



# SHETLAND LIBRARY eBooks

SHETLAND  
ISLANDS  
COUNCIL



## ASK S ABOUT EBOOKS

### Downloading Shetland Library eBooks using the Libro app.

These instructions will help you to find and download Shetland Library eBooks to Apple and Android mobile devices using the Libro app.

**Note:** This app is not yet available for Windows mobile devices, and is not compatible with some Android devices.

We have a free drop-in session in the Lerwick library, every Tuesday at 10am. We welcome you to call along with your eBook or computing questions.

#### Contents:

- ✓ The checklist.
- ✓ Get ready!
- ✓ Get reading!

*Instructions correct: January 2017*

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## Shetland Library eBook Download Instructions for mobile devices

How do I know if these instructions are right for my eReader type? Do I have everything I need to download Shetland Library eBooks?

### **Step 1**      **The Checklist. Do I have the right equipment and login details?**

- I plan to read my eBook on an Apple or Android mobile device.
- I am not using a Windows tablet or a Windows phone.
- I am not using a Kindle.
- My device operating system is up to date.
- My device has access to the Internet via wi-fi, 3G or 4G.
- I am a member of the Shetland Library. And my account has not expired.
- I know my library Borrower number and PIN.

**If you have ticked all of these boxes, then you are ready for step 2.**

If you are using a laptop, PC, basic eReader, or Android device. Please see instructions provided for those devices. For Windows devices and Kindle Fire, please see **eBook FAQs**.

If you do not know your borrower number or PIN, or are unsure of anything, please contact the Shetland Library. You can phone us on 01595 743868, drop into one of our Click sessions on Tuesdays at 10am (no need to book), or see our website for more ways to get in touch.

### **Step 2**      **Get Ready! Do I need any special software?**

Before you download an eBook for the first time, you will need to:

- Create an Adobe ID (if you do not already have one).
- Download the Libro eReader app.

#### **Create an Adobe ID**

On your device:

- Type in the following URL: <https://accounts.adobe.com> and choose the 'Get an Adobe ID' link. Or search for 'create Adobe ID' using Google or any other search engine.

**Fill in the Adobe ID form** (see our example here)

- Fill in your details.
- Tick the ‘[Terms of Use](#) and [Privacy Policy](#)’ box.
- Click the ‘**SIGN UP**’ button when ready.
- Keep your Adobe ID and password in a safe place. You will need them again.

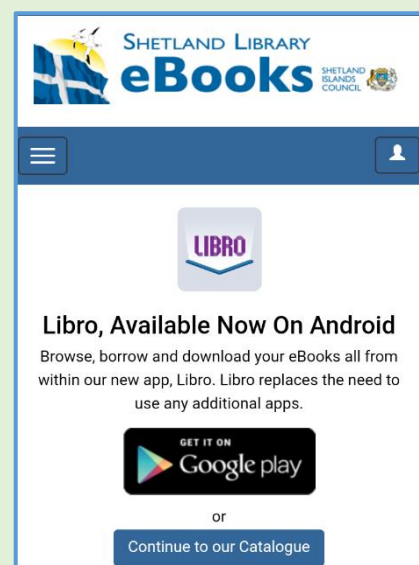
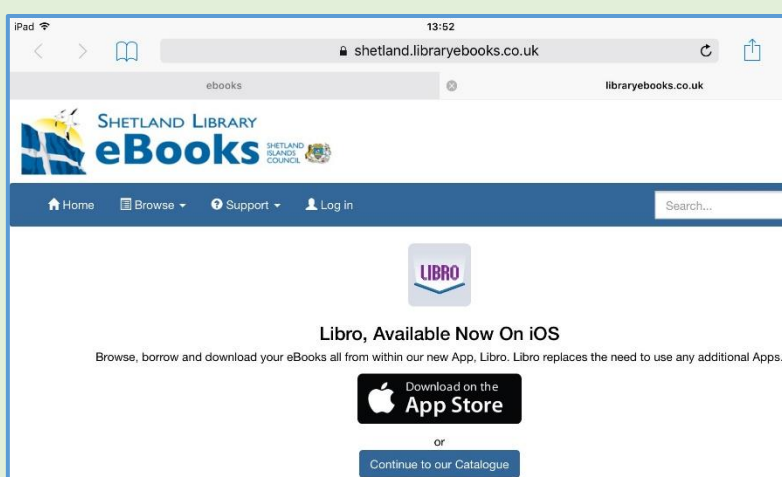
**NOTE:** If you already have an Adobe ID, make you sure you know your login and password before moving on to the next step in these instructions.

## Download and configure the Libro eReader app.

There are two ways to find and download the Libro app:

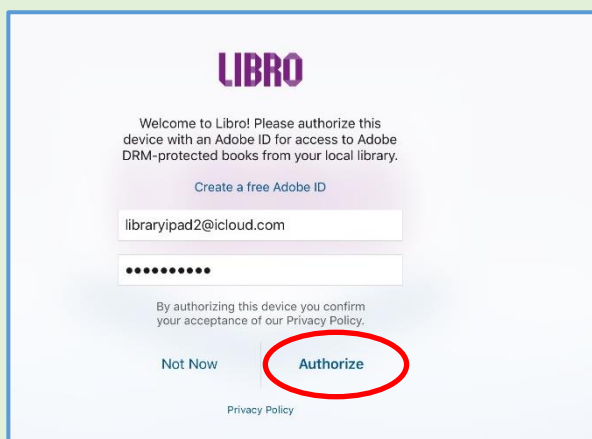
You can manually search your app provider on your device for the Libro app. Or you can simply load the Shetland Library eBook page, and you will be pointed to the correct app for your device. We suggest that you let our website guide you.

- Type [shetland.librarybooks.co.uk](http://shetland.librarybooks.co.uk) into your chosen web browser. For example, Safari, Chrome, internet Explorer, etc.
- The site will open, and a link to the correct app for your device will be displayed.

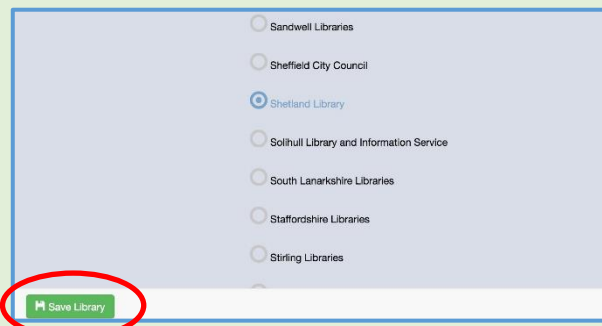


- **Download and install the app.**

Once Libro has downloaded and installed, open the app and **Authorize** your phone or tablet by entering your Adobe ID.



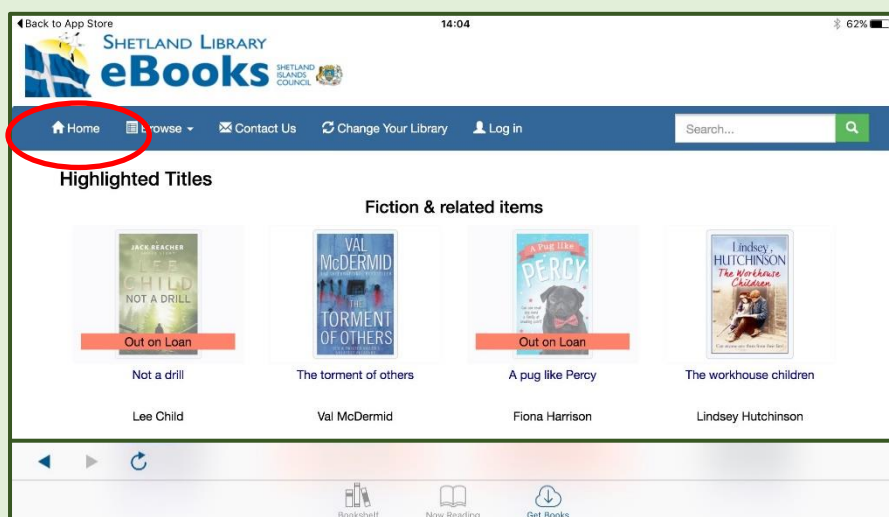
Next, select **Shetland Library** from the displayed list, and 'Save Library'.



If your device fails to Authorise, the most likely explanation is that your Adobe ID or password is incorrect. Please check them, and try again. If this still does not work, please get in touch with the library.

### Step 3 Get Reading! Choosing and downloading eBooks.

The app will open the **Shetland Library eBooks site** at the 'Latest Arrivals' page. You can begin your search for books from here, but we would recommend you tap the '**Home**' tab and begin browsing from the '**Highlighted Titles**' area.



You can choose up to 4 eBooks.

You can browse the site as a guest without logging in.

In order to download books, you will need to log in to the site.

You can **Log in** now, or log in once you have chosen your books.

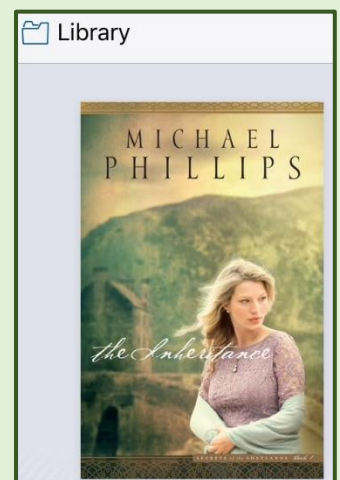
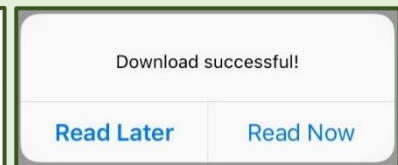
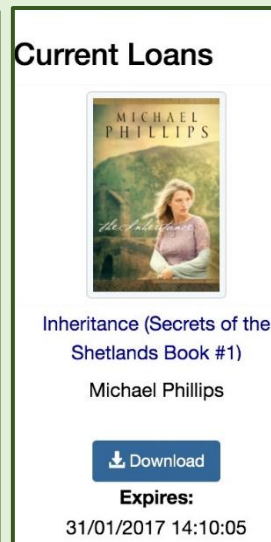
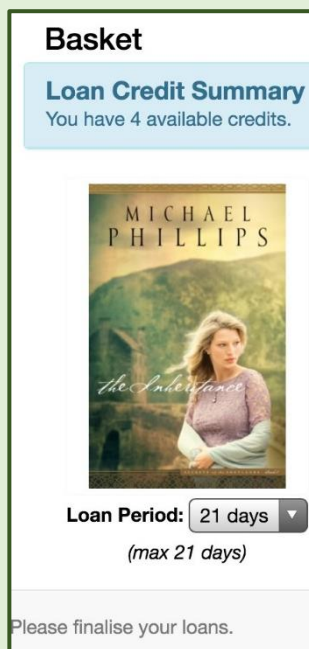
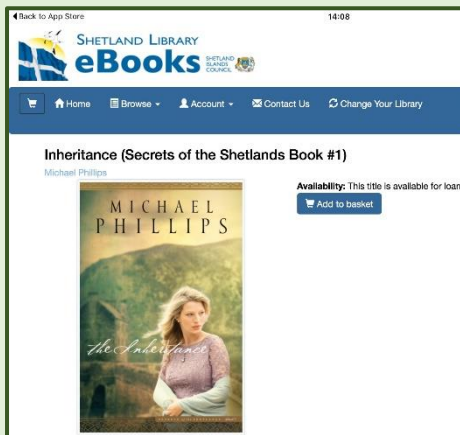
You can choose to stay permanently logged in to the site, by ticking the 'Remember me' box.



However, we would suggest you only do this if you own, and are the sole user of the device.

Once you have chosen the eBook(s) you would like to read, follow the steps below:

- Tap the book title.
- Tap **'Add to Basket'**.
- Choose the **'Loan Period'** (1-21 days).
- Tap **'Checkout'**, then **'Download'**.
- Once you see the **'Download successful!'** message, your book is ready to read.
- You can choose to **'Read Later'** or **'Read Now'**.



Your eBook can be accessed from the **'Bookshelf'** in Libro app's **'Library'** at any time during your chosen **Loan Period**. If you finish the book before the loan period is finished, you **cannot** return it to free up more loans. You cannot renew an eBook, but you can download it more than once, so long as it has not be reserved by another customer.

You can set **'Bookmarks'**, change the text size, etc, by using the various menus within Libro. These menus are usually displayed by either tapping on the screen while the book is open. Or by swiping down from the top of the screen, but each device will be slightly different.



We hope you enjoy using Shetland library eBooks.

If you would like help with using eBooks, or any of our eServices, please do not hesitate to get in touch.

Thank you.