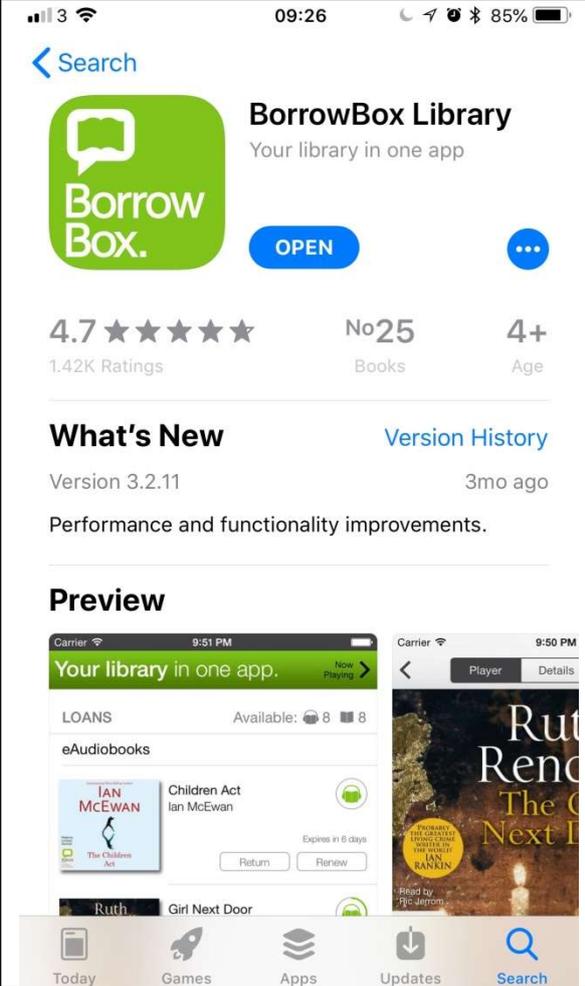
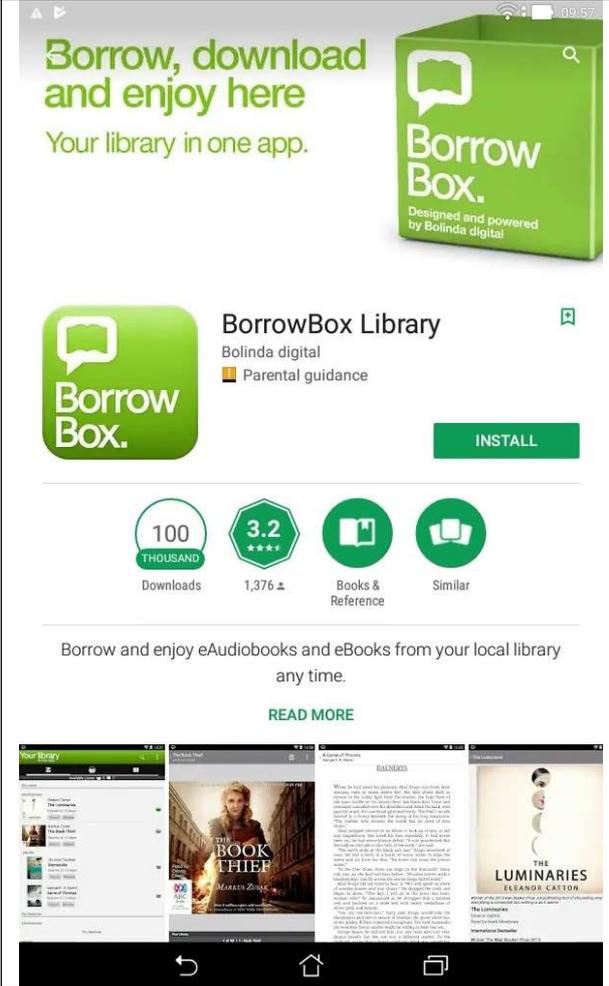


Using BorrowBox

In order to access ebooks and audiobooks through North Tyneside Libraries:

- I. Download and install the BorrowBox app.

	
<p>A. If you have an Apple device such as an iPhone or iPad, go to the App Store and Search for “BorrowBox.”</p>	<p>B. If you have an Android device such as a Samsung, HTC, or Acer tablet or phone, go to the Google PlayStore and search for “BorrowBox.”</p>

- C. If you have an Amazon Kindle Fire (OS4 or older), you will need to:
 1. Swipe down on the status bar at the top of the screen and press “Settings.”
 2. Tap on “Applications”
 3. Scroll down and activate the setting “Apps from Unknown Sources.”
 4. Press “Okay” to confirm.
 5. Press the “Web” tab on the Fire homescreen.
 6. Open the following link: www.borrowbox.com/kindlefire
 7. The download of BorrowBox will start automatically. If a box appears, click “Confirm.”
 8. Once the download is complete, press the pop up at the bottom of the screen.
 9. The installation will start. Confirm by pressing the “Install” button.
 10. After the installation has finished, you can launch the BorrowBox app.

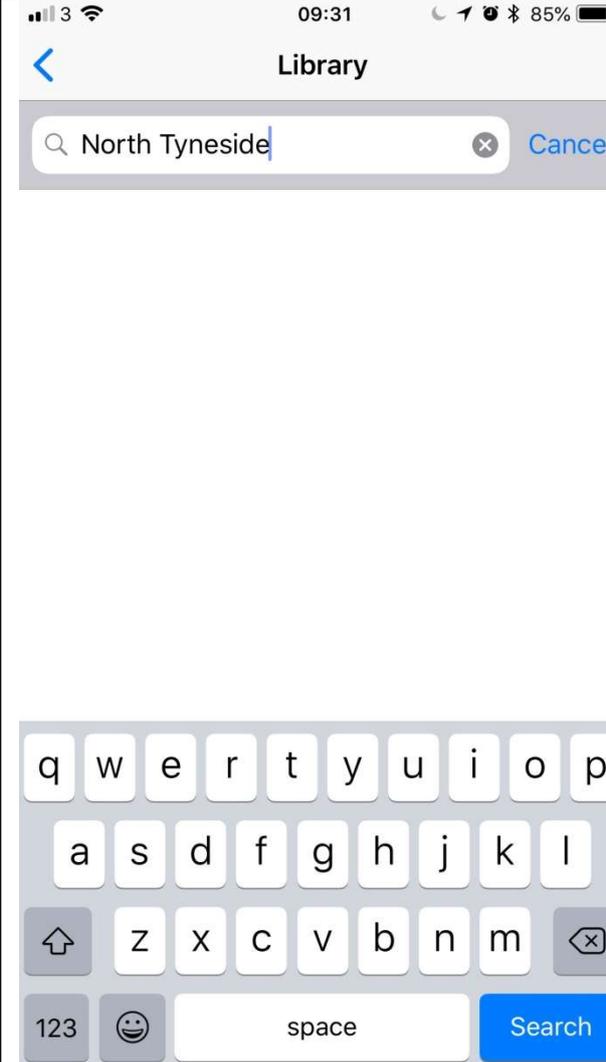
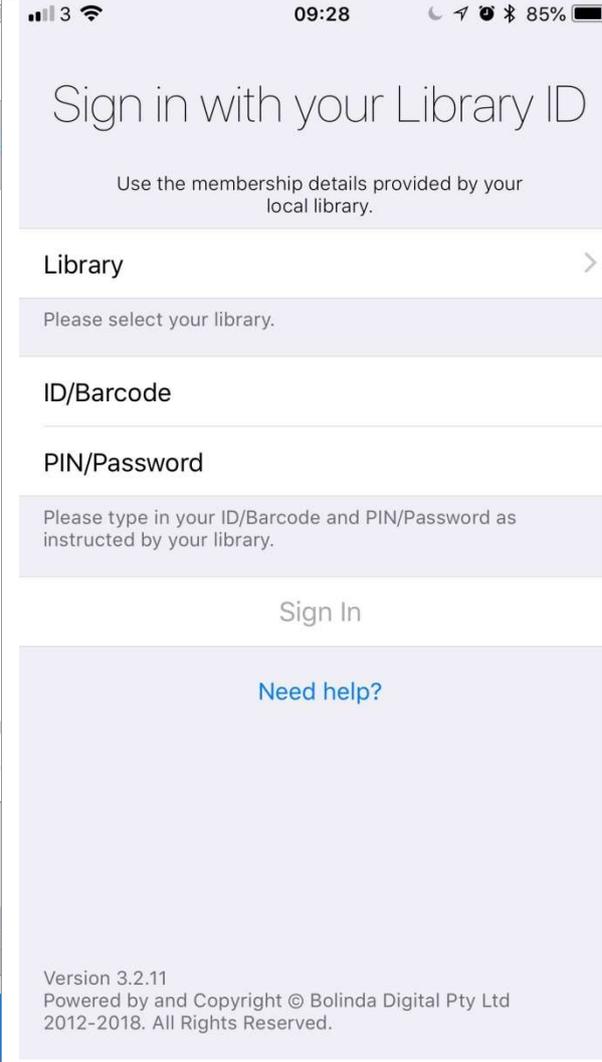
Using BorrowBox

- D. If you have an Amazon Kindle Fire (OS5 or newer), you will need to:
1. Swipe down on the status bar at the top of the screen and press the “Settings” icon.
 2. Scroll down and press on “Security.”
 3. Enable the setting “Apps from Unknown Sources” by tapping the line.
 4. Confirm the security warning with “OK.”
 5. Close the Settings and open the Silk Browser.
 6. Enter the <http://www.borrowbox.com/kindlefire>
 7. The app download will start automatically. Confirm the warning message with “OK.”
 8. After the download finishes, swipe down on the status bar and press the download notification.
 9. Confirm the installation with “Install.”
 - a. Please note: if the install button doesn’t respond, please ensure that your device is updated to the latest version of Fire OS, restart your device and try again.
 10. You can now open BorrowBox from the homescreen just like your other apps (you might have to scroll down to see the app icon).

Detailed instructions for downloading BorrowBox to Kindle Fire devices can be found here: <http://www.borrowbox.com/kindlefire/install/>

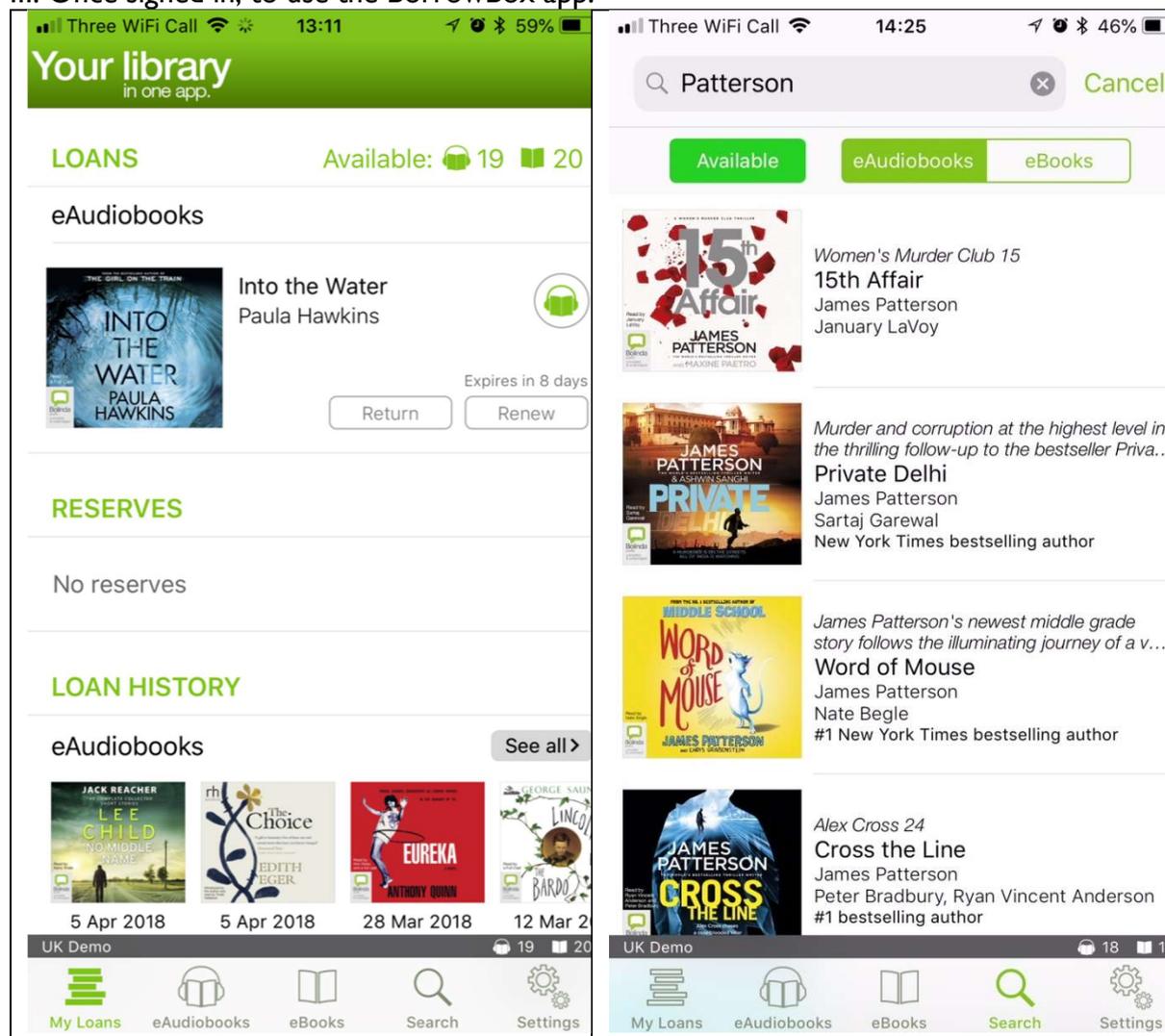
Using BorrowBox

II. Once you have installed the BorrowBox app, open it and log in:

	
<p>A. Search for your library as “North Tyneside.”</p>	<p>B. Sign in with your library tickets number (the 14 digit number on the back of your library ticket which begins with 28012) and your PIN will be your four digit library PIN number. (If you do not know this number, please speak to a library member of staff.)</p> <p>C. Click “Sign In.”</p>

Using BorrowBox

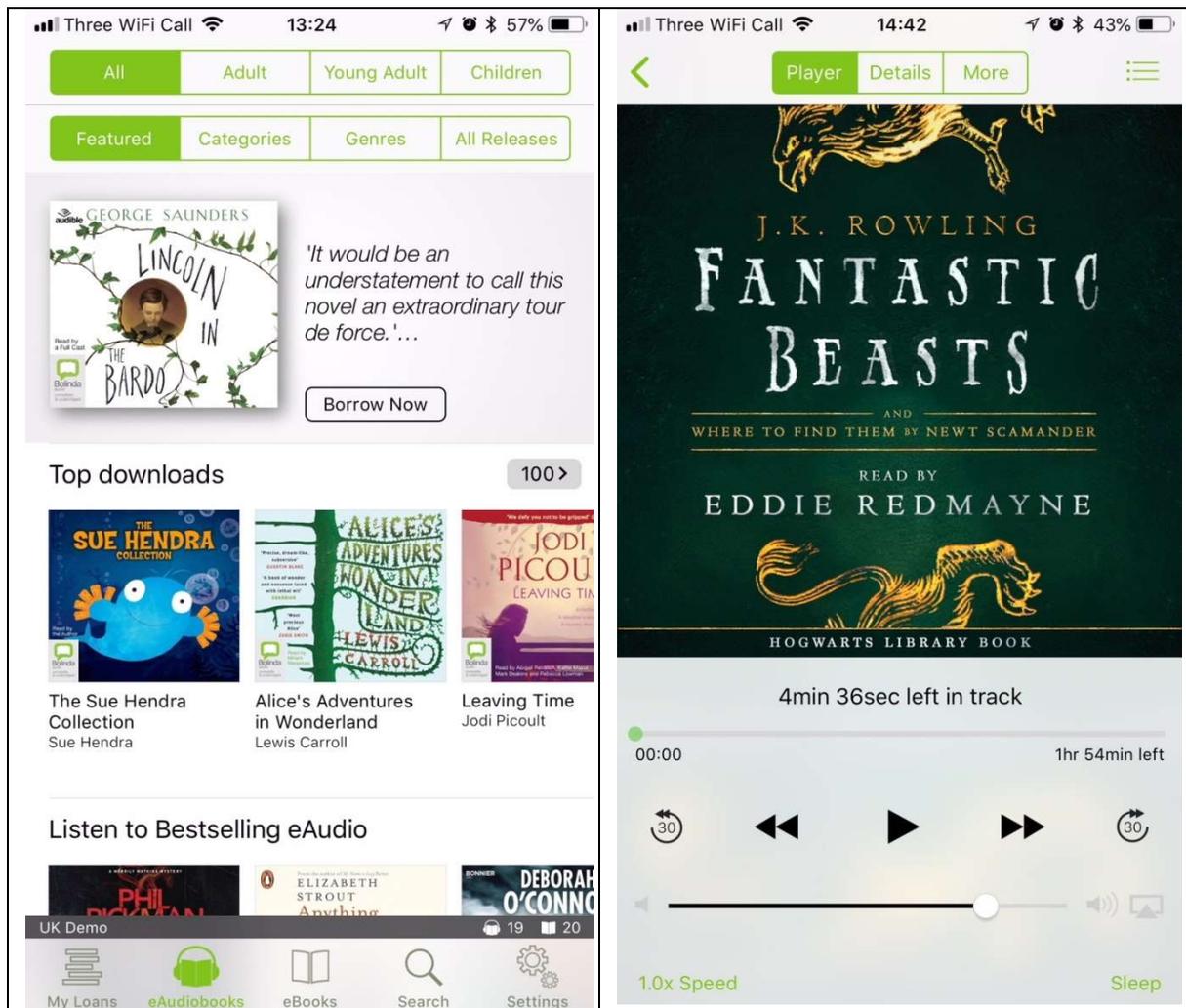
III. Once signed in, to use the BorrowBox app:



- Agree (bottom right-hand side) to Terms and Conditions.
- Once the app loads up, you will see a home screen with your Loans listed at the top of the screen.
- Any books on reserve will be listed below.
- Your Loan History is below.
- eAudiobooks are situated on the bottom with an option to either slide to the right to see a few items on the list, or “See All” which will take you to the full list of eAudiobooks you have checked out.
- eBooks are underneath that with the same option to swipe right to see some eBooks, or to click on “See All” for the full list of eBooks that have been at one time loaned to you.
- At the bottom of the screen is the navigation bar which is highlighted in green for “My Loans” in the picture to the left.
- You can click on “eAudiobooks,” “eBooks,” “Search,” or select “Settings” to change your preferences such as account details and toggle automatic downloads or instant borrow/reserve when a book is available.
- The “Search” option will give you ways to filter your results by eAudiobook, eBook, and what’s Available.

Using BorrowBox

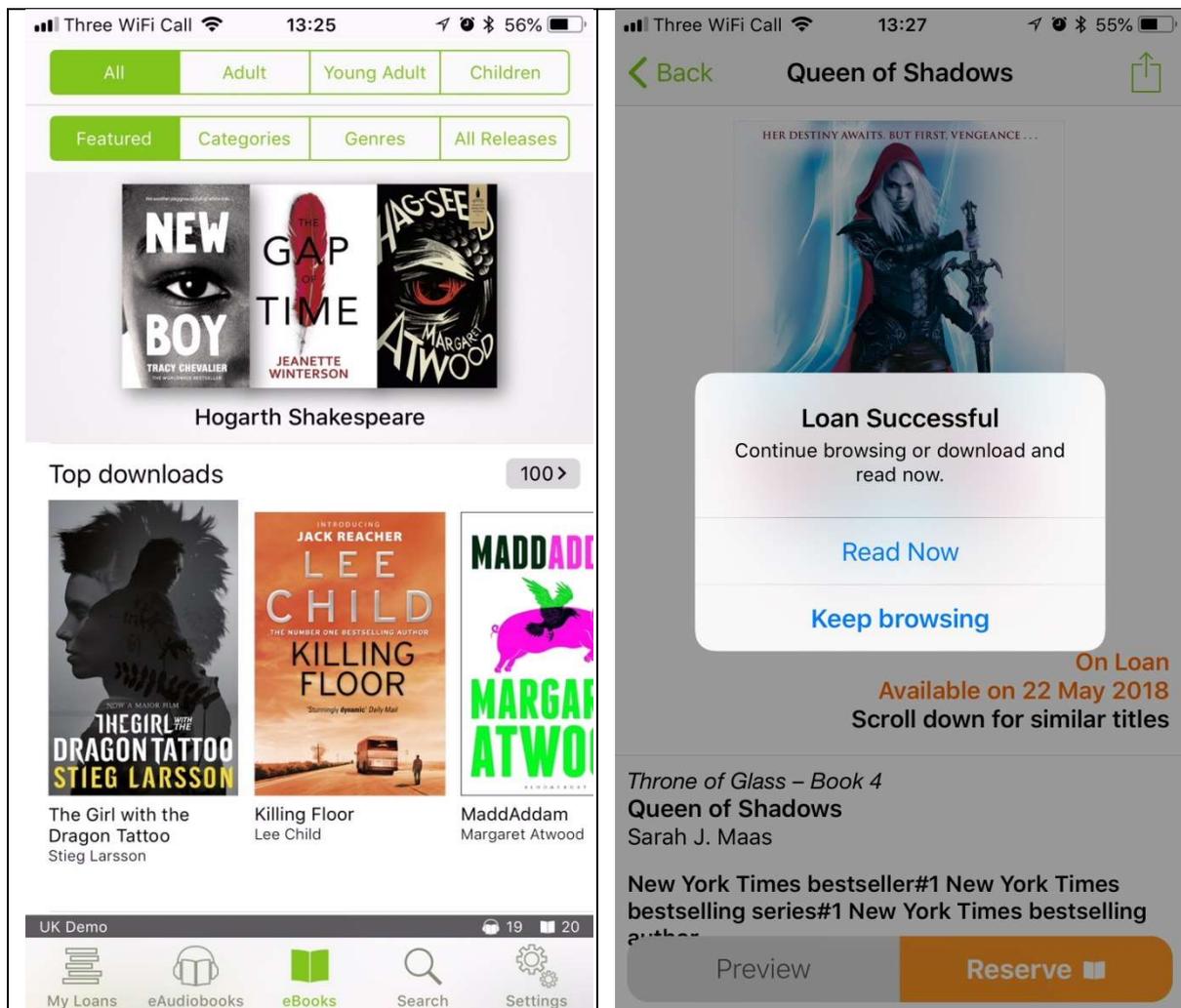
IV. eAudiobooks on BorrowBox



- A. The audiobooks section has a list of categories at the top, top downloads, and bestselling audio.
- B. Once you select which book you'd like to read, click "Borrow."
- C. A pop up may appear asking if you'd like to turn on instant borrow/reserve.
- D. The eAudiobook will play using the middle arrow button. The double lines can be pressed to pause the recording.

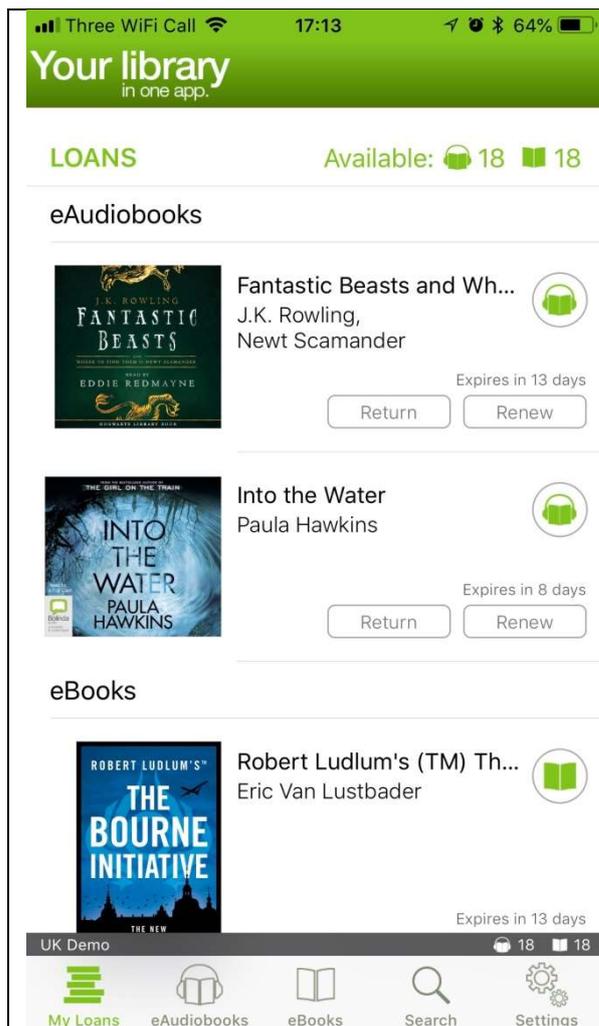
Using BorrowBox

V. eBooks on BorrowBox



- As with the eAudiobooks, the eBooks can be filtered by genre and categories.
- Once an eBook is selected, the option to Borrow will be on the bottom right. Once you click "Borrow" you will need to "Confirm Loan." BorrowBox will let you know how many loans you have left.
- You will see "Loan Successful" and the option to "Read Now" or "Keep Browsing" will appear.
- If you choose to read now, you will be asked if receiving notifications about your book loan ending soon. If you choose that option, allow the notifications from BorrowBox on your device.

Using BorrowBox



Back at your “My Loans” page, a list of what eAudiobooks and eBooks you have on loan to your ticket will appear.

Here, you can Return or Renew any titles.

A list of how many eAudiobooks and eBooks you can take out on your ticket is indicated in the right-hand corner next to “Available.”

To change any Settings to how your account and your app is handled, click on the “Settings” option in the bottom right-hand corner.

There is no need to worry about returning your books on time as this will be done automatically.