



How to read books and audiobooks on a PC*

You will need a valid library card with password, Internet access, and your device

1. Set Up Procedure for first use only:

- See other side

2. Find a book at Libbyapp.com (Live-brary)

- **To search for a specific book:**
 - Click the magnifying glass at the bottom of the screen and enter a title, author, or combination of keywords.
- **To browse by category:**
 - Select button for Newest, Popular, Random or Available Now.
 - Scroll down to Guides for links to Kids, Teens and Spanish language collections.
 - Scroll further to see Librarians' Lists of books on selected topics.
- **To filter search results:**
 - At the top left, click the 3 line icon to choose a Sort By preference, Format, Availability, Audience or Subject.

3. Borrow a Book:

- Click Borrow to the right of the book cover, or click the book cover for more information and then click Borrow.
 - Click Borrow, then select Open Book to start reading, Keep Browsing, or Go to Shelf to see all your borrowed titles.
 - When you select Open Book you will be asked where you want to read the title. Choose Libby to read in your computer's browser, or Kindle to send the book to your Kindle app or device. For Kindle you will need to log in to your Amazon account and verify where you want the book to go.
 - If you borrow an audiobook, click Open Audiobook and click the play button when you are ready to begin listening.

4. Reading Tips:

- To turn the page, click the right side to go forward or the left to go back.
- In the book, tap the center of the page to access the following options:
 - <Back - return to Shelf
 - A icon - appearance options including text size
 - Search (magnifying glass) - search within the book
 - Bookmark - bookmark a specific page or highlight text
 - Table of Contents - list of chapters you can access by clicking

5. To Return a Title Early: (Books will return automatically on the due date)

From the Shelf, click Manage Loan, select Return Early, then click Return!



Set Up Procedure for first use only:

- Go to libbyapp.com
- Click Sign in with My Card
- At Where do you use your Library card, click Smithtown Library
- Enter your barcode number or user name and click Next
- Enter the password used with your library card and click Sign In
- An image of your card will come up. Click Next

Libby Navigation Icons:

- Magnifying Glass: Search
- Building: Homepage
- 3 Horizontal Lines: Settings, Help & Support
- Books: Shelf (Your checked out items)
- Clock: Timeline of Loan history

***Libbyapp.com can also be used to read books and audiobooks on a Mac.**

For More Help with Libby: Click the 3 Horizontal Lines icon at the bottom center of the screen, click Get Some Help, then click Help Site or enter a question of your own.

**For further assistance, please contact the Reference Desk at any
Smithtown Library Building at (631) 360-2480.**