

Cloud Library eBooks and eAudiobooks



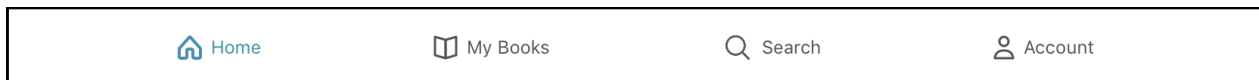
CloudLibrary is compatible with most computers, tablets, smartphones, and eReaders.

Please note: The layout of the app may look different on different devices.

USING CLOUDLIBRARY ON A TABLET OR SMART PHONE:

1. Download the free CloudLibrary app through your device's app store.
2. Sign in to the app by following the prompts on screen. You will be asked to select your Country, Province, and Library System. You may also be asked to review and accept the Terms and Conditions.
3. Enter your Library Card number with no spaces.
4. Enter your PIN (usually the last 4-digits of your phone number).
5. Tap on 'Login'.
6. Browse, search, borrow, and read or listen to books directly from the CloudLibrary app.

The navigation menu located at the bottom of the app includes Home, My Books, Search, and Account.



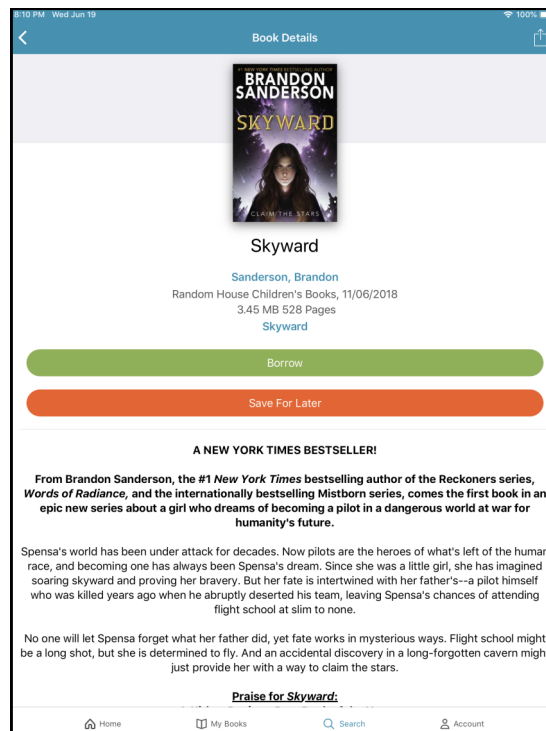
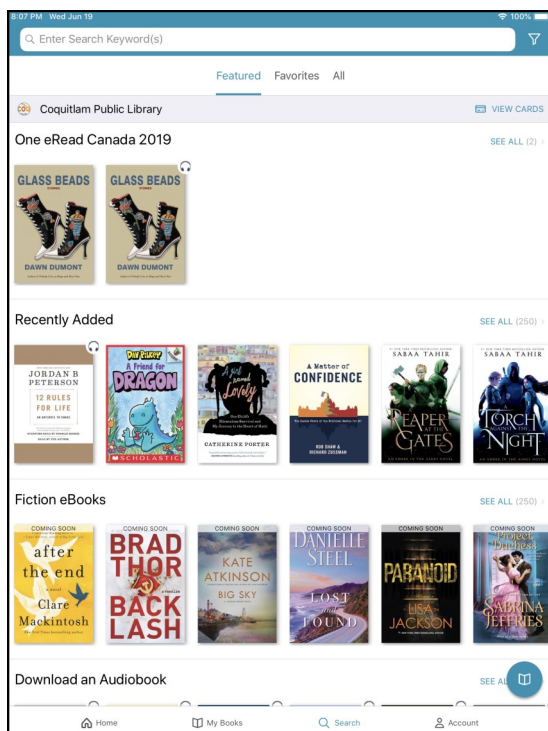
Home displays your digital library card and any CloudLibrary items currently checked out to you.

My Books displays currently checked out items. You may choose to read or return checked out items here.



The My Books screen also allows you to view your **History** of borrowed items; **Holds** placed; and **Saved** items.

Account allows you to set your account preferences or logout .

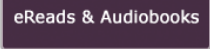



Search allows you to browse the collection or type in a search term. Use the search bar to type in a title, author, or keyword.

Item: When you tap on a book cover, you can click 'Borrow' to check out the item or 'Save For Later' to add to your Saved List. If the item has been checked out by someone else, click on 'Hold' to add item to your Holds List.

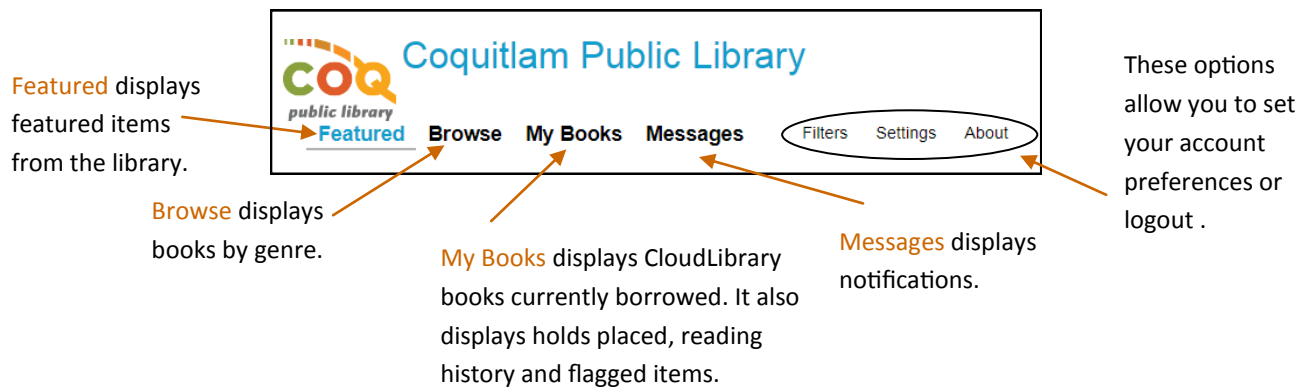
USING CLOUDLIBRARY ON A COMPUTER:

METHOD 1: THROUGH YOUR INTERNET BROWSER

1. Go to coqlibrary.ca and click on 
2. Click on the CloudLibrary logo.
3. Click on 
4. Enter your Library Card number with no spaces and your PIN (usually the last 4-digits of your phone number).
5. Browse, search, borrow, and read or listen to books directly from CloudLibrary on your web browser.

METHOD 2: THROUGH THE CLOUDLIBRARY DESKTOP APP

1. Go to <https://www.yourcloudlibrary.com/> and scroll halfway down the page to 'Choose Your App'
2. Click on the Windows or Apple download link and follow the prompts to download the app.
3. When your download is complete, open the CloudLibrary desktop app.
4. Sign in to the app by following the prompts on screen. You will be asked to select your Country, Province, and Library System. You may also be asked to review and accept the Terms and Conditions.
5. Enter your Library Card number with no spaces and your PIN (usually the last 4-digits of your phone number). Click on 'Login'.
6. Activate CloudLibrary on your computer by choosing the option "Automatically generate ID for CloudLibrary".
7. Browse, search, borrow, and read or listen to books directly from the CloudLibrary app.



ACCESSING EBOOKS ON AN EREADER:

To read an eBook on an eReader, you must have the CloudLibrary desktop app downloaded to your computer (Method 2 above).

1. After you have borrowed a book, plug your eReader into your computer using a USB cable.
2. Under the **My Books** tab, click the **Transfer to Device** button on each of the books you wish to transfer.
3. The Cloud Library app will notify you when the transfer is successful.
4. Unplug your eReader and enjoy!

OTHER NOTES:

- Items are automatically returned after the 21-day loan period.
- If an item is eligible for renewal, a 'Renew' button will appear in My Books 3 days before the due date.
- After books have been downloaded to your device, you may read them offline (without Internet connection).
- CloudLibrary eBooks and eAudiobooks can also be found in the general library catalogue and are marked with a CL logo.

Have a question? Need help?

Stop by the library any time or
book a librarian for a one-on-one session

604-554-7323 (City Centre) | www.coqlibrary.ca

604-937-4141 (Poirier) | askalibrarian@coqlibrary.ca

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