

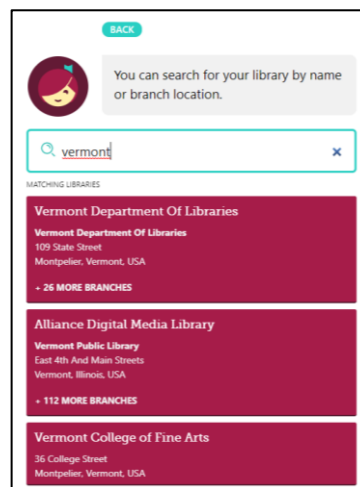
## Downloading Ebooks and Audiobooks with Libby

12/17/20

Starting very soon, you will be able to download ebooks and audiobooks from your library through Libby. Libby is an app and website through Overdrive, one of the best-known downloadable services for libraries. This replaces the service we offered through RBDigital, which is shutting down. In many ways, the process is similar to RBDigital.

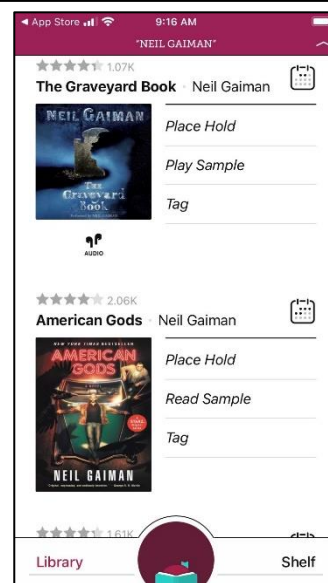
### Installation (One-Time)

1. Install the Libby app from the app store on your Android or iOS (iPhone/iPad/iPod touch) device. Or visit <https://libbyapp.com/> in your Chrome, Firefox, Safari, or Edge browser.
2. In Libby, follow the prompts to find your library and sign in with a valid library card. It will ask if you have a library card. Say Yes. Then choose *I'll Search for a Library*.
3. I suggest starting with "Vermont". Below, you should see a red box with Vermont Department of Libraries. Click that box.
4. You'll see *Let's take a moment to sign into your Department of Libraries account*. Click *Vermont Department of Libraries* (it should be in red). Enter your card number, and then your password. If you're not sure about your card number or password, contact the Department of Libraries.



### Using the App

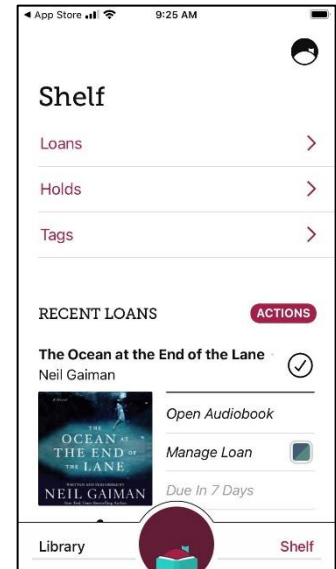
1. Explore - To search through items, click the *Library* icon at the bottom left of the app. From here, you'll see a variety of highlighted items, or you can click *Explore* or scroll down to navigate by genre. Alternately, you can click the search button in the top left-hand corner to search for a title, subject, or author.
2. Search - Under results, you'll find items with their author and book cover. For audiobooks, there's an icon for *Audio*. Click on the book cover to open the details page, which has a summary and other info, as well as showing the wait time if it's on hold.
3. Holds – On the search results page, if you see a calendar icon, and the phrase *Place Hold*, that means all copies are currently checked out, and that you would need to get on the hold list. Clicking on the calendar icon tells you the expected wait time, and let's you place a hold.
4. Wishlist – Instead of a wishlist, Libby uses "tags". Click *tag* next to an item, and then choose the book icon (wishlist), an up or down thumb (like or don't like), or add a new personalized tag.
5. Checkout – If instead, you see a plus sign in a ¾ circle and the word *Borrow*, you can check out the item right now. After clicking on the icon, you will confirm which card you want to borrow



with. The first time you do this, Libby will ask if you want to set up notifications about when items are due.

6. Reading/Listening Items – Borrowed titles appear under Shelf > Loans and download to the app automatically when you're on Wi-Fi, so you can read them when you're offline. Once you've checked something out, you can click on *Shelf* in the lower right-hand corner. You can click on *Loans* to see items you've checked out, *Holds* to see items that you are on hold for, or *Tags* to see items that you've given a tag. Click on Loans to find checked out items, and then click on a specific item to open it. While reading/listening you can place bookmarks, change the font size or playback speed, and more. Libby remembers where you left off the next time you open the app.

7. Kindle Options – If you have a black and white Kindle Ereader, you'll want to go to your *Shelf* -> *Loans*, and click *Actions* -> *Read Books With* and choose Kindle. This should open up the Amazon website, so you can log in to your Amazon account.



8. Libby is the most popular app to access Overdrive, but if it's not compatible with your device, there are other options, like the Overdrive App or the Overdrive website.

There are a lot of useful help on the Overdrive website. This is a good starting point for Libby - <https://help.overdrive.com/en-us/1307.html>