

## Search & Borrow

### How to run a Basic Search:

1. Tap the magnifying glass icon on the left of the toolbar.
2. Select **Search** on the top and enter the author, title, or series.
3. Select **Search**.
4. Apply any filters by selecting **Refine** or **Preferences**.
5. If the title is available, select **Borrow**. If the title is currently in use, select **Place Hold** and you will be notified when it is your turn.

### How to Browse:

1. Select the library card icon on the left of the toolbar.
2. Scroll down to see theme created lists

OR

1. Select the library card icon on the left of the toolbar.
2. Select **Subjects** and apply any **Preferences**.

### How to Find Magazines:

1. Select the magnifying glass icon on the left of the toolbar.
2. Select **Search** on the top and enter a magazine publication.

OR

1. Select the library card icon on the left of the toolbar.
2. Select **Subjects**.
3. Select **Preferences** and change Format to **Magazine**.
4. Select the category you are interested in.



### Peace Library System

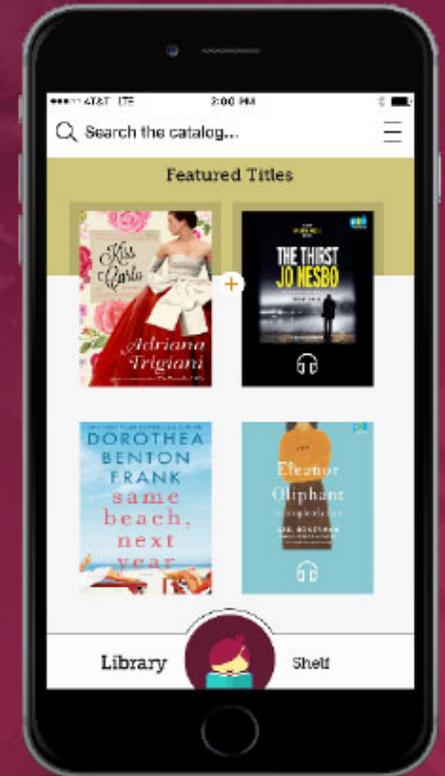
8301 - 110 Street  
Grande Prairie, Alberta T8W 6T2  
780-538-4656 | 1-800-422-6875  
[www.peacelibrarysystem.ab.ca](http://www.peacelibrarysystem.ab.ca)

# The OverDrive App

Meet  
**libby**

The **one-tap**  
**reading app**  
from your library

Happy Reading



## How do I get it?

Open the app store on your Android or Apple device then type in **Libby** or **OverDrive** and download the app with this icon:



It's easy and completely free!

## Set Up

The first time you open the app:

1. Select **Yes**.
2. Select **I'll Search For A Library**.
3. Enter **TRAC Consortium** and select it when it comes up.
4. Select **Enter Library Account Details**.
5. Enter your library barcode and pin before selecting **Sign In**.
6. Select **Next**.

If you want to add several library cards from TRAC to the app:

1. Select the Libby icon (in the middle of the toolbar on the bottom).
2. Select **See Library Cards**.
3. Select **Add Another Library Card**.
4. Select **Enter Library Account Details**.
5. Enter your library barcode and pin.

If you want to add a library card from another library:

1. Select the Libby silhouette icon (located on the top right).
2. Select **Add A Library** and search for the new library.
3. Enter your library login information.
4. You can switch between the libraries by tapping the Libby silhouette icon.

## Your Account

You can access your account by selecting the bookshelf icon on the bottom right of the toolbar. This is where all of your loans, holds, and tags will be available to you.

### Loans

- You can organize how your borrowed items appear by selecting **due next**, **new**, **by title**, or **by author** on the top. If you have different formats borrowed, you will be able to select by format as well.
- If you wish to renew your loan or return it early, select **Manage Loan** beside your borrowed item. Loan renewals can happen in the last 24-36 hours if no one is in line.
- To download your borrowed item, select the cloud icon beside it and **Download**.

### Holds

- You can organize your holds by selecting **new**, **by title**, and **by author** on the top. If you have multiple formats, you will be able to select by format as well.
- To edit or cancel your hold, select **Manage Hold**.
- To see your spot in line, select **Wait List**.
- You can delay your borrow if your hold comes in at a bad time. You keep your place in line and it continues working through the waitlist until you're ready.

### Tags

- You can create a tags and organize your titles with them. They can be found at the top of your shelf.
- **\*New feature\*** Smart tags. When you create a tag, give it a name and then select **some smarts**. Select **Notify Me** to get a notification when a new issue comes out from the Magazine publication. This feature will soon roll out to eBook & eAudiobook series.