

## Helpful Tips

Wi-Fi/data is not required to read to the eBook **once it's downloaded**.

**Set Cellular Data Usage:** Account > Cellular Data Usage > Choose the preferences you desire.

If a title is not available, you may place a hold. You will receive an email when the title is available.

You are allowed up to 10 items checked out and 10 items on hold at one time.

There are no late fees. eBooks will automatically be returned after the 21-day lending period.



## Selwyn Public Library Locations

Bridgenorth Library  
836 Charles St., Bridgenorth  
705 292-5065

Ennismore Library  
551 Ennis Rd., Ennismore  
705 292-8022

Lakefield Library  
8 Queen St., Lakefield  
705 652-8623

[www.MyPublicLibrary.ca](http://www.MyPublicLibrary.ca)

### Support

Technology & Training Coordinator:  
Heidi Eshikaty

**Email: [heshikaty@mypubliclibrary.ca](mailto:heshikaty@mypubliclibrary.ca)**

## eBooks on Mobile Devices (Smartphones & Tablets)



**cloudLibrary™**  
by bibliotheca

### Library eNewsletter

Sign up for our eNewsletter and get information about library programs, special events, new releases, and library highlights.

**Sign up on our website: [www.MyPublicLibrary.ca](http://www.MyPublicLibrary.ca)**



## Getting started

Download the **cloudLibrary app** from the App store or Google play.

## Sign into the app

The first time you open the app you must select your country, province and library - Selwyn Public Library.

Then type your card number.

## Searching for eBooks

Tap **Search** at the bottom of the screen.

Search for title or author using the search box at the top of the screen.

Tap either **Featured**, **Favourites** or **All** at the top of the screen to see books by subject. Under **All**, change which categories to display by tapping the arrow below:



Tap **Filter** to refine your search results.



You can filter by format or for items **Available Now**. Use the **Suggestions for Library** filter to find and request eBooks for purchase.

Filter preferences are saved between sessions. Tap **Save** to save your filters.

You may also **Sort** your search results by title, author, date, date added or user rating.

## Checking Out and Downloading

When you have found a title you want, tap on the book cover to see more information.

Tap on **Borrow**. (or **Hold** if the item is in use).

Tap **Read**. The item will open and download.

## Reading eBooks

Once an eBook is open, you turn pages by swiping in from the sides of the screen.

Tap in the centre of the screen to bring up controls to:



- Add bookmarks
- Change text size
- Search the eBook
- Navigate table of contents
- Manage bookmarks

## Quick View - Available or Place Hold

From any eBook shelf > click on **See all**



## Managing & Returning eBooks

Tap **My Books** to view:

**Current:** items on loan to you.

**Returns:** Items will automatically return on their expiry date.

**Why should I manually return my eBooks early?**

It is a courtesy to others who are waiting to enjoy the book that you just finished. If you have a book checked out, no one else can read that copy. Just like a physical book, the book is unavailable to others when it is checked out.

**Renew** an item from 3 days before it expires, if there are no holds on it.

**History:** titles you've borrowed in the past.

**Holds:** your items on hold.

Tap **Remove Hold** to cancel a hold.

**Saved:** titles you save for later, like a wish list.

**Account:** add additional library cards to the app, set notification preferences, view help and tutorials.

Turn on email alerts in **Account - Notifications**