

CLOUD LIBRARY EBOOKS & AUDIOBOOKS

For Mobile Devices



Basic Info

- A collection of popular fiction and non-fiction eBooks and Audiobooks.
- Borrow up to 5 books at a time, for 21 days. No need to return – they expire automatically
- Read/listen off-line with the app (Mac, Windows, Apple, and Android), or transfer to an eReader.
- Available to North Vancouver City residents with an NVCL card.

STEP 1: Get the App!

1. Go to the App Store (Apple) or Google Play (Android)
2. Search for and install **Cloud Library**



STEP 2: Log into the App

1. Open the App on your device, and **log in** by selecting **Canada** from the drop-down list, and then **British Columbia**, and **North Vancouver City Library**.
2. Enter your **library card number** and **PIN** (the last 4 digits of your phone number) and tap **Login**.

STEP 3: Find a Book

Navigation

The navigation menu is along the bottom of the screen.

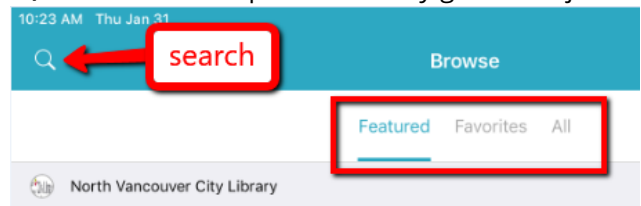


- **Home:** displays currently reading books and library messages
- **My Books:** your checkouts, holds, receipts (borrowing history), and saved items
- **Browse:** search and/or browse the collection
- **Account:** settings, help, and logout

Search & Browse

To find books, go to the **Browse** tab. Use the **Search** button at the top left if you know the titles you want, or use the Browse options – **Featured, Favorites, or All** – at the top to browse by genre/subject:

- **Featured:** new / popular items
- **Favorites:** choose your favourite subjects/genres to display
- **All:** show all titles by **audience** (adult, kids, teens), by **fiction/non-fiction**, and by **subject/genre**



Tips:

- Tap **See All** next to a genre/subject list to view a list of all the items in that category
- When you are browsing categories, tap the **X** at the top left of the screen to go up a menu, or **save** to set your preferences

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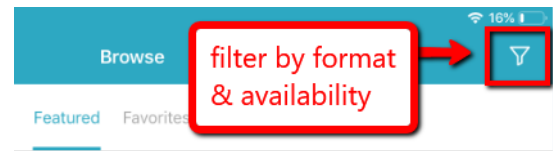
Identifying Formats

The Cloud Library collection includes both eBooks and Audiobooks – you can tell the Audiobooks by the **headphones** icon in the top right corner of the cover.



Filtering by Format & Availability

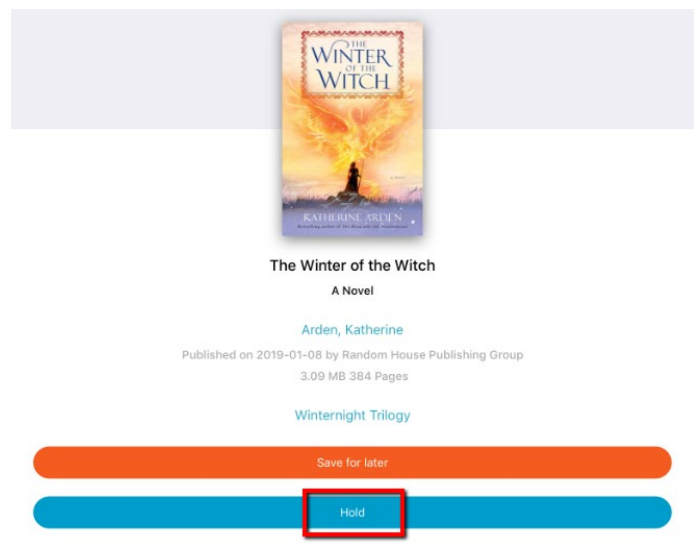
Click the **Filters** button at the top of the screen. If you only want to see a specific format (ebooks or audiobooks) in your search/browse results, uncheck the format you don't want to see. If you only want to see titles that are available for checkout, click "Available Now"



STEP 4: Borrowing a Book

Holds & Save for Later

If the book you want is out, you can place a **Hold** on it by clicking the **Add to Hold List** button next to it, and entering your **Email address**. When the book is ready for you, you will get an email with a link to the book so that you can go check it out and download it.



Checking Out a Book

If the book you want is available, tap **Borrow**. The book will immediately be checked out to you. it will immediately start to download. Go to the **My Books** section to view it:

STEP 5: Reading Books & Managing Your Account

To read and manage your books, go to the **My Books** tab:

- **Current:** your current checkouts
- **Receipts:** your borrowing history
- **Holds:** holds that aren't available yet
- **Saved:** items you've "saved" to checkout/read later

Tap on **Read** to download and open your book.

While reading, tap the centre of the screen to open the menus (change font size, brightness, etc.), or to exit the book and return to the app menus.

