

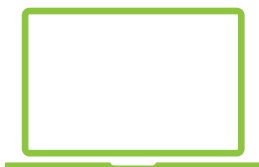
BORROWBOX HANDY GUIDE

Borrow eBooks and eAudiobooks
online with our library app



Step 1

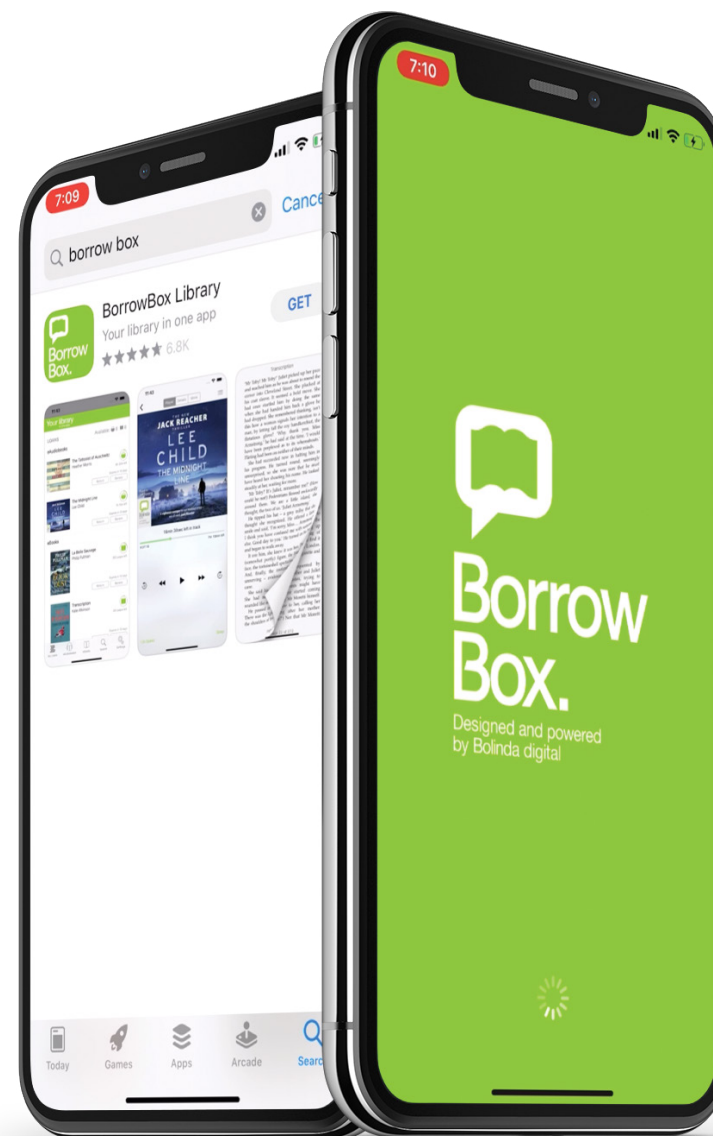
Download the app and login to your library



Online – From your library website log in to BorrowBox with your library ID/barcode and password/PIN.



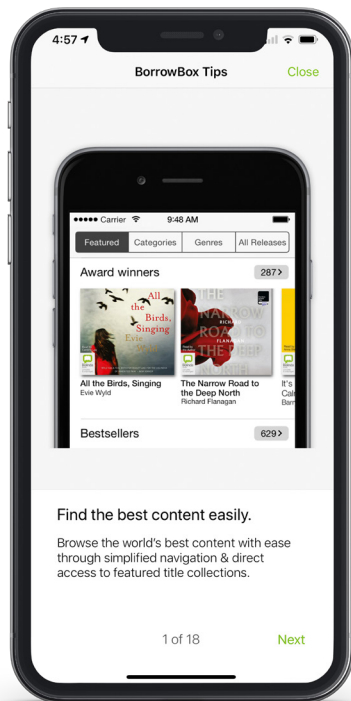
App – Download the BorrowBox app. Select your library and enter your library ID/barcode and password/PIN.



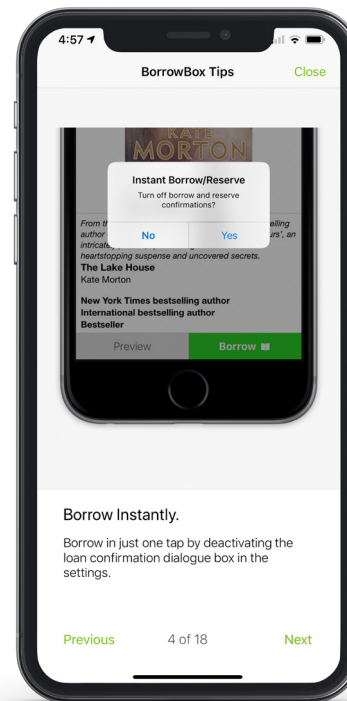
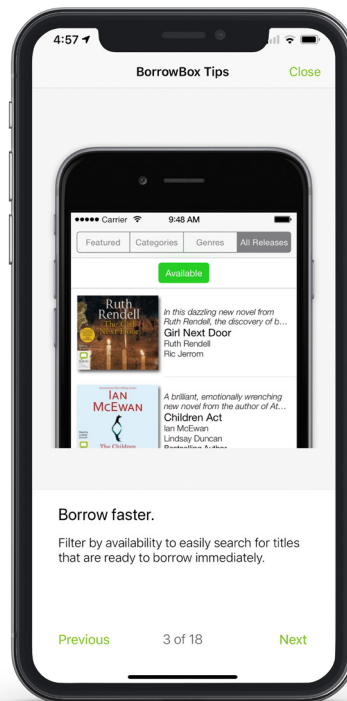
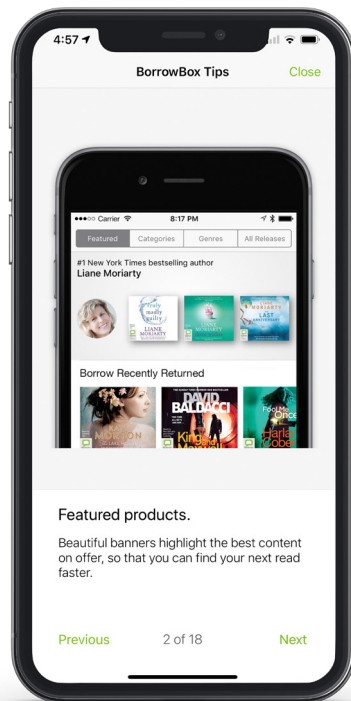
Step 2

Handy tips about our app to get you borrowing faster

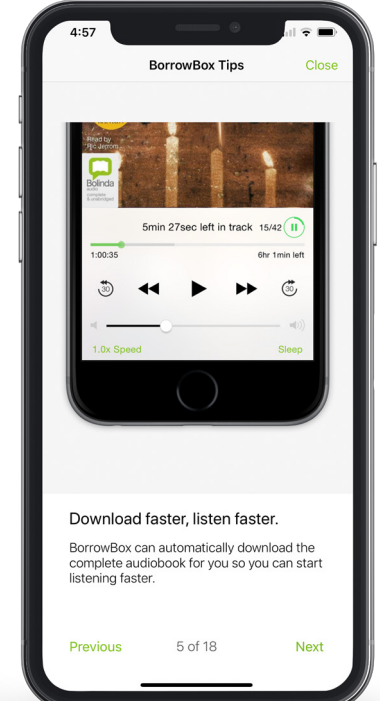
Find the best content



Borrow Faster



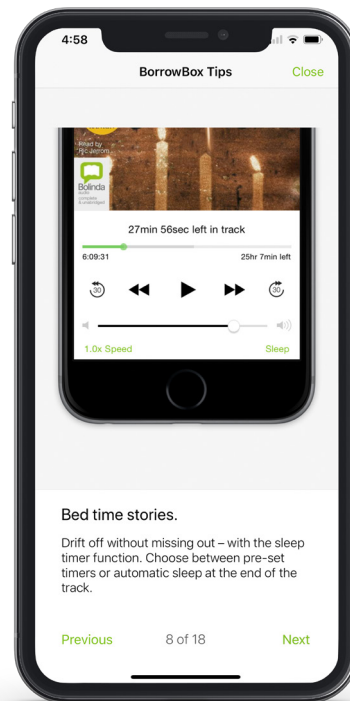
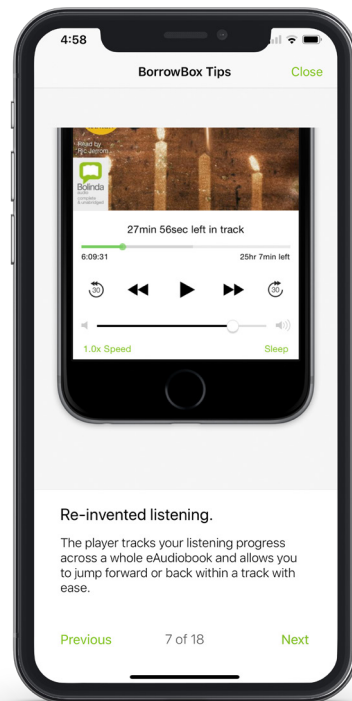
Automatic Downloads



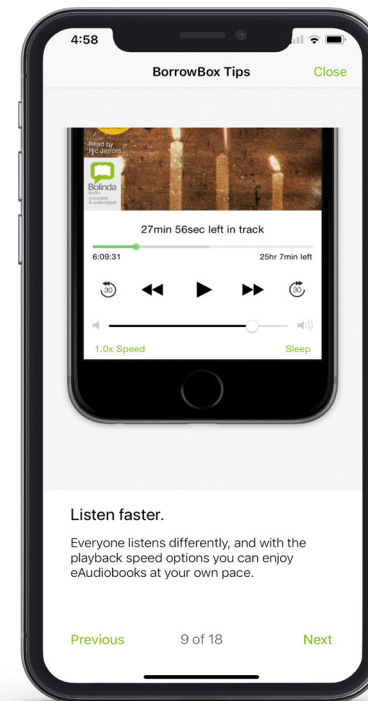
Step 2

Handy tips about our app to get you borrowing faster

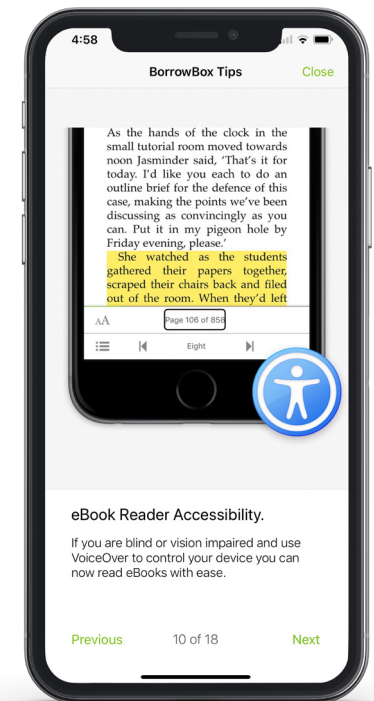
Listening Progress



Listen at your own speed



Activate Voiceover



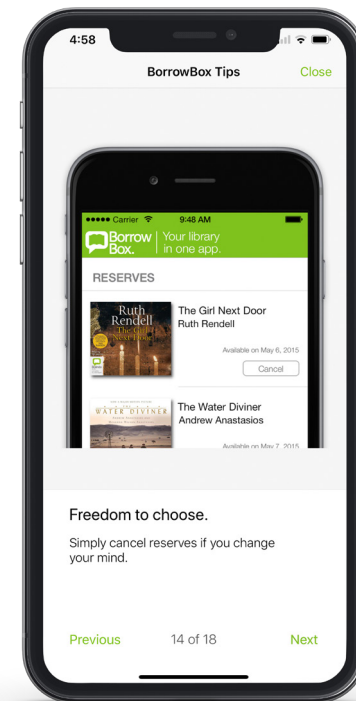
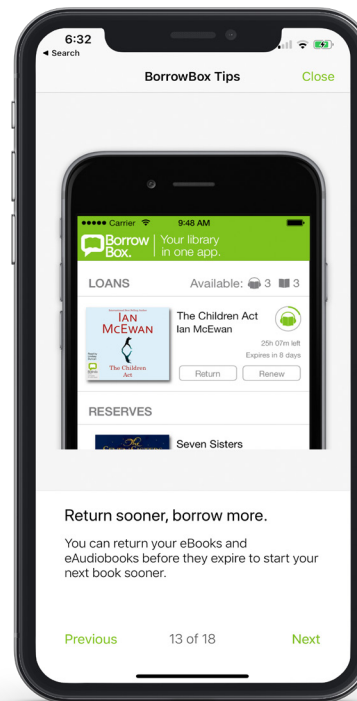
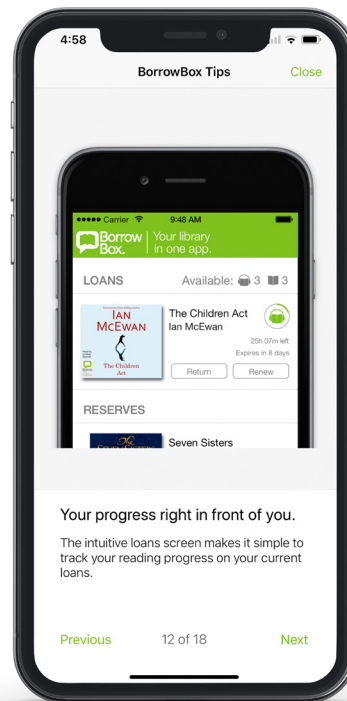
Step 2

Handy tips about our app to get you borrowing faster

Activate Dyslexic Font



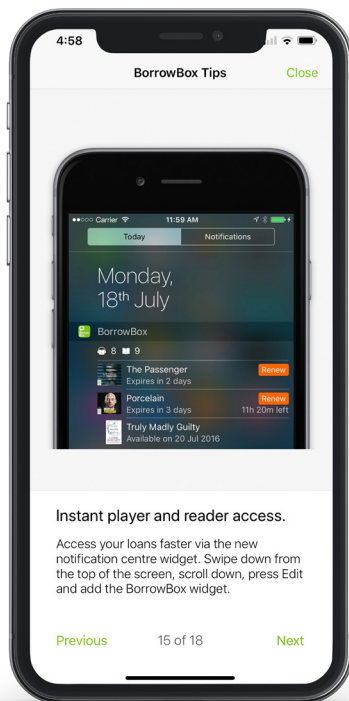
Early Returns



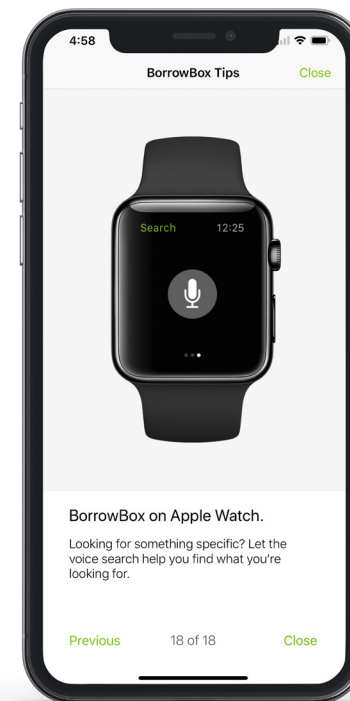
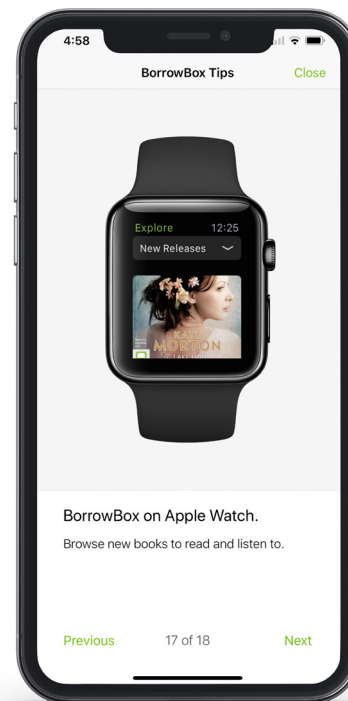
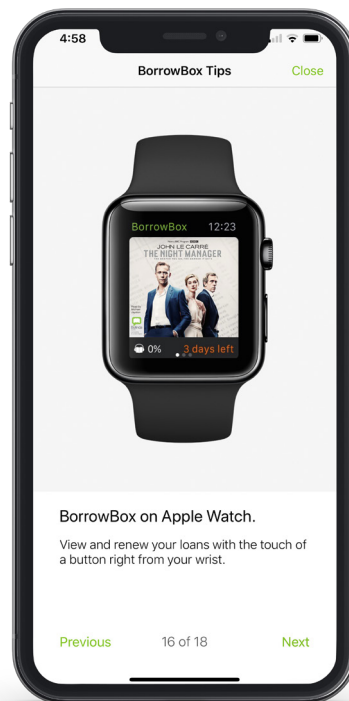
Step 2

Handy tips about our app to get you borrowing faster

Get Notified



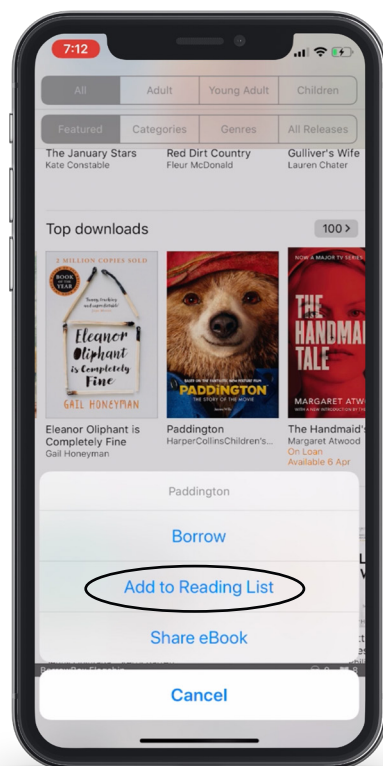
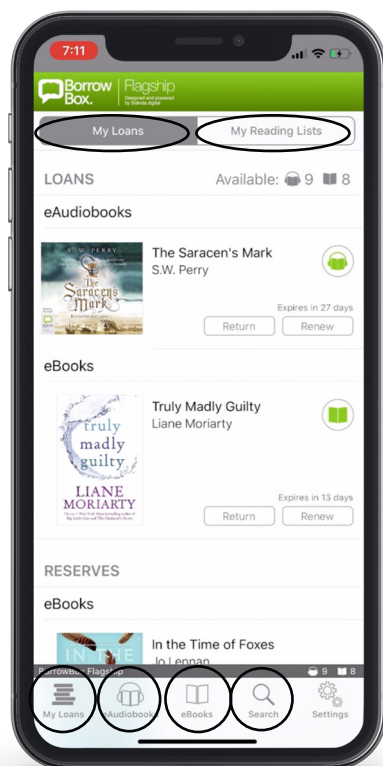
On Your Watch



Step 3

My loans, reading lists and sharing

On the top bar you can see **My Loans** and **My Reading Lists**, on the bottom bar you can see **My Loans**, **eAudiobooks**, **eBooks** and **Search**. From this screen, you can see how many loans you have remaining, titles that you have on reserve and your loan history.



If you have used up all your loans and discover other titles you want to read or listen to in the future, you can add them to **My Reading Lists**.

Tap on **My Reading Lists** to view which books you have added.

You can add eBooks and eAudiobooks at any time, simply tap and hold the cover, a list will pop up from the bottom of your screen giving you the option to add to your reading list.

If there are titles that you want to share with your family and friends you can do that from here, too. Simply **click Share** rather than Borrow or add to Reading List.

Step 4

Search and download an eBook

You can browse your BorrowBox selection of eBooks by **tapping on eBooks** at the bottom of your screen.



To search for an eBook, **tap search** at the bottom of your screen, type in the title of the eBook you are looking for, the title will appear in the drop down list.

Tap on the **title**. Tap **borrow**. Tap **confirm loan**. If you would like to receive notifications when your loan is about to expire, tap **yes** and **accept notifications**.

You can **read now** or **keep browsing**.

At the bottom of your eBook you can configure personalised fonts and size settings on the bottom bar. There are additional functions to choose from, such as **colour**, **layout** and **margin width**.

Click on the stack icon to move between chapters with ease. Tap on the cover on the top right hand side to close the book. **Tap My Loans** to return to the home screen.

Step 5

Search and download an eAudiobook

You can browse your BorrowBox selection of eAudiobooks by **tapping on eAudiobooks** at the bottom of your screen.



To search for an eAudiobook, **tap search**, type in the title of the eAudiobook and the title will appear in the drop down.

Tap on the **title**. Tap **borrow**. Tap **confirm loan**. You will be given the option for future loans to download automatically, tap **yes** if you would like to download automatically in future.

You can listen now or keep browsing.

To change the speed of the audiobook, **tap on Speed** on the bottom left hand side of your screen.

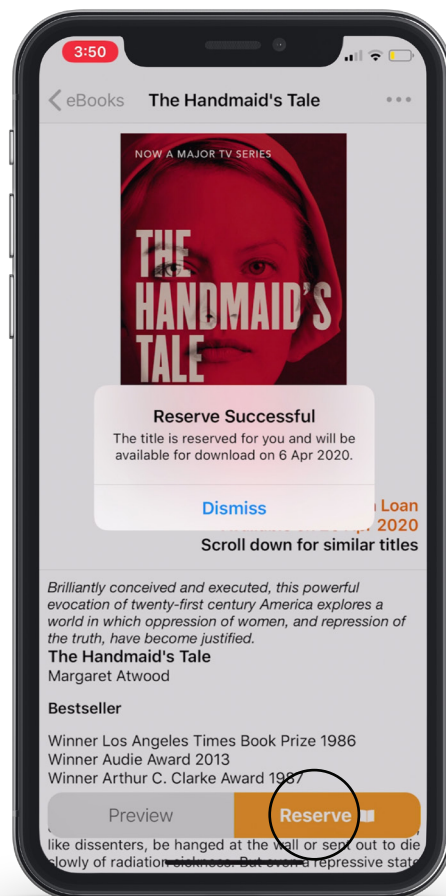
Tap on the Play Button to start listening.

Tap on the stack icon on the top right hand side to move between tracks with ease. You can review the details of the eAudiobook at the top of your screen and browse more eAudiobooks by that author while listening.

Step 6

Returns, Renewals & Reserves

To return an eBook or eAudiobook you simply **tap on the Return Button** on the My Loans screen. **Tap Confirm Return.**



To **renew** an eBook or eAudiobook **tap on the Renew Button** on My Loans screen. **Tap Confirm Renew.**

To **reserve** an eBook or eAudiobook, **tap on the book** and **tap the Reserve Button** or you simply **tap and hold the cover**, a list will pop up from the bottom, **tap reserve.**

If a user returns their loan early, you will move up in the queue and receive a notification.

Step 7 Enjoy!



Enjoy listening to the most popular eAudiobooks from your favourite authors everywhere you go.

Step 8 Revisit



We're always adding new titles, so visit often and make the most of your library membership.

