Set-Up Libby

...with Old Colony Library Network

- On your smart device, search and download the free Libby App in your device's app store. Or on your computer, visit www.libbyapp.com within your Chrome, Firefox, Safari, or Edge browser.
- Search for and select *Old Colony Library Network* as your library. 📇
- Select *Sign In with My Card* and enter your SPL library card number and PIN. If you don't remember your PIN, try the default of 'OCLN.'

...on Other Networks
with your SPL card!

- Boston Public Library
- CLAMS
- CW MARS
- Merrimack Valley
- Minuteman
- NOBLE
- SAILS

- From *Menu,* tap *Add Library* and search for 'Old Colony'. Matching Libraries will appear; choose a network and then select *Sign In With My Card*.
- Under Partner Libraries, tap 'see more' and select *Old Colony Library Patrons*.
- Add your OCLN card number/PIN and tap *Sign In*.
- Repeat for each network.

If you must reset your PIN, visit www.catalog.ocln.org, click *Log In* and then click *Forgot my PIN*.

Navigate the App

Search	Library	Menu	Shelf	Tags

🔍 Search

- Search the active library network's catalog.
- Tap a book cover to view book details and to borrow or place a hold.
- Tap library network icon to quickly swap between connected library networks' catalogs.

📚 Library

- Browse the active library network's curated collections.
- Tap library network icon to quickly swap between connected library networks' curated collections.

☰ Menu

- View and manage your library cards.
- Change the active library network. 📇
- Under *Settings,* manage notifications, select reading preferences, pick a language, add icon titles etc.
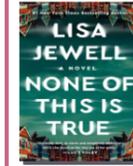- Receive further assistance with *Help & Support*.

📕 Shelf

- View loans, holds, and the Timeline for all of your connected networks.
- Tap *Manage Loan* to suspend/cancel holds or to renew, return, or view due dates of current loans.

🏷 Tags

- Create and manage customized tag lists. A TBR (*to-be-read*) tag is a great way to maintain reading goals!

Helpful Tips

Quick Indicators

ebook   eaudiobook

Borrow
- immediate loan; ready to download

Place Hold
- waitlist; will receive notification once ready

☰ Filter your Search

- After you create a *Search* or before you browse via *Library*, click the *filter icon* to refine your search by subject(s), audience(s), language(s), popularity, release date, and more!
- Filter by 'Available Now' to avoid holds and waitlists - or 'Kindle' to search only Kindle-formatted ebooks.

similar≈ Browse Readalikes

- Click a book cover in the catalog to view more details. Then, click *Similar~* to browse suggested titles similar to that book.

Compare Availability /Wait Time on Connected Networks

- Tap on the *library card [+]* or *library card [clock] icon* next to a title in the catalog to compare the availability/wait time for that item across all of your connected networks. You can then borrow or place holds on the item right from this listing!

FAQs

1. Do I need an internet connection to use Libby?

An internet connection is required to browse the catalog and to download items to the *Shelf*. But, you may read or listen to downloaded content on your *Shelf* offline.

2. Can I borrow a Kindle ebook?

Yes. Libby can send eligible ebooks to your Kindle device or Kindle App through your Amazon account.

- *Need to switch a current loan to Kindle?*
  - **Go to** *Shelf* -> *Loans* -> *Manage Loan* -> *Read With...* Kindle
- *Prefer to read on your Kindle for all future borrows?*
  - **Go to** *Menu* -> *Settings* -> *Read With...* Kindle

3. Can I renew a book?

Yes. If there are no holds on the title, you may attempt to renew 72 hours before it is due.
  - **Go to** *Shelf* -> *Loans* -> *Manage Loan* -> *Renew Loan* -> Renew

If you are placed back on a waitlist, Libby will still remember your place in the book.

4. How do I return an item?

Books are automatically returned on their due date. They are also removed from your Shelf and deleted from your device.

5. Why won't Libby authenticate my SPL library card?

If you have not used your library card in some time, your account may no longer be active in our system. Please contact the Circulation Desk for assistance (x1420).

Download on the App Store

GET IT ON Google Play

Compatible with:

- **Windows**, **Mac**, **Chromebook** computers and laptops (via browser at libbyapp.com)
- Smart devices with:
  - **iOS 10+** (via Apple App Store)
  - **Android 5.0+** (via Google Play)
  - **Fire OS 5+** (via an OverDrive download within the Silk browser)

Additional Questions?

Contact the **Reference Department** at:

- reference@sharon.ocln.org
- (781) 784-1578 x1422 or x1429
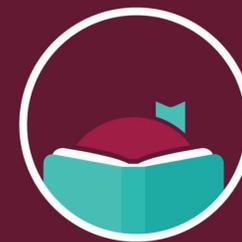

Sharon Public Library

sharonpubliclibrary.org

11 North Main Street
Sharon, MA 02067 (781) 784-1578

rev. 8/2024

Libby.

Libby User Guide

Sharon Public Library
community · literacy · technology