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Where to go: https://www.libbyapp.com

What you’ll need:

- Your Library Card number and Library password (if not signed in)
- Amazon account/password

Getting started
The Libby menu will always appear at the bottom of the screen.

Let's go through each of the menu functions, starting from left to right.
You can do a keyword search by author, title, subject, series, and more by typing in the Search field.

Or explore with filters to limit results by tapping on the tags:

Tip: Tapping the Kindle tag is a great way to limit your results by format. You must select Kindle format to read in the Kindle app.

The Browse function allows you to peruse the Library collection and offers filters like the Search function, such as availability, but also includes additional filters like just added and popular titles.
Scrolling down the page will show you lists and guides created by librarians to help you browse specific genres, award winners, and formats.

The **Account settings & help** function allows you to set up or change your preferences (notifications, language, format) and search help topics.

Your **Shelf** is where you can manage your loans and holds. From here, you can:

- Initiate delivery of borrowed titles to your Kindle
- Return checked out items early
- Suspend, delay delivery, or cancel holds
The **Timeline** function shows your checkout and hold history.

Now that you’re familiar with the Libby menu, let’s do some exploring.
Searching

When you type something into the **Search** field, Libby will try to guess what you are searching for. For example, when searching for author **Liane Moriarty**, here’s what appears under **Search suggestions**:

<table>
<thead>
<tr>
<th>Liane Moriarty</th>
<th>Author</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liane Moorsaven</td>
<td>Author</td>
</tr>
<tr>
<td>Liane Moriarty</td>
<td>Title</td>
</tr>
</tbody>
</table>

Tap on a suggestion to see all results.
Here are the search results for **Liane Moriarty**: 14 books and 10 audiobooks. Tapping **Search** will allow you to go back and do a new search.

**Books** look like this and have a **Read Sample** option:

![Book example](image)

**Audiobooks** look like this, have a **Play Sample** option and an earbuds icon with total length of audiobook under the cover image. Note that you cannot listen to audiobooks in the Kindle app – you would need to [download the OverDrive app](#) or listen to them on the Libby site (requires constant internet connection):

![Audiobook example](image)
Tapping **Preferences** lets you set search filters for this search and future searches, such as limiting results to only Books. You can tap on underlined words to see and select options. When done, tap **Apply preferences**. To reset preferences, reopen the **Preferences** menu and make changes, then tap **Apply preferences**.
Refine Search Results

Listing 14 books and 10 audiobooks.

Filter by availability, format & more

Tapping **Refine** lets you narrow search results for this particular search:
**Borrowing**

You can borrow 10 titles at one time. If a title is available, you will see the **Borrow** option. You can tap **Borrow** from the search results or you can tap on the cover image to learn more about the title, then click **Borrow** from there.

Tap **Borrow** to check a title out. 21 days is the standard loan period, but you can tap on the borrowing time frame to change it to 7 or 14 days. Tap **Borrow** again to confirm your loan.
Tap Read With Kindle to make a new browser tab open; you will be sent to Amazon to finalize delivery of the borrowed title.
Deliver to Kindle Fire
You can deliver a borrowed title to your Kindle Fire immediately, or anytime by visiting your Shelf and managing your loans.

Tapping Read With Kindle opens a new browser tab and sends you to Amazon. You will need to sign into your Amazon account. After signing in, you will see the title and a yellow button that says Get Library Book. Under that, you’ll see a gray Deliver to button. If you have more than one device registered with Amazon, be sure you have selected your Kindle Fire.

Tapping Get Library Book means that, once your Kindle Fire is connected to the internet, the title will download automatically and be available to read in the Kindle app.
Placing Holds

If a title is unavailable, there will not be a borrow option; instead, it will say Place hold. You can place up to 7 holds at one time. Tapping Place Hold will put you in the hold queue.
Shelf: Managing Loans

Once you have borrowed a title, it will remain on your Shelf until the end of the loan period. Borrowed titles will automatically return at the end of the loan period. You will not incur any late fees.

Tapping **Manage Loan** will bring up a new menu. It will display the exact date and time the title is due.
Tap **Return Early** if you would like to return the title before the due date.

When you are 72 hours away from the due date, you will either see the option to **Renew Loan** if there are no holds on the title. If there are holds, you'll see an option to place another hold on the title instead.

Tap the little arrow at the top of the menu to close it.
Shelf: Managing Holds
You can view all your holds on your Shelf. For each hold, you can check on the approximate wait time and read a sample.

Tapping Manage Loan will bring up a new menu with options to Suspend Hold and Cancel Hold.

Tap the little arrow at the top of the menu to close it.
When a hold is available, you will have 72 hours to check it out. Be sure you have added your email address under **Account settings & help** to get notified.

Under **Settings**, tap **Manage notifications**, then tap **Email notice** as applicable.
If you have not entered your email address, scroll down and tap **Fix this** to do so.

**Need help?**

If you can't find what you're looking for on the Libby help site, Ask a Librarian by [sending us an email](mailto:) or calling us at 512-974-7400, option 1.