



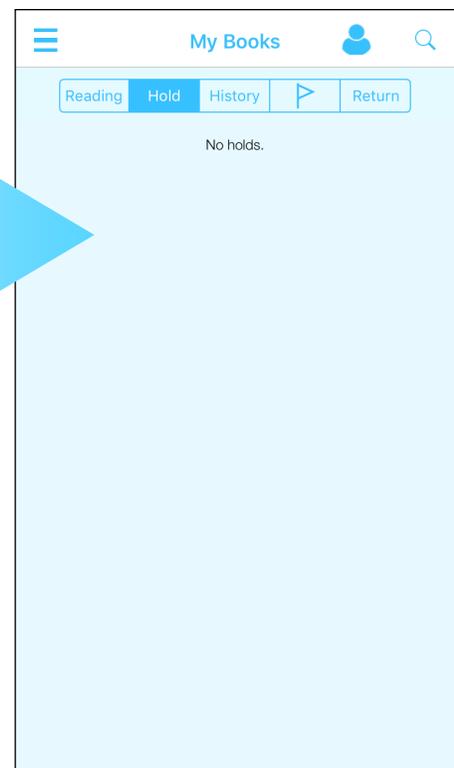
bibliotheca
CLOUDLIBRARY
TIPS & TRICKS



Congratulations on downloading the cloudLibrary app and maybe even borrowing your first book! Here are some tips and tricks to help you learn more about all the features that cloudLibrary has to offer. The device pictured here is an iPhone 6, but the app should look very similar on your iPad, Kindle Fire, or Android tablet or phone.

MY BOOKS

Main Menu
Tap the menu icon or swipe from left to right to open the main menu. From here, you can choose “My Books” to access titles you currently have checked out and other details.



Reading

Here are the titles you currently have checked out (up to three per account). Tap on a book cover to start listening or reading. You can also see how many days remain before the item is returned.

Hold

This is where you can monitor your holds, including the estimated number of days left to wait. You can also cancel holds from here by selecting **Remove Hold** next to the item.

History

The History tab keeps a record of your borrowed titles for your reference.



This flag represents “books of interest” or titles that you’ve flagged while browsing. Essentially a “to read” list, this is an easy way to keep track of books you’re interested in for future reference.

Return

All books will be returned automatically when they are due. If you want to return a book early to make room for something else, use the Return tab.



bibliotheca
CLOUDLIBRARY
TIPS & TRICKS



SEARCH

Search here → [Search bar with placeholder 'Enter search criteria']

☰ Search 👤 🔍 → Tap the magnifying glass to enter Search mode.

go to full library catalog → This will direct you *out* of the cloudLibrary app to PPL's website.

Swipe from right to left to open the menu below in order to limit search (and browse) results by format and availability and make suggestions for titles that PPL's cloudLibrary does not have.

Format

- ✓ eBooks
- ✓ Audiobooks

View

- ✓ All Library Titles
- Available Now
- Suggestions for library

Format

View

“All Library Titles” will display all results, including items that are currently checked out. To see only titles that are currently available, choose “Available Now.”

Tip: Want to suggest a title for our cloudLibrary? If your search produces no results, you can open this menu and choose “Suggestions for library.” This will display a list of titles that are *not* available from PPL, including a **Suggest** button (see right).

toni morrison

toni morrison

Toni Morrison
Bucknell University Press 2012
ISBN 9781611484922 - EPUB (6.85 MB)

SUGGEST

Toni Morrison
Noakes, Jonathan; Reynolds, Margaret
Random House 2012
ISBN 9781448138982 - EPUB (364.62 KB)

SUGGEST

Toni Morrison
Smith, Valerie
Wiley 2012
ISBN 9781118326749 - EPUB (546.98 KB)

Tip: In order to receive notifications when your holds become available, you must go to Settings in the main menu ☰ and turn email notifications **on**.

HOLDS

Why is the wait for this book hundreds of days?

You may notice that wait times are stated in number of days, rather than in number of holds like in PPL's regular catalog. This can make some wait times appear *very* long! Because cloudLibrary titles are checked out to patrons for 21 days, an estimated wait period of 210 days, for example, actually means there are ten holds on the item already,



bibliotheca
CLOUDLIBRARY
TIPS & TRICKS

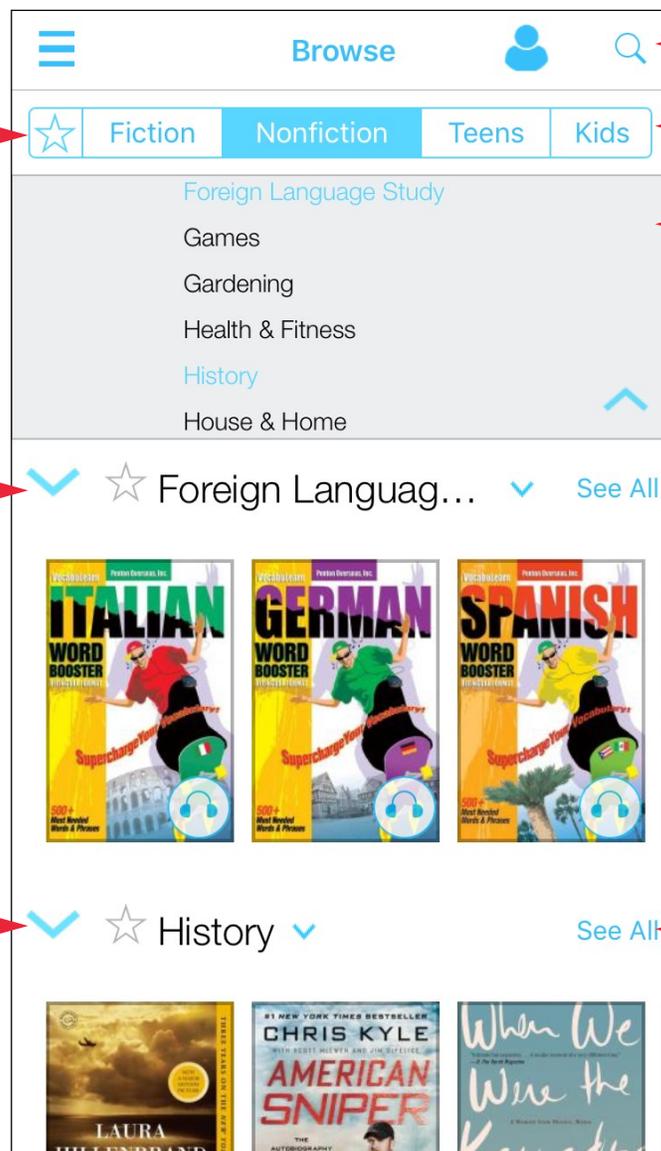


BROWSE

Ebook or Audiobook?



Audiobooks are labeled with a blue headphones icon. Titles without this icon are ebooks.



Search

Favorites (see below)

General categories

Subcategories

Tip: Topics highlighted in blue are displayed below. This makes it easy to keep track of your favorite genres and subjects. Tap a topic to highlight (or un-highlight) and create your custom browsing list.

★ Marking favorites

Tip: Starring a genre or subject will allow you to view all your favorites in one place in the ★ list (above). For example, it could make gardening, horror, and dystopian teen fiction all visible at once.

Specific subtopics

Tip: Tapping this arrow will display even narrower categories, such as Women, Sports, and Royalty within Biography & Autobiography.

See All

Scroll sideways to preview some more of a genre or subject, or tap here to see everything.

For further assistance, visit or call the PPL Readers' Advisory desk (871-1700 ext. 705) or make a technology tutoring appointment with PPL staff (871-1700 ext. 708).