

FAQs:

Do I need an internet connection?

Only to browse the catalog and to download materials.

What happens when a title expires?

The titles will automatically return, no action is needed on your part.

What if I don't finish my book?

The app will remember your place, simply check out the title again to resume reading. Your *Settings* controls how many past titles are remembered.

Can I renew a book?

Yes! If there are no holds on the title, you can renew two days before it is due. Simply tap on the cover for your details, and tap Renew Loan, then Renew!

Can I return an eBook early?

Yes! Tap the cover, then Return Title to Library, and confirm by tapping Return!

Can I borrow a Kindle ebook?

To read a Kindle book you will have to use the Kindle app and go through your Amazon account. For more information on borrowing Kindle books please see "How To: Transfer eBooks to your Amazon Kindle"

Which way should I sign-in?

The simplest method is to use your library card—every method requires it and no password needed! However, if you would like to use an OverDrive account, you'll be able to automatically load any saved settings or configurations to additional devices you use OverDrive on.

Use these instructions for tablets, smartphones, Chromebooks, and devices running:

- Android 4.4 or higher
- iOS 9 or higher
- Windows 10

These instructions also apply to the nook Color, and nook Tablets. (The Kindle Fire is not supported at this time.)

Go to the appropriate app store for your device and otherwise follow these instructions.

<http://ocln.overdrive.com>

Need More Help?

Contact the
Sharon Public Library

at:

781-784-1578

Or email us at:
shlib@ocln.org

Borrow eBooks and Audio Books with your Smartphone/ Tablet



**Libby,
by OverDrive**

<https://ocln.overdrive.com/>



11 North Main Street
Sharon, MA 02067-1299
www.SharonPublicLibrary.org

1. Install App

- Search for *Libby* in your app store.



- Install the free app.
- Tap on the *Hi icon*, and then scroll through the welcome to “Find my Library”. The app will use your location to find your nearest library. If the app incorrectly identifies your library, you can search for it.

The important thing is that it identifies you as belonging to the OCLN network.

- Select your library.
- Enter your library card number and PIN. (By default, your PIN number is: ocln .)

Tip: If you can't find something, OverDrive uses three parallel lines to indicate a menu!



2. Explore

- Libby has two main areas: *Library* and *Shelf*.



Library lets you explore titles for check out, and *Shelf* shows you everything you have out. *Shelf* also offers options to track your activity, and review holds.

- Search for a title you wish to borrow—you can browse by subject or collection; or you can search by author, title, or keyword.
- Every search provides a summary of results. You can select a title from that summary, or tap *Refine* to sort and limit your search results.
- Tap on a book cover to learn more, and tap *Borrow* to check out a title. If a title is unavailable you can always select *Place a Hold*.
- Tap *Open Book* to enjoy your book! (You can also choose to keep browsing, or to go to your Shelf.)
- You can find all your items, including both loans and holds, under the *Shelf* section of the app.

3. Tips & Tricks

- All ebooks and eAudiobooks can be found through the OCLN main catalog. If you're searching for a title though:

<https://catalog.ocln.org>

the downloadable formats will allow you to check out the titles directly from the catalog, and access them in Libby.

- You can use the *Plus* icon to modify your default search and display settings! 
- Use the *Download Settings* to control when your loans are downloaded—including automatically when you're on WiFi.
- Audiobooks display a set of headphones on their bookcover. 
- Not sure when a book is due? Want to return it? Or just want to see the details about it? Tap on the title on your Shelf to review options.
- Do you have library cards for other systems? In the app menu, tap *Switch Library*, and search for your other library. Follow the same steps to register that card. All your loans from all libraries will appear in the same place. *Switch Library* allows you to change which Library collection you're viewing