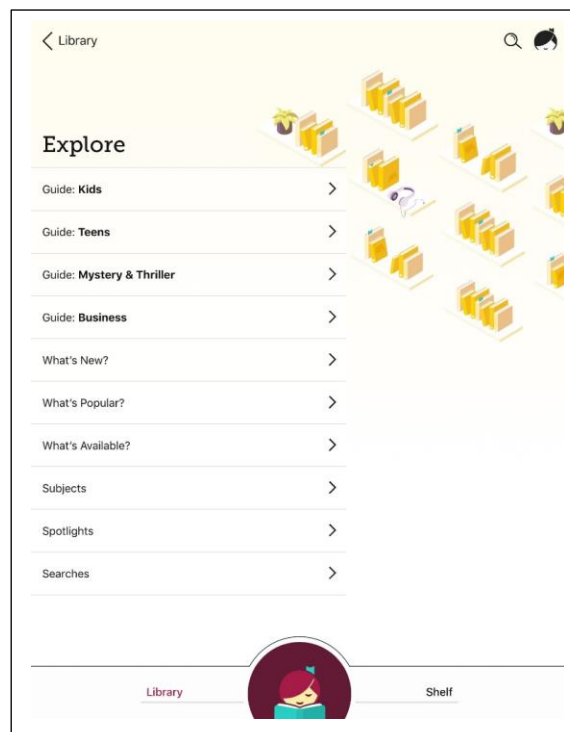
When you see this message, tap **Next** and you are ready to start using Libby!

Browse for eBooks and Audiobooks

To browse for eBooks or Audiobooks, tap on **Explore** on the green bar in middle of the screen.



Note the **Guides** and options to see **What's New?**, **What's Popular?** or **What's Available?**.



Subjects		
There are more than 39,000 titles in our catalog, on 124 different subjects.		
+ Preferences		Sort Subjects
24,088 Fiction	9,711 Romance	7,286 Nonfiction
6,275 Literature	6,027 Mystery	5,463 Thriller
4,989 Historical Fiction	4,217 Suspense	4,176 Fantasy
3,792 Juvenile Fiction	3,544 Young Adult Fiction	2,817 Biography & Autobiograp...
1,796 Humor (Fiction)	1,690 Juvenile Literature	1,499 History
1,467 Young Adult Literature	1,437 Science Fiction	853 Politics
737 Short Stories	726 Business	689 Sociology
675 Self-Improvement	664 Classic Literature	616 Horror
602 Cooking & Food	518 Christian Fiction	483 Religion & Spirituality
457 Western	453 African American Fiction	407 Performing Arts

Tap on **Subjects** and you will see a variety of categories listed.

Spotlights	
A Crime of Passion	>
Akashic Noir Series	>
A List of One's Own	>
A Medieval Detective	>
Athletes of Yesterday	>
Atlantic Monthly Press	>
Best Friends Forever	>
Better Yourself!	>
Betty Crocker Cookbooks	>
Beyond the Comic Strip	>
Books About Books	>

Tap on **Spotlights** and you will see a curated, alphabetized list of topics.

Search for eBooks and Audiobooks

To **search** for a particular eBook or Audiobook, tap **Search For A Book...** in the upper left corner of the home screen, next to the magnifying glass icon. You can begin typing an author name or book title. For more options, tap on **More Options** (located under **Cancel**).

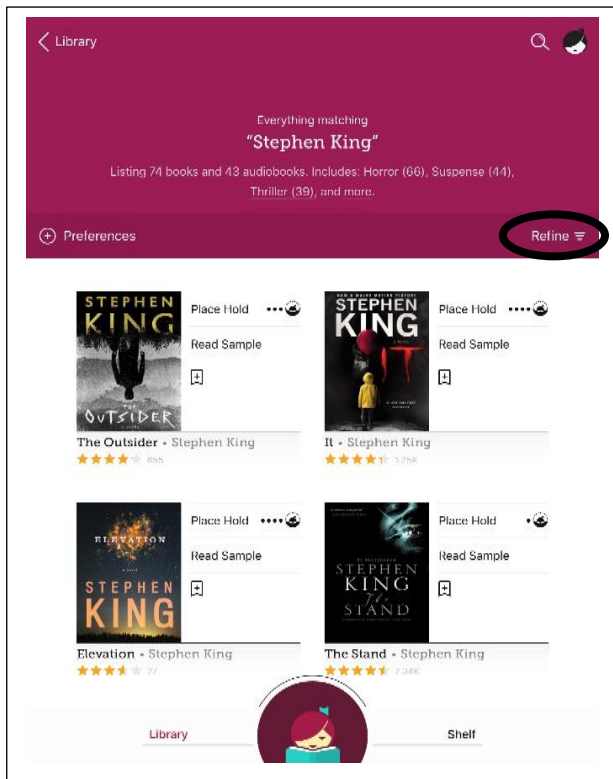


Example search: Type **Stephen King** in the search field.

<input type="text" value="stephen"/>	Cancel
More Options	
Stephen King	Author
Stephenie Meyer	Author
Stephen R. Covey	Author
Stephen Hawking	Author
Neal Stephenson	Author
Stephen Coonts	Author
Seth Stephens-Davidowitz	Author
Stephen Hunter	Author
Stephen Markley	Author

Notice that as you typed “Stephen” it displayed other possible matches to what you are searching for.

You can go ahead and tap **Stephen King** in the list.



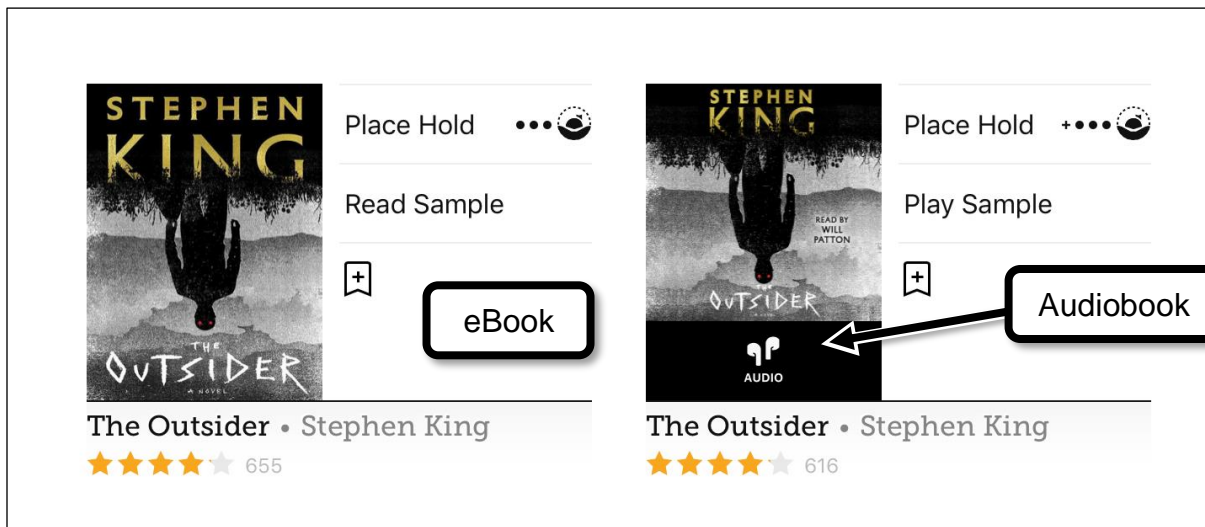
A page displaying all of the matches for "Stephen King" appears.

Scroll down the page to see a combination of eBooks and Audiobooks.

Note that some have the option to **Place Hold** and others have the option to **Borrow**.



TIP: Tap on **Refine** to narrow down the results, such as **Format** then **Audiobooks** to show Audiobook results only.

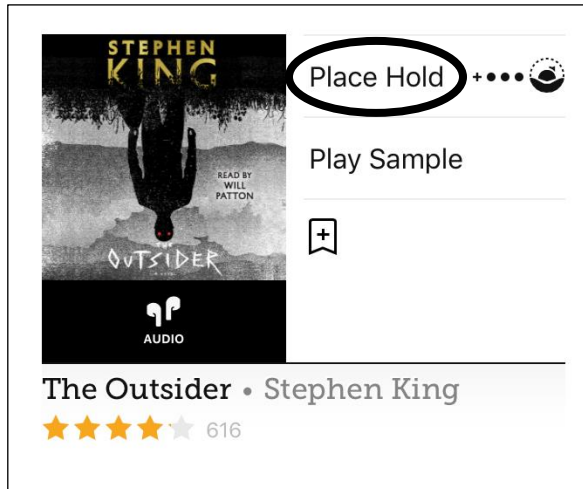


To identify which results are eBooks and Audiobooks, note the earbud icon on the cover of the book on the left.

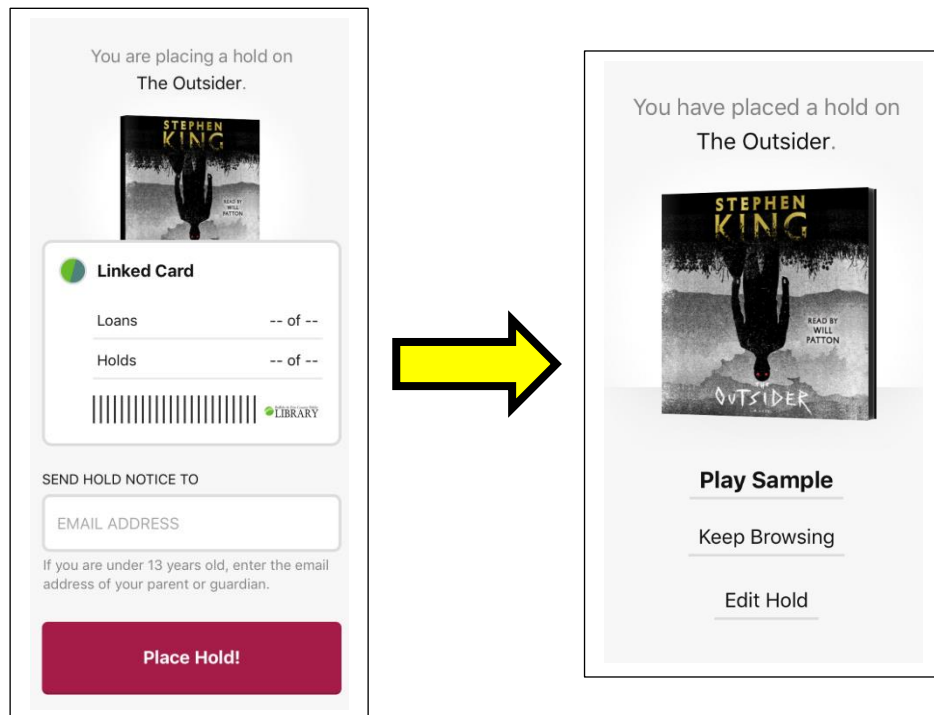
Place a Hold

Locate an eBook or Audiobook that gives the option to place a hold.

Tap **Place Hold** next to the book cover.



TIP: Tap on the book cover or book title to view more information about the book.



Enter your email address and tap **Place Hold!** It will then prompt the next screen confirming that you have placed a hold.

Tap **Edit Hold** to check how you will be notified, along with other options.

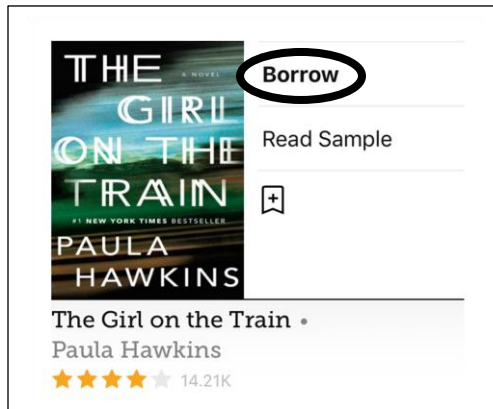
Tap **Keep Browsing** if you would like to look for more items to borrow/hold.

You will receive an email when your hold is available.

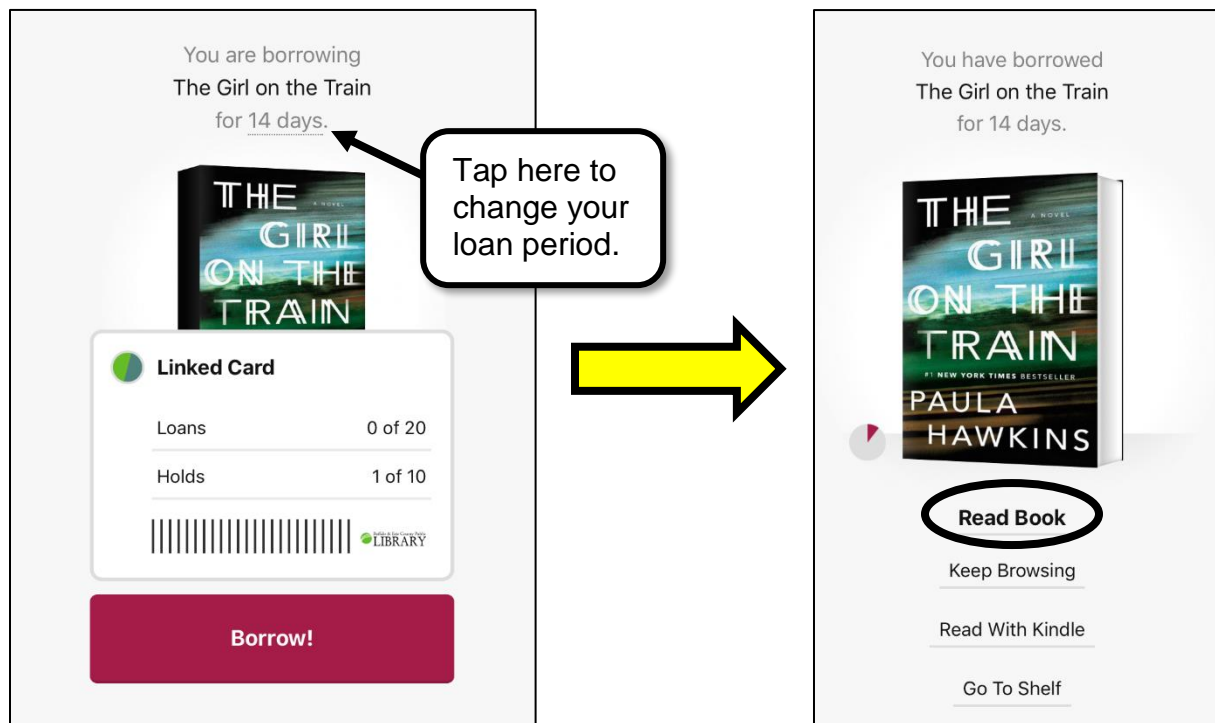
Borrow an eBook or Audiobook

Locate an eBook or Audiobook that gives the option to borrow.

Tap **Borrow** next to the book cover.



Then tap **Borrow!** On the next screen, it will confirm that you have borrowed the book.



Tap **Read Book** to begin reading your eBook. *If it is an Audiobook, tap **Play Audiobook**.*

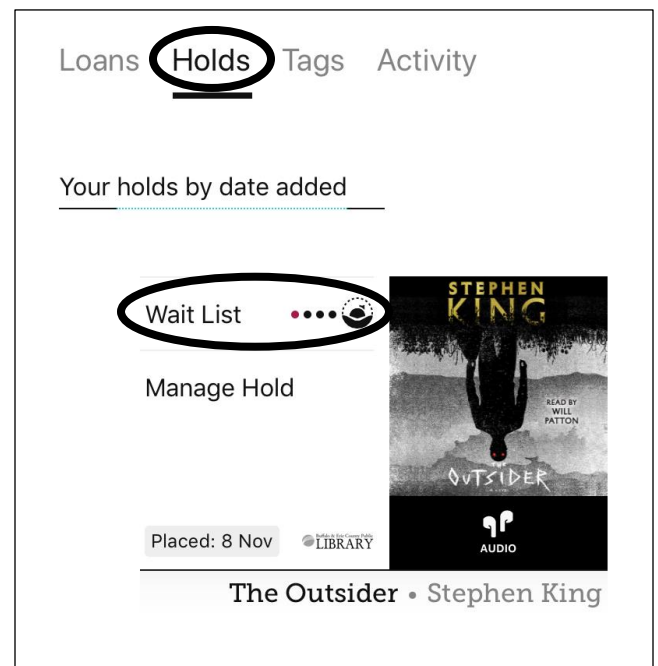
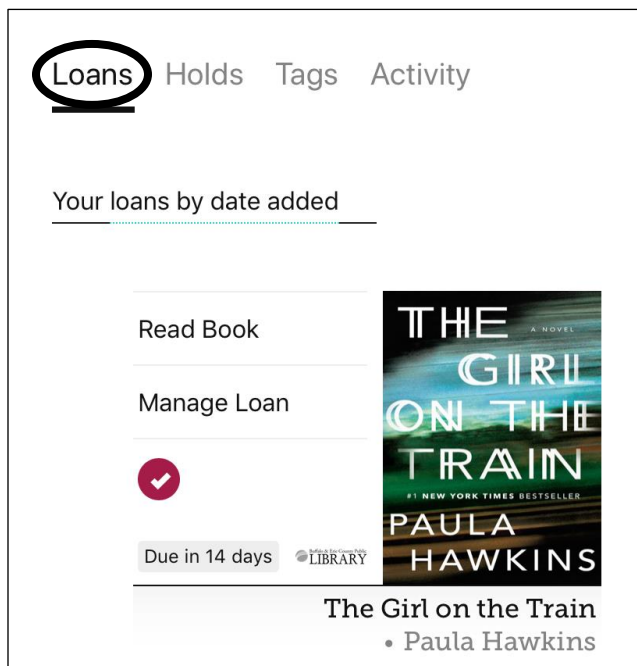
Shelf: Your Loans and Holds

Tap the word **Shelf** to the right of the Libby image on the bottom of your screen to see what items you have borrowed or placed on hold.

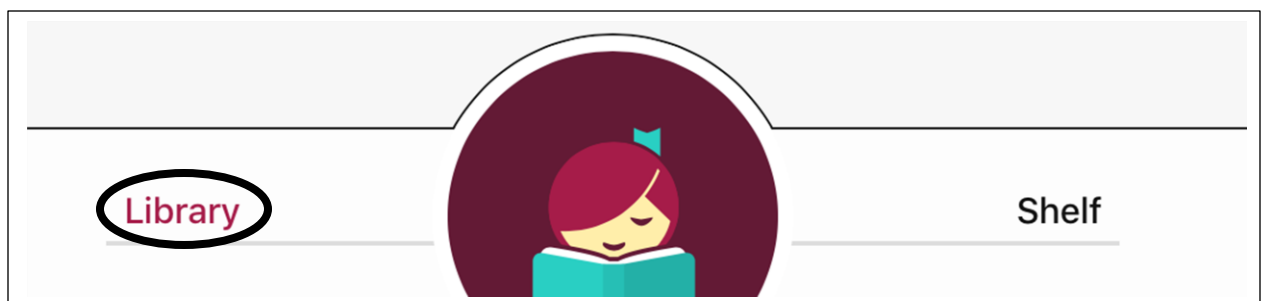


Tap **Loans** to see what items you have borrowed along with their due dates.

Tap **Holds** to see if you have any items placed on hold. Tap **Wait List** or tap the book cover for more information including how many copies there are of the book and how many holds are on each copy.



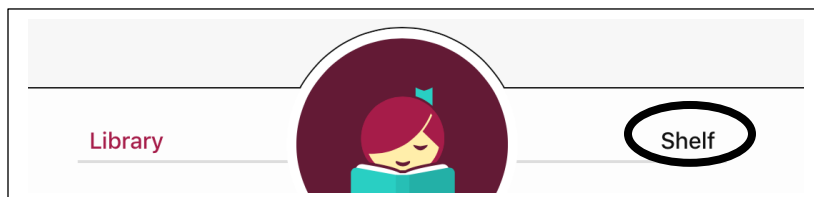
Tap **Library** to search for more items.



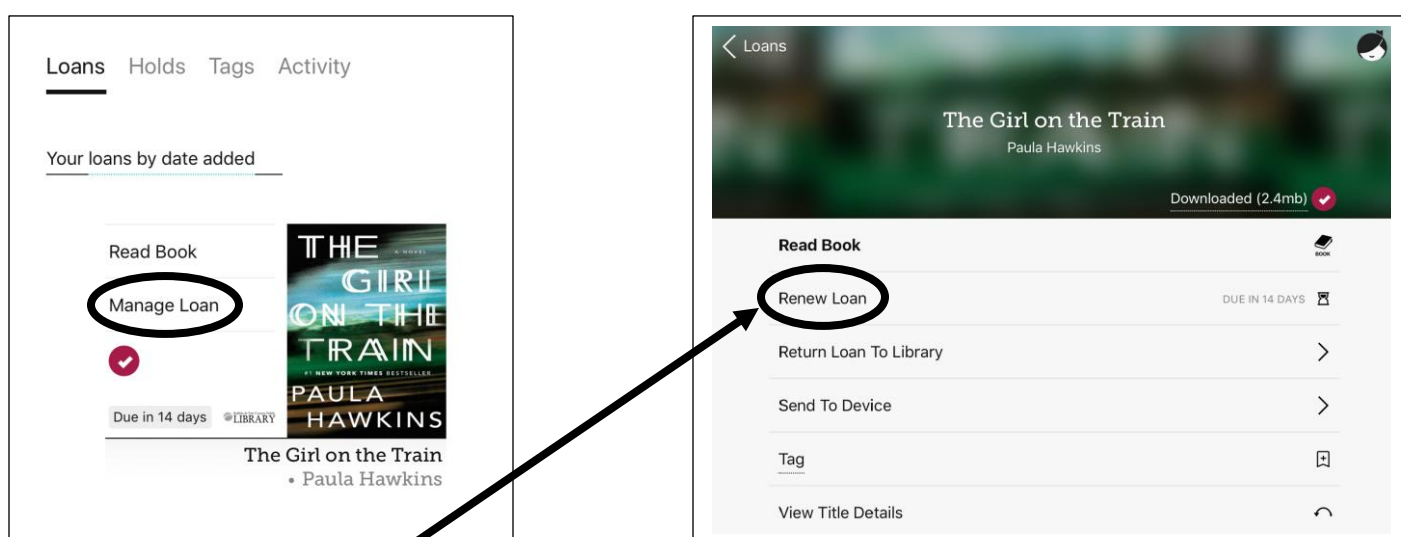
Renew a Book

If there are no holds from other patrons for the book you are currently reading, you have the option to renew it.

Tap on **Shelf** at the bottom of the screen to see your loans.



Tap on **Manage Loan** or the book cover under **Loans**.

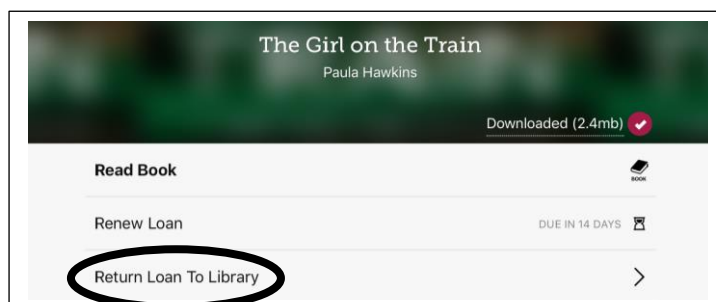


Then tap on **Renew Loan** and you will have the option to renew for **7** or **14 Days** from the date of the renewal.

Return an Item Early

If you are done with your item ahead of the due date, you have the option to return it early if there are others waiting to borrow it.

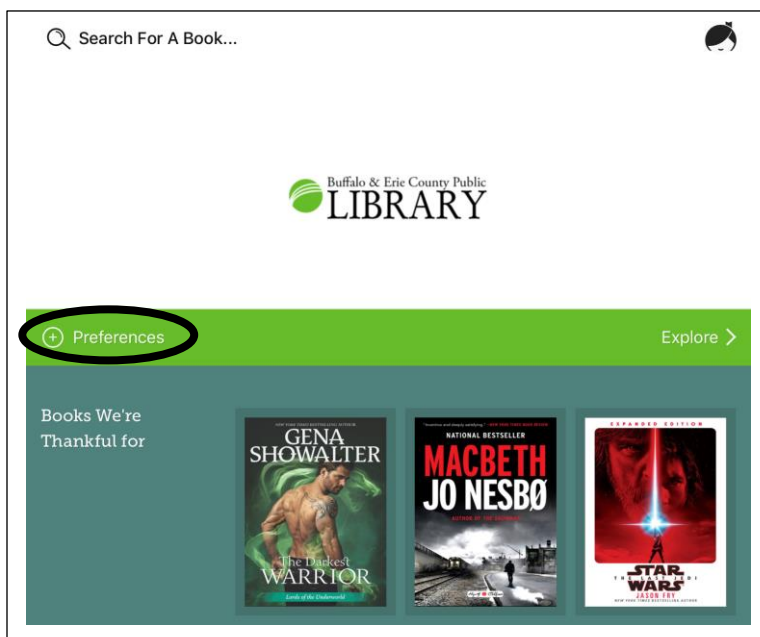
Repeat the same steps for Renewing a Book, and when you land on the book information page, tap **Return Loan to Library**.



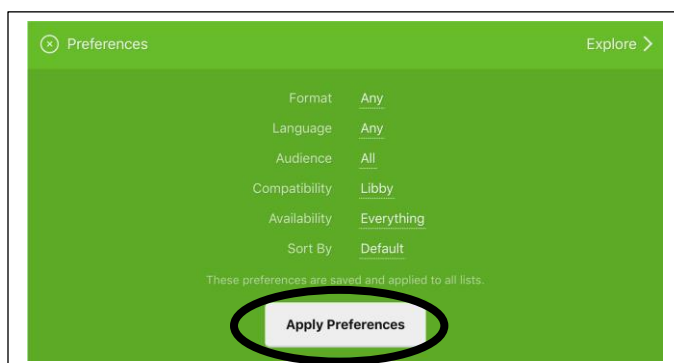
Set Preferences

You can apply certain preferences to your Libby app to find relevant content.

Tap **Preferences** inside the green bar on the center of the screen.



Choose from the options such as format, availability, sorting by, language and audience. Tap **Apply Preferences** if you made any changes.



If you make a change, the white plus sign next to the word **Preferences**, will change to a number representing how many preferences you have applied.

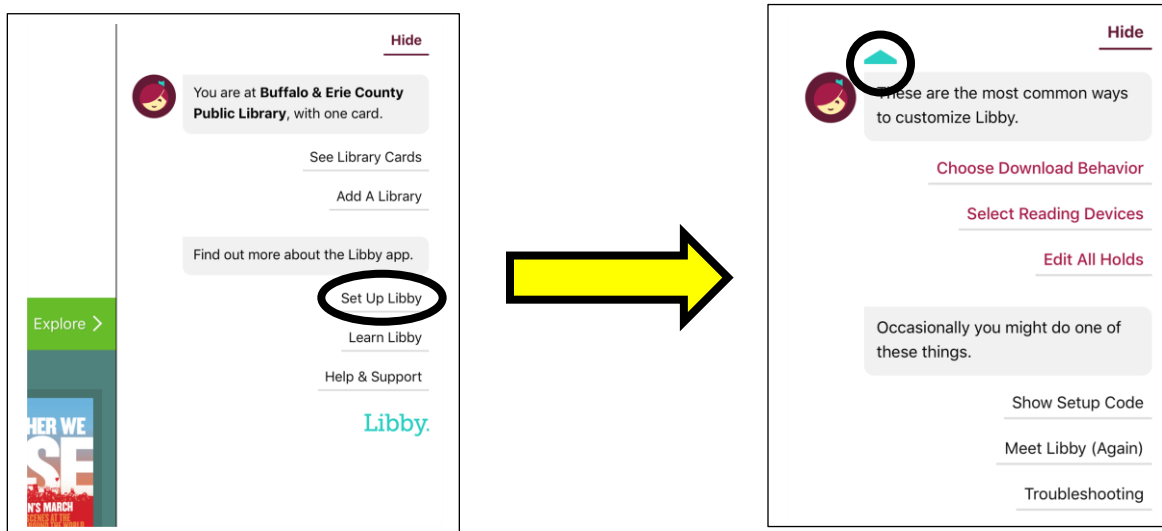


Menu Options

Tap the Libby logo on the upper right corner of your screen for a pull out menu.

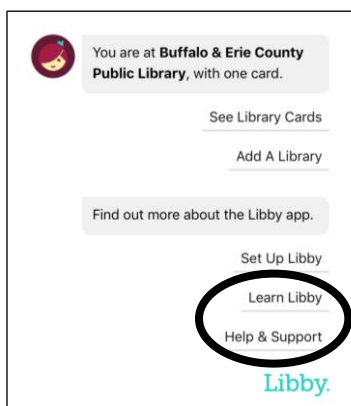


To customize Libby, tap **Set Up Libby**.



Tap **Choose Download Behavior** to choose if you would like your items to download automatically and whether you want them downloaded only using a Wi-Fi connection.

To send hold notices, tap **Edit All Holds** to enter your email address and choose if you would like to borrow holds automatically. Then tap **Update Existing Holds**. Tap on the teal arrow above the Libby logo to go back to the previous menu.



There are some great resources to get help with Libby right in the app. If you tap on **Learn Libby**, it will display a menu of features to demonstrate for you.

Tap on **Help & Support** for the link to go directly to Libby's help site.