

Getting started

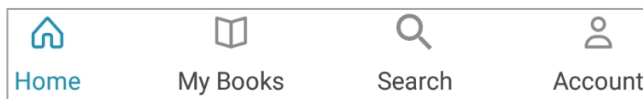
Download the **Cloud Library app** from:

www.yourcloudlibrary.com

Sign into the app


1. The first time you open the app you must select your country, province and library
2. Then type your card number and PIN
3. Turn on email alerts in **Account - Notifications**

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
- To **Browse** 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:

RESULTS WITHIN **ADULT / FICTION**

- 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 e-books for purchase.


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

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

Checking out and downloading

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


Updated: July 2019

2. Tap on **Borrow**, or **Hold** if the item is in use
3. Tap **Read**. The item will open and download
4. To resume a book you have started reading you can tap the round book icon 

Reading e-Books

Once an e-book is open you may move forward or backward 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 **Aa**
- Search the e-book
- Navigate table of contents
- Manage bookmarks

Managing & returning e-books

Tap **My Books** to view:

- **Current:** items on loan to you.
Return a title to early if required. It will return itself on its expiry date
Renew an item from 3 days before it expires
- **History:** titles you've borrowed in the past
- **Holds:** your items on hold.
Tap **Remove Hold** to cancel a title on 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.

Other resources

cloudLibrary Help

<https://www.yourcloudlibrary.com/common-issues/>