Getting Started with Libby

Libby is a free **reading app** for borrowing digital books, magazines, and audiobooks from the library's digital OverDrive collection.

Digital Library Basics:

- To see all our digital titles, visit **uhls.overdrive.com** from any web browser or install the **Libby app** (instructions below)
- You may check out up to 10 eBook and eAudio titles per library card at a time
- You may select a loan period of 7, 14, or 21 days
- You may place a hold on items currently out to other people (we buy multiple licenses for popular titles)
- Items return themselves! No late fees

Getting Started

Step 1: Install the App

- For **Apple** devices (iPhone and iPad, IOS 10+), visit the App Store, search for "Libby by Overdrive", and tap "Install"
- For **Android** Devices (Samsung, LG, etc. smartphones and tablets, Android 5.0+), visit the Google Play Store, search for "Libby by Overdrive", and tap "Install"
- For **Windows** Devices (laptops, desktops, Surface tablets), visit **LibbyApp.com**
- For **Kindle** devices, log into the Libby app on any other device, or visit **LibbyApp.com** in any web browser and set your preference to "Read on Kindle" when asked – the items will be delivered to your Kindle

Step 2: Set Up
Once the app is installed, launch it and follow the prompts to find your library and enter your library card number

Navigating the Bottom Menu

- Tap [search icon] to search for titles.
- Tap [library icon] to open the library collection you were most recently browsing.
- Tap [books icon] to see your loans, holds, and tags for all your libraries.
- Tap [clock icon] to see your timeline (reading history on a particular device)

Using the [menu icon] menu

- Tap **Manage Notifications** to change your notification settings for new items and holds
- Tap **Add Library** to find another library and add another card
- Tap **Settings** to customize your experience

Checking Out and/or Reserving Items

- Search for items or browse the collections
- Tap on item cover to read more info
- Tap "Borrow" to check out or "Place Hold" to get in line for the item
- Choose checkout period by tapping on the time period listed above the book
- Tap "Open Book" to get started

Moving Between Devices
If you install Libby on more than one device, the app automatically syncs your loans, holds, and book progress between them, as long as you have an internet connection and your library cards are on each device.

Questions? Call the Information Desk at 518-810-0314

Reading eBooks

- Tap 📚 to see checkouts
- Tap on the book cover to open the item
- Choose what kind of device you will read on (choose "Libby" unless you want to read on Kindle)
- Swipe right to left to flip pages

Changing Text Size and Lighting

- Tap the center of the page to view menu options
- Tap the A character at the top
- Dial in the preferred text size via the "text scale" slider
- Choose the lighting preference, including "Dark Mode" for night time reading
- Select font, including "OpenDyslexic"

Listening to Audiobooks

- Tap 📚 to see checkouts
- Tap on the book cover to open the item
- Tap the play button

Changing Audio Playback Speed

- Tap ⏱️
- Choose a preset or drag the slider to set a custom narration speed

Listening to Audiobooks in the Car

- Enable Bluetooth on both your car stereo and on your device, and ensure they are "paired" (check car manual)
- Select your device on your car's screen as the audio channel
- Play the book in Libby to hear narration via car speakers

Reading Magazines

- Tap 📚 to see checkouts
- Tap on the magazine cover
- Swipe right to left to flip pages
- Zoom in and out of the pages by placing two fingers on screen and spreading them apart to enlarge the page and pull together to shrink it
- Tap 📄 for "article view" (plain text)

Returning Items

Items are automatically returned on their due date. When they're returned, they are automatically deleted from your device(s).

To return early:

- Tap 📚 to see checkouts
- Tap loans at the top of the screen
- Tap **Manage Loan**
- Tap **Return Early**, then **Return**

Renewing Items

Items may be renewed in the last 72 hours before their due date – *if* no one else has a hold on the item.

To renew:

- Tap 📚 to see checkouts
- Tap loans at the top of the screen
- Tap **Manage Loan**
- Tap **Renew Loan**, then **Renew**

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