

Overview

cloudLibrary offers eBooks and audiobooks for use on computers and portable devices.

cloudLibrary eBooks and audiobooks work on the following devices:

Device	Version of cloudLibrary App
iOS (iPhone, iPad)	iOS App on theApp Store
Android Devices, including Nook Tablets	Android App on Google Play
EPUB eReaders (Non-tablets)	Windows/Mac OS App from YourcloudLibrary.com
PCs	Windows App from YourcloudLibrary.com
Mac computers	Mac OS App from YourcloudLibrary.com
Kindle Fire	Kindle Fire App from YourcloudLibrary.com

cloudLibrary eBooks and audiobooks will not work on Kindle eReaders.

Basic Information

- You must install the appropriate app for each device before using cloudLibrary titles.

Your account, including where you left off reading in a given book, will be synchronized between all your devices automatically.

- Limits:
 - Install cloudLibrary on up to 5 devices.
 - Check out up to 5 eBooks at a time.
 - Place up to 5 titles on hold at a time.
 - Keep a title for up to 21 days.

Setting up Your Computer or Device

1. Download and open the app.
2. Select **United States** from the list of countries
3. Select **Illinois** from the list of states.
4. Select **Illinois Heartland Libraries System** from the list of libraries.
5. Tap **Accept** to accept the terms of service.
6. Enter your library card number (no spaces) and pin and tap **Login**. Your pin is initially the last 4 digits of your phone number. Please see library staff if you need help with your pin.)

Using the cloudLibrary App

Browse, checkout, and read titles directly from the app on your device. Specific menu options are different in the PC App than in the Android and iOS versions.

Finding a Title

There are three ways to search the cloudLibrary:

- View the Featured titles
- Browse by category (left menu)
- Search by keyword (magnifying glass)

You can filter your search (left menu) by format (eBook or audiobook) and availability.

Checking out a Title

1. Tap or click the cover art.
2. Tap or click the **Borrow** button.

The title will be added to the bookshelf for every device on which you've installed the cloudLibrary app.

Placing a Title on Hold

1. Tap or click the cover art.
2. Tap or click the **Hold** button.

My Books (left menu)

My Books shows the titles currently checked out to you under "Reading" and titles you have on hold under "Hold."

Catalog or App?

You can use either the library's regular catalog or the cloudLibrary app to browse the collection, checkout titles, or manage your account. To read or listen to cloudLibrary titles, you must use the cloudLibrary app.

Find cloudLibrary eBooks and eAudiobooks at
MahometPublicLibrary.org

Using the Mahomet Library Catalog

cloudLibrary titles are included in the Mahomet Library catalog along with print books, books on CD, DVDs, and music CDs. Browse and check out these titles just as you do with all items in the catalog.

1. Click **My Account** on the library website, MahometPublicLibrary.org.
2. Login into your account. *You cannot check out items unless you are logged into your account.*

Searching for a cloudLibrary Title

1. Search the catalog just as you would for any title, author, or subject.
cloudLibrary titles that match your search criteria will appear in the search results along with other library items. These titles are indicated by the cloudLibrary logo to the left of the title information, with a book icon for eBooks and a headphone icon for audiobooks.
2. *(optional)* In the left side bar under “**Authors**” click **cloudLibrary** to limit search results to those items.

Browsing all cloudLibrary Titles

1. Enter **cloudLibrary** in the search bar.
2. In the “Limit by” box, select **EBook** or **Audio-book** and click the **magnifying glass**.

Checking out a Title

1. Click the **Checkout** Button to the right of the title information.
2. Click **Check Out Now** to confirm.
The title will be added to the list of items checked out to your account and to the cloudLibrary bookshelf for every device on which you’ve installed the cloudLibrary app.

Placing a Hold

Click the **Place Hold** Button to the right of the title information, then click **Place Hold Now** to confirm. .
The title will be added to your list of requests under “My Account.” You will be notified when the item is available for checkout just as you would be notified for physical materials.

Returning Titles Early

cloudLibrary eBooks will be removed from your device(s) automatically at the end of the 21-day loan period. If you are finished with a title before the loan period expires, you can return it early for the next patron to read.

From the App:

1. From the left menu, choose My Books,.
2. Press and hold the cover art, then tap **Return**.

From the Catalog:

1. Log into your account.
2. Select **Items Out** from the **My Account** menu.
3. Click the **Check In** button for the title you wish to return, then click **Check In Now** to confirm.

Getting More Help

- More help with the cloudLibrary is available at **YourcloudLibrary.com**
- Library staff are always available for quick answers on using the cloudLibrary.
- One-on-one training sessions with staff are available by appointment or during our Open Tech Help hours.

Using



eBooks and Audiobooks

at the
**Mahomet
Public Library**

