USER INSTRUCTIONS AND INFORMATION FOR LIBBY

You can only use the Libby App if you have an Apple device, Android device or Windows 10 device. If you are trying to access Libby on any other device, you can access Libby by going to www.libbyapp.com or by downloading the Libby APK.

Downloading the Libby App

You can download the Libby app through the Apple Store, Google Play, or Windows App store. Search for **"Libby, by Overdrive"** and then follow the instructions to download the app.
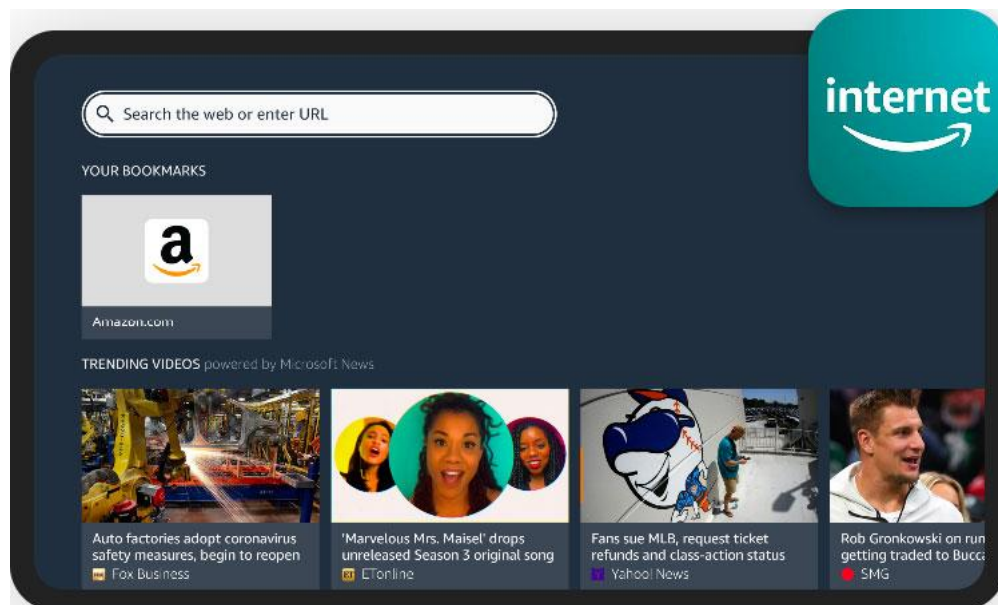
How to install Libby on your Fire tablet

Note: The Libby APK is supported on Fire tablets with Fire OS 5+. Your downloading steps may vary slightly depending on your device's generation and operating system version.

Step 1

On your Fire tablet, open the **Silk Browser** and visit the download link for the Libby APK.

Step 2

You may get warnings saying that the Silk browser needs more access on your device or that this kind of file should be avoided. We test our file to make sure it's safe, so you can safely dismiss these messages for our Libby APK.

Tap **OK**, **Allow,** or **Continue** to proceed. *(The wording of the warnings may vary.)*
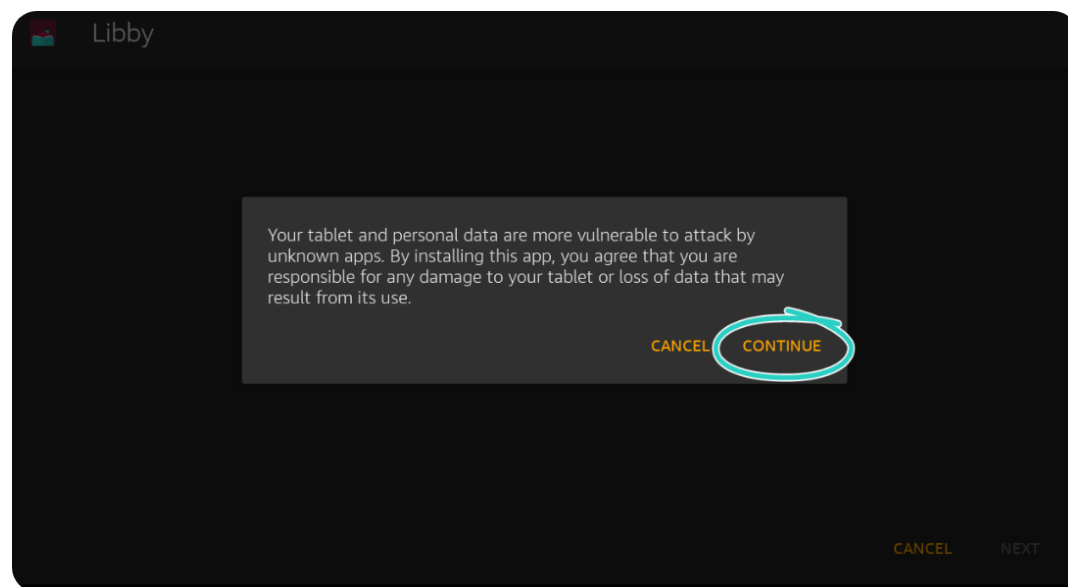
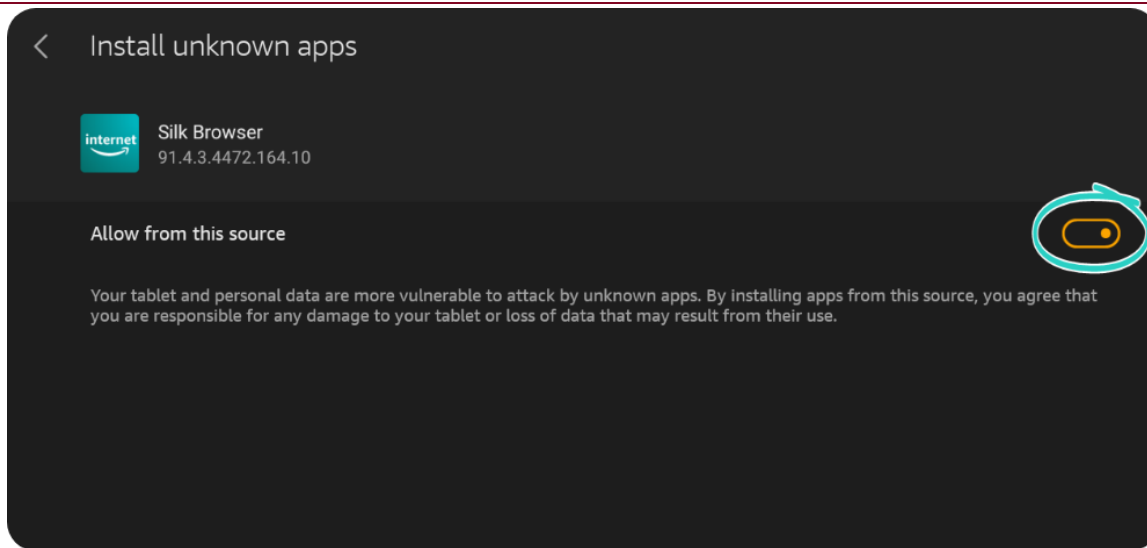**Step 3**

Once the file downloads, tap **Open**.

(If you're unable to open the file from this prompt, locate the file in your downloads folder and tap to open.)
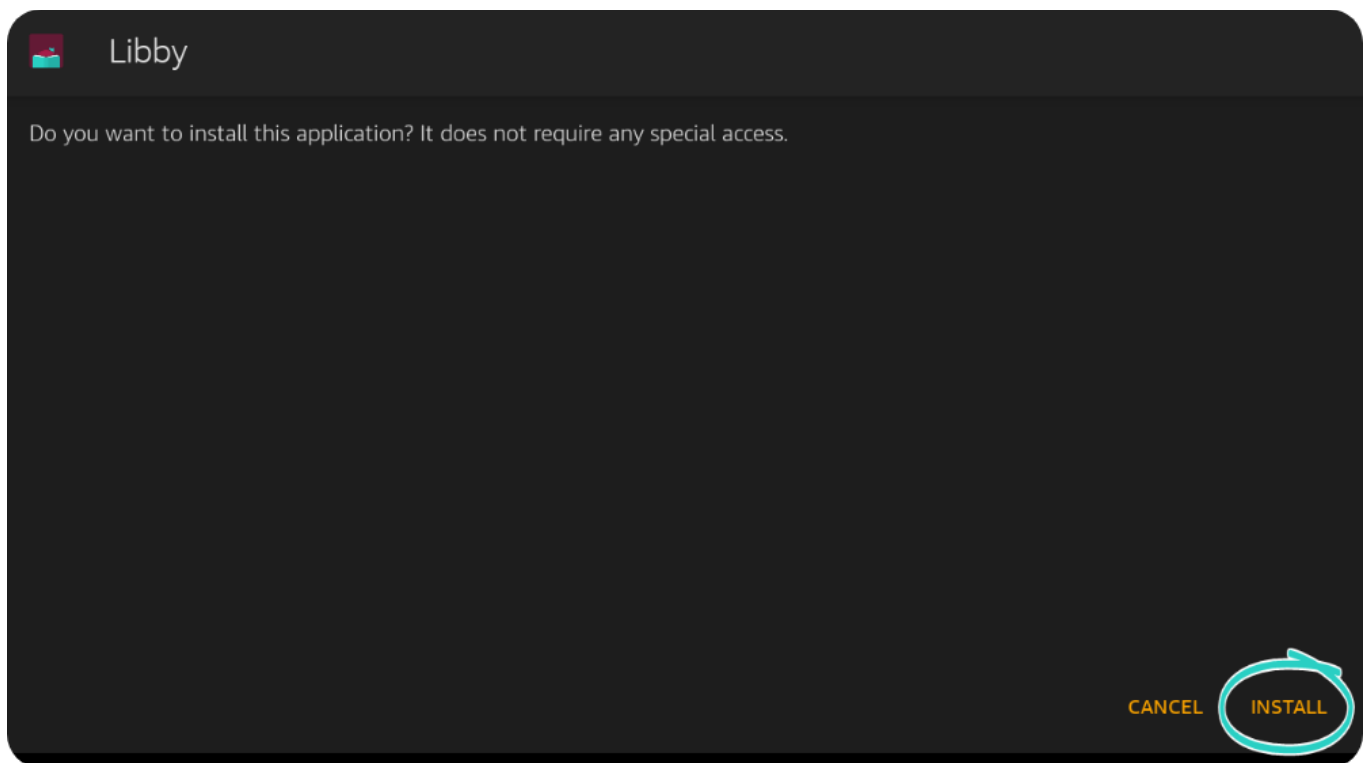

Step 4

If you get a message saying your device is not allowed to install unknown apps from this source, tap **Settings** and toggle "Allow from this source" **on**.

Note: *We recommend turning this setting off after installing the Libby app. This will prevent you from accidentally downloading unsafe files in the future.*
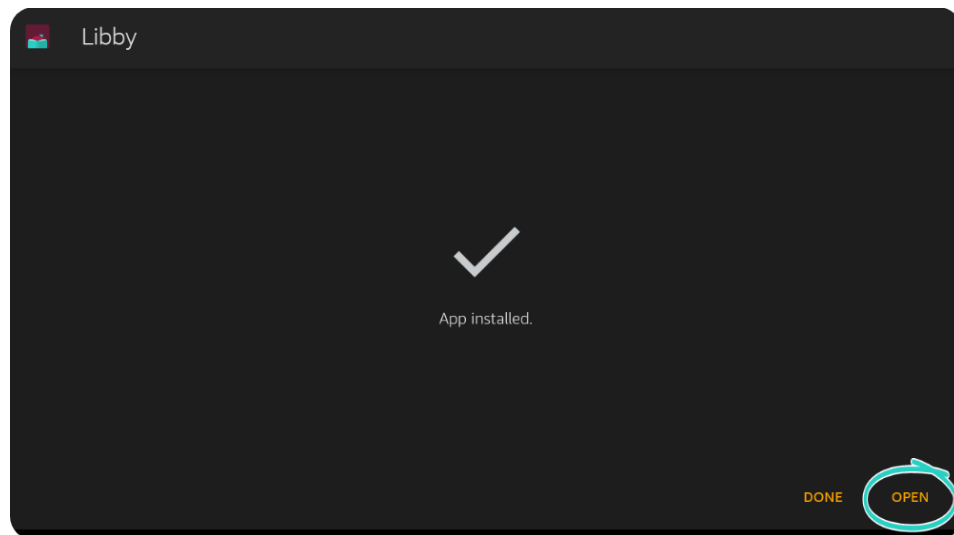
Install unknown apps

internet **Silk Browser**
91.4.3.4472.164.10

Allow from this source

Your tablet and personal data are more vulnerable to attack by unknown apps. By installing apps from this source, you agree that you are responsible for any damage to your tablet or loss of data that may result from their use.

Step 5

Tap the **back** button in the top-left corner, then tap **Install**.

Libby

Do you want to install this application? It does not require any special access.

CANCEL   INSTALL

Step 6

Once the app is finished installing, tap **Open** to start using Libby!


Using and Navigating Libby

Once you download the Libby app or go to www.libbyapp.com, you will have to add your library card. Click on **ADD YOUR LIBRARY CARD** then search for **AMITYVILLE PUBLIC LIBRARY**.
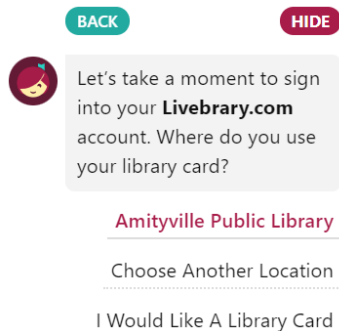

Then you will enter your library barcode/username and your library account password. If you've never made a library account password before or can't remember it, go to our website (www.amityvillepubliclibrary.org) then click on **ACCESS LIBRARY ACCOUNT** under the Search Catalog search bar.
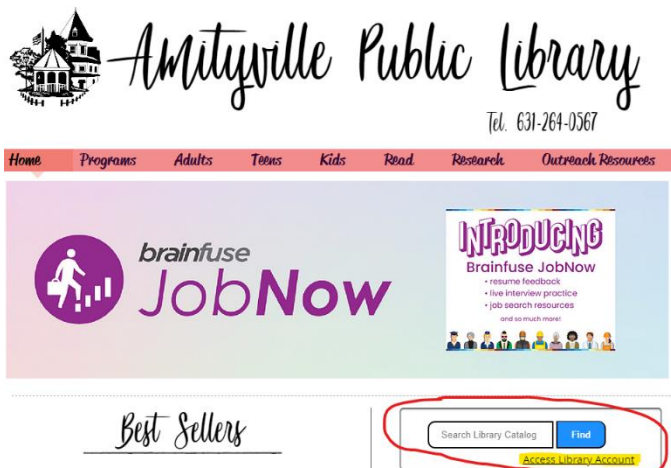
In order to make or change your library account password, you'll have to make sure there is a valid email address on your account. If you need help figuring out if you have an email address on your account, call 631-264-0567 for more assistance!

Borrowing and Downloading Titles

Once you are logged in, you can begin to search for the book you want to read or listen to. You can use the 🔍 icon to search for a specific author or title. If you don't have a specific author or title in mind, you can just browse the main page. Once you find the book you are looking for and it has the ⊞ symbol next to it, then click on **BORROW**. It will automatically set the loan period for 14 days and if you'd like to change that, you just click on the 14 days to change it. Once you borrow it, you can choose to open the book, keep browsing or go to Shelf.
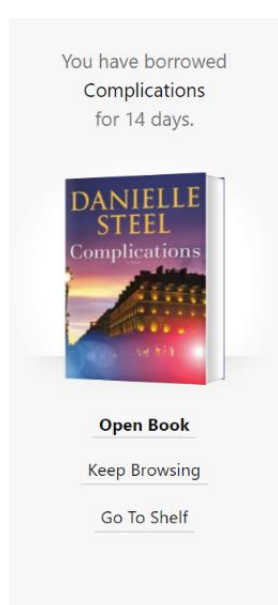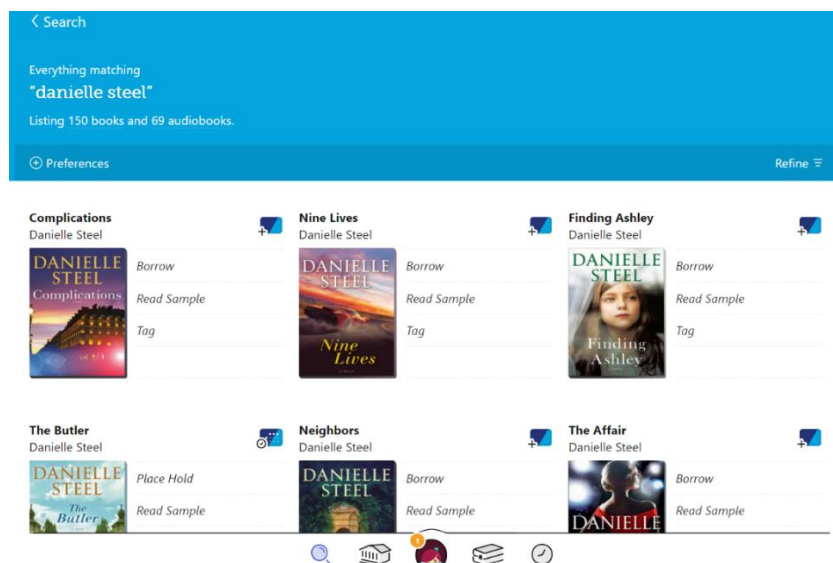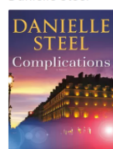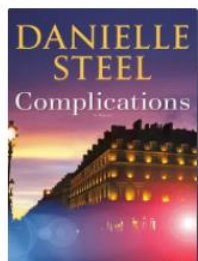
If you are searching for a title and you have already borrowed it before, a yellow ==borrowed== will show up next to the title.
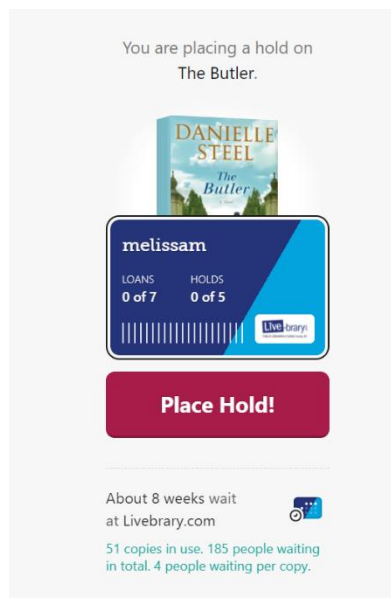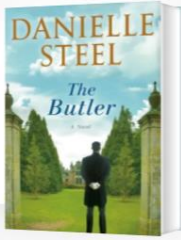

Placing Holds on Titles

If the title you are looking for is not available yet and has the ⊙ symbol next to it, then you'll have to select **PLACE A HOLD**. It will let you know how long the wait will be for you to get your copy as well as how many other people are waiting for it. If you still want to place a hold, click 'Place Hold!'

If you are going away and need your hold suspended for a few days, click **SUSPEND HOLD** then select how many days you want to suspend your hold for so you won't get it while you are not available!

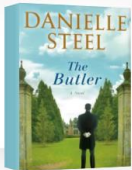You have placed a hold on
The Butler.

Read Sample

Suspend Hold

Keep Browsing

Go To Shelf

You are updating your hold on
The Butler.

Suspend for 7 days

Your hold will keep moving to
the front of the line, even while
suspended.

Update Hold!

You will receive an email at the email address on your library account when the book is ready for you to read.

If you decide you want to **CANCEL A HOLD**, click on the ⊘ symbol to go to your Timeline. Here you can see what books you have on hold, what you have checked out and what you already checked out then returned. Click **ON YOUR HOLDS SHELF** under the book title, then click **MANAGE HOLD**, **CANCEL HOLD** then click **CANCEL HOLD!** See the pictures below for a visual of this process.

1.

Timeline

loans 2   holds 2   returns 2

NOVEMBER 2021

The Butler
Danielle Steel
On your holds shelf.
Placed on hold.
2 NOV

Royal
Danielle Steel
Placed on hold.
2 NOV

Blue Moon
Lee Child
Returned 13 days early.
2 NOV

OCTOBER 2021

Complications
Danielle Steel
Returned 13 days early.
30

2.

Timeline

loans 2   holds 2   returns 2

NOVEMBER 2021

The Butler ·
Danielle Steel
==On your holds shelf.==
Placed on hold.

2
NOV

Royal ·
Danielle Steel
Placed on hold.
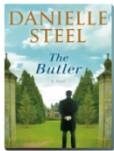
2
NOV

Blue Moon ·
Lee Child
Returned 13 days early.

2
NOV

OCTOBER 2021

Complications ·
Danielle Steel
Returned 13 days early.

30

3.

‹ Timeline

ACTIONS

The Butler
Danielle Steel

~8 Weeks

Manage Hold

Read Sample

Placed Today

We don't have any data for this title.

AT YOUR LIBRARIES

About 8 weeks wait
at Livebrary.com

You are 196th in line. 51 copies in use. 196 people waiting in total. 4 people waiting per copy.
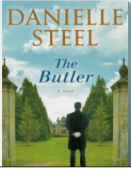
TIMELINE FOR THIS TITLE

Placed on hold.

2
NOV

4.

Timeline

ACTIONS

The Butler
Danielle Steel

~8 Weeks

Manage Hold

Read Sample

Placed Today

The Butler
Danielle Steel
Libby

WAIT: ~8 WEEKS   melissam

Suspend Hold

Cancel Hold

Reading Journey

Share Title

Tag

5.

You are canceling your hold on
The Butler.
You have canceled your hold on
The Butler.
You will no longer be notified
when it is available.

Go To Shelf

Returning and Renewing Titles

If you want to return a title early or you want to renew a title, click on the symbol to get to your Shelf. Here you will see the books you have checked out.

Shelf

loans 1   holds 0   tags 1

RECENT LOANS

Complications
Danielle Steel

Read With...

Manage Loan

Due In 14 Days

Click on **MANAGE LOAN** next to the title you want to return or renew. If you want to return it early, click **RETURN EARLY** then click **RETURN!**

Complications ·
Danielle Steel
Live·brary

DUE 13 NOV, 3:50PM   melissam
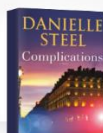
| Return Early | 1 person is waiting. |
| Renew Loan | ⧖ |

Reading Journey

Share Title

borrowed ⋮

You are returning
Complications
to Livebrary.com.

DANIELLE STEEL
Complications

melissam
LOANS   HOLDS
1 of 7   0 of 5
Live·brary

Return!

You have returned
Complications
to Livebrary.com.

**Go To Shelf**

Find Your Next Read

Reading Journey

If you want to renew an item, click **RENEW LOAN**. If it is too early to renew, it will be grayed out with an hourglass next to it. You can usually renew an item within 3 days of the due date and if there are already holds on it, you can select **REQUEST AGAIN** to be put back on the waiting list.

Changing your reading preference for books

To change your reading preference for all books:

1. Tap   .

2. Tap **Settings**, then **Read Books With…**.

3. Tap **Kindle** or **Libby** to open books that way by default, or tap **I Have No Preference** to choose how you open a book each time.
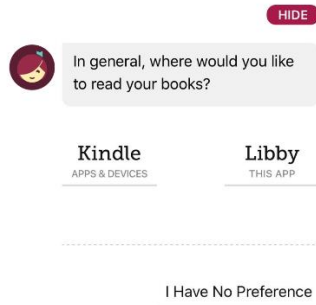
Reading with Kindle

You can read most borrowed books with Kindle (available in the U.S. only). To send a book to Kindle and read it there:

1. Tap .

2. Tap **loans** at the top of the screen.
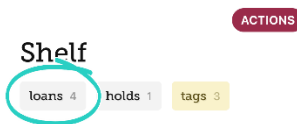
3. Tap **Read With…**.

4. Tap **Kindle**.

5. You'll be taken to Amazon's website to finish getting the book.
    o If you're signed into your Amazon account, verify the "Deliver to:" device and tap **Get Library Book**.
    o If you're not signed into your Amazon account, tap **Get Library Book**, and sign in.

Requesting Titles Not in Collection

When searching a library in Libby, you may discover titles that aren't in their collection. These titles will have a **Notify Me button** (instead of Borrow or Place Hold). Selecting Notify Me sets up a smart tag in Libby that will alert you if one of your libraries purchases the title at a later date.

### Here's how it works in the app:

1. Search for a specific title, author, or series.
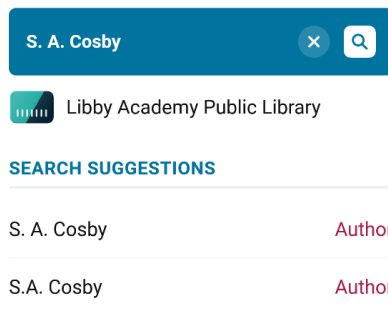
2. If you see the title you're interested in, and it has a Notify Me button, skip to step 5.

   If you ***don't*** see the title you're looking for in the search results ***and*** there are fewer than 100 results, tap [≡] .

   If you ***don't*** see the title you're looking for ***and*** there are ***more*** than 100 results, try a more specific search.
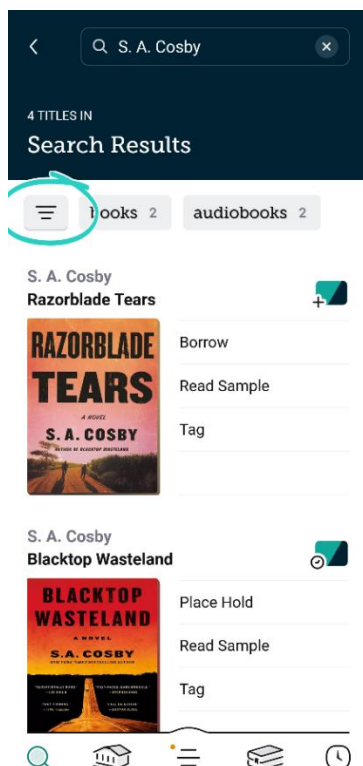
3. Near the bottom of the panel, select deep search. This filter adds titles that match your search query and are not in your library's catalog to your search results.
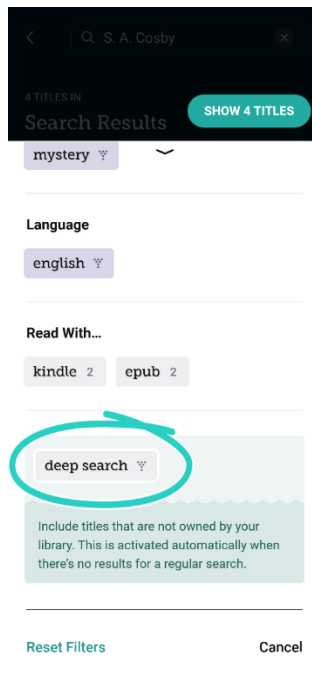

4. Tap Show Titles. Titles not offered by your library are now added to your search results.
Note: If any titles are offered by your other saved libraries, you'll see the option to borrow or place them on hold right away.

5. Tap Notify Me. The first time you tap this button, you'll be walked through a quick tutorial to set up a Notify Me smart tag (or prompted to use one you've already set up).
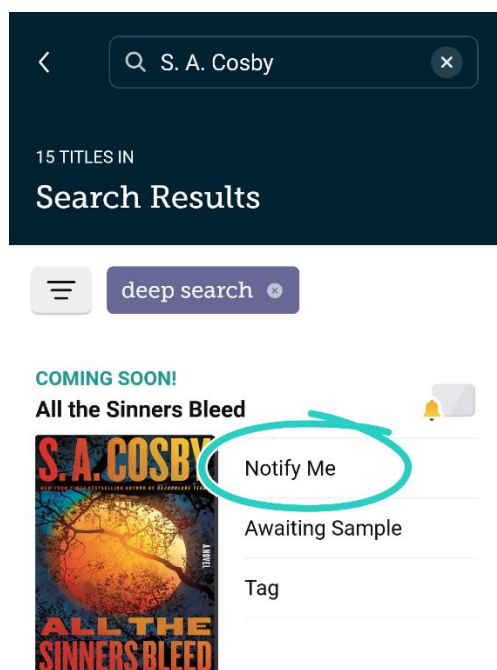
6. In the tutorial, select Manage Notifications, then select a notification option for Notify Me: Title.
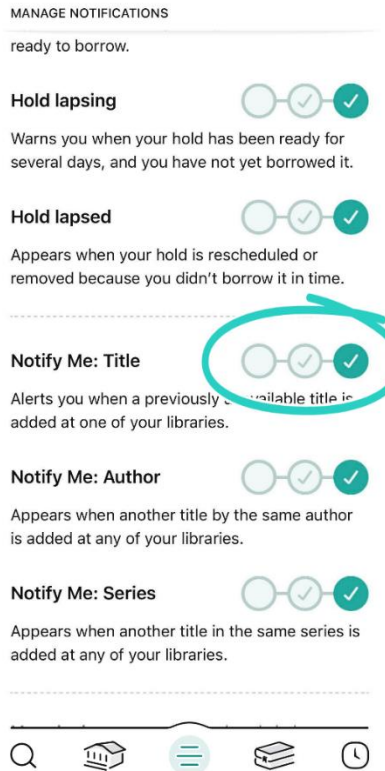
If one of your libraries purchases the title, you'll be notified and have the option to borrow or place the title on hold (depending on its availability).
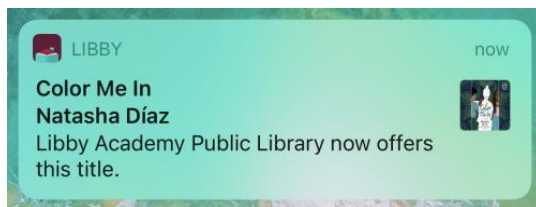
For any other questions, please call the library at 631-264-0567 and ask for the Reference Desk.

Amityville Public Library
19 John Street
Amityville, New York 11701 | 631-264-0567
www.amityvillepubliclibrary.org/