



Getting Started with Libby

Compatible with iOS 10+ and Android 5.0+. If you have a Windows or Mac computer or a Chromebook, you can use Libby in your web browser at libbyapp.com.

Libby is not currently available for Kindle Fire (you will use the Overdrive app instead).

SET-UP

You only have to do this section ONCE.

1. **Download and install the Libby, by OverDrive app:** Apple devices (iPhone/iPad) use the Apple App Store, Android devices use the Google Play Store.
2. **Open the Libby app.** It will ask if you have a library card. Tap **“Yes.”**
3. **Find Your Library.** We suggest tapping on **“Search For A Library.”** Type **“74074”** in the search bar.
4. Tap the first option **“OK Virtual Library/Stillwater Public Library.”**
5. Tap **“Sign In With My Card.”** Then select **“Stillwater Public Library.”** Type your library card number in the box that says **“Card Number”** and then tap on the **“Sign In”** button.
6. A virtual library card will appear. Tap **“Next.”**
7. The app will open in the OK Virtual Library. If you plan to read on a Kindle, tap **“Yes, I Read With Kindle.”** Otherwise, tap **“Skip.”**

NAVIGATE

The navigation menu is located at the bottom of the screen.



Tap to search for items to borrow.



Tap to open the OK Virtual Library. It will open where you were most recently browsing.



Tap to access settings including accessibility features, notifications, download rules & more.



Tap to access your virtual library shelf to access your loans, holds and tags.



Tap to see a timeline of your checkouts and holds.

BROWSE

1. Tap on the **magnifying glass** at the bottom of the screen to pull up the search option.
2. Tap on the **“Search...” bar** at the top of the screen. Enter a title, subject, or author.
3. Under the search bar you can **“Explore with Filters.”** Common filters like **“available now,” “kindle”** and others can be tapped to apply. Or tap **“+more”** to pull up more options.
4. You can also tap **“Preferences”** when search results are displayed to narrow results based on your selections. Options include **“audio,” “kindle,” “available now,”** and several others.
5. To **read a synopsis of the book, see reviews, or read a sample** tap the book cover. Audiobooks have a pair of earbuds at the bottom of the cover.



CHECK OUT & PLACE A HOLD

The lending period is **14 days**. Items return automatically. You can borrow **6 items**.

1. Tap **“Borrow”** next to the cover image. Then tap on the **“Borrow!”** button under the card.
2. Pick an option: **“Open Book”** to begin reading immediately, **“Keep Browsing”** to search for more items, or **“Go to Shelf”** to view all of your checkouts.

If the item is already checked out to another, you will see **“Place Hold”** instead of “Borrow.” Once you place the hold, the approximate wait time will show up on your shelf. When a hold becomes available, you'll get a notification and have 3 days to borrow, deliver it later, or cancel it.

To Deliver Later or Suspend a Hold

1. **Go to** the book shelf icon. 
2. Tap **“Holds.”**
3. Tap **“Deliver Later”** and use the slider to pick a "deliver after" date. After this date, you'll get a copy when someone returns it.
4. To **“Suspend a hold”** use the slider to choose how long you'd like to suspend your hold.
5. Tap **“Update Hold.”**

READ & LISTEN

Go to your shelf and tap **“Open in Libby”** next to the title you want to read or listen to. It should automatically reopen where you left off.

To Change Text Size: While you have the book open, tap the center of the screen, then tap on the **“A.”** From there, drag the **“Text scale”** slider to change the size of the text. For a wider range of text sizes, toggle **“Include accessibility sizes”** on.

RETURN & RENEW

When you finish a book, please return it so someone else can borrow it. If you do not finish your book during your 14 day checkout, you can renew it.

1. **Go to** the book shelf icon. 
2. Tap **“Loans,”** then tap **“Manage Loan.”**
3. Select **“Return Early”** or **“Renew Loan.”**

If you would like to renew a book but others are waiting for it, you will have to take your place on the hold list before you can borrow it again.

Need Help? *If you have issues with Libby please do not hesitate to contact the Help Desk at (405) 372-3633 x8106, email askalibrarian@stillwater.org, or stop by with your device. The library also offers free one-on-one tutoring for smart phones, tablets and computers by appointment if you need additional assistance using your device and/or Libby.*