

## Overview

Cloud Library 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 iTunes App 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

**Cloud Library eBooks and audiobooks will not work on Kindle eReaders.**

## Basic Information

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

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

- Limits:
  - Install Cloud Library 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

- Download and open the app.
- Select **United States** from the list of countries
- Select **Illinois** from the list of states.
- Select **Illinois Heartland Libraries System** from the list of libraries.
- Enter your library card number (no spaces) and pin (see staff if you don't know 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 Cloud Library:

- 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

- Tap or click the cover art.
- Tap or click the **Borrow** button.

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

### Placing a Title on Hold

- Tap or click the cover art.
- 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 Cloud Library app to browse the collection, checkout titles, or manage your account. To read or listen to Cloud Library titles, you must use the cloudLibrary app.

**Find Cloud Library eBooks and audiobooks at**  
**MahometPublicLibrary.org**

## Using the Mahomet Library Catalog

Cloud Library 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.

### Finding an eBook

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.*
3. Search the catalog just as you would for any title, author, or subject.

Cloud Library titles that match your search criteria will appear in the search results along with other library items. These titles are indicated by the Cloud Library logo to the right of the title information, with a book icon for eBooks and a headphone icon for audiobooks.

*Note: to find only 3M titles, enter **3M** in the search bar and, in the "Limit by" box, select **E-resources** for eBooks or **Audio EBook** for audiobooks.*

### Checking out a Title

Click the **Checkout** Button to the right of the title information, then click **Check Out Now** to confirm. The title will be added to the list of items checked out to your account and to the Cloud Library bookshelf for every device on which you've installed the Cloud Library 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

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

# Cloud Library

## Using



# eBooks and Audiobooks

at the

# Mahomet Public Library



Mahomet Public Library

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