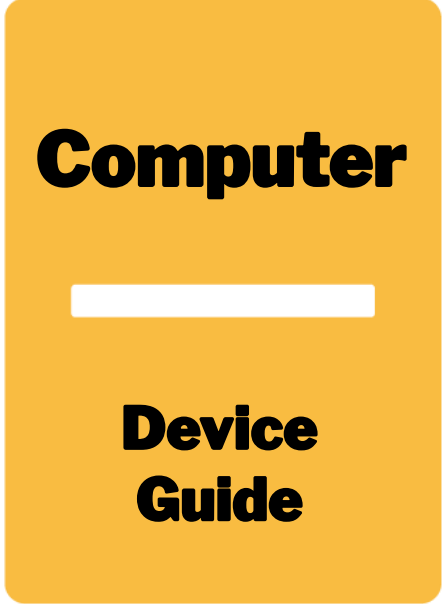




15025 S. Illinois St., Plainfield, IL 60544
www.papl.info | 815-436-6639



Boundless / eRead Illinois

eAudiobooks/eBooks2-4

Hoopla

eAudiobooks/eBooks/Comics/Magazines/Music/Video 5-8

Kanopy

Video9-10

Libby, by OverDrive

eAudiobooks/eBooks/Magazines11-14

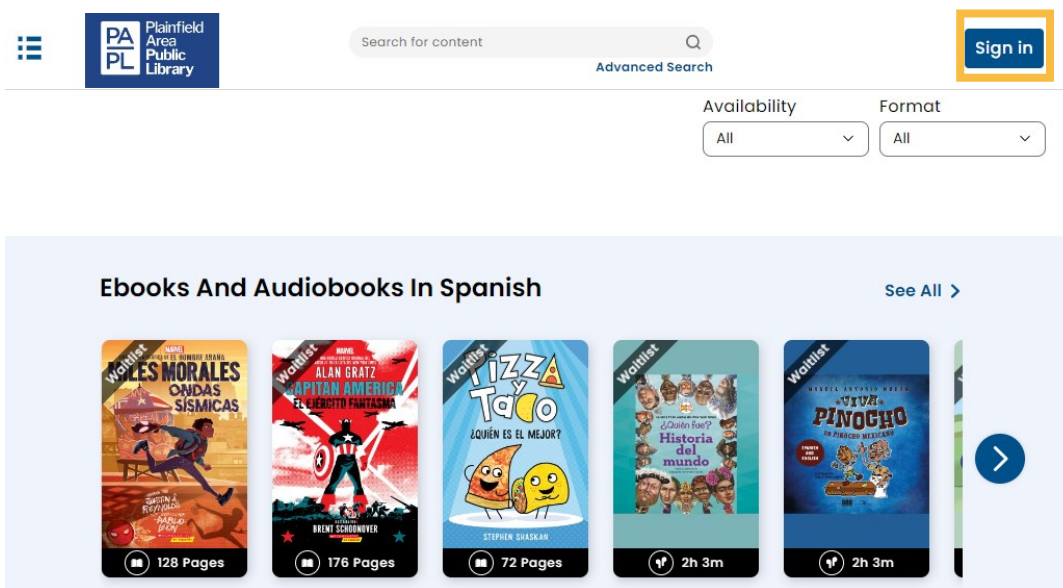


Boundless / eRead Illinois

- eAudiobooks & eBooks
- 2 week loan period
- 5 checkouts at a time
- 5 holds at a time

Visit Website

1. Open a web browser on your computer.
2. Go to **ppld.boundless.baker-taylor.com/**



Sign In

1. Select **Sign in** in the top right corner.
2. Type in your **Library Card Number** (no spaces) and **PIN** (hint: your PIN is usually the last 4 digits of your library card number).
3. Check **Remember Me** if you would like to save your login information to your computer.
4. Select **Login**.



Log Into Your Library

Library Card Id

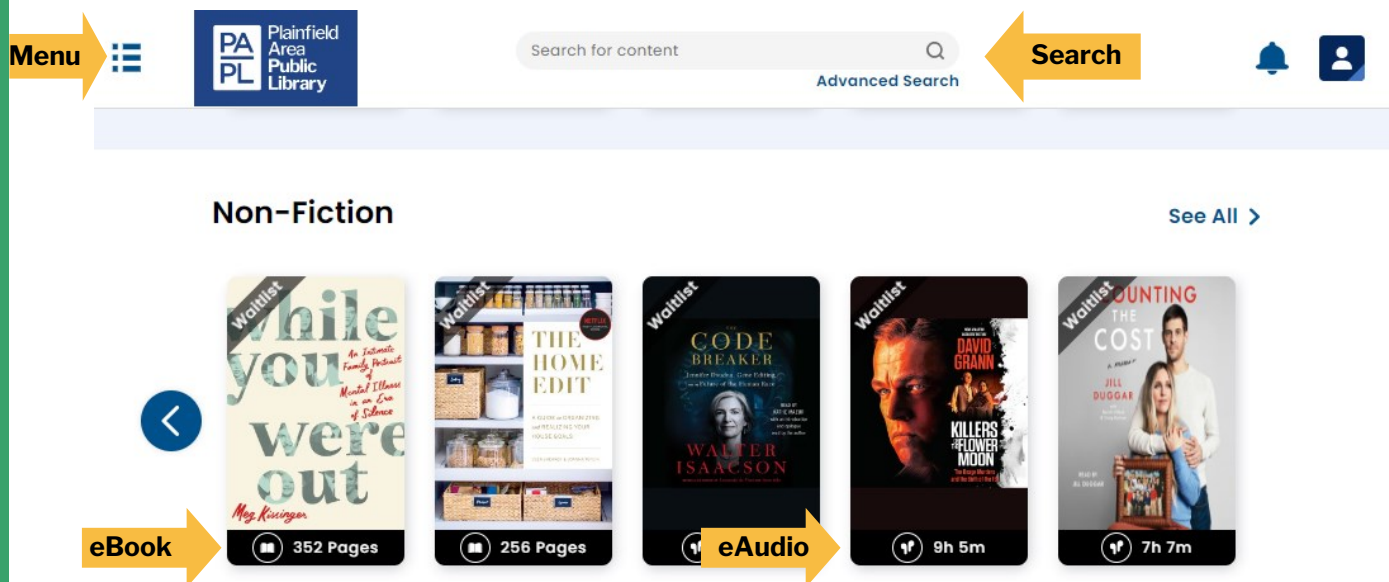
PIN

☐ Remember me
Recommended only for private devices

Log In

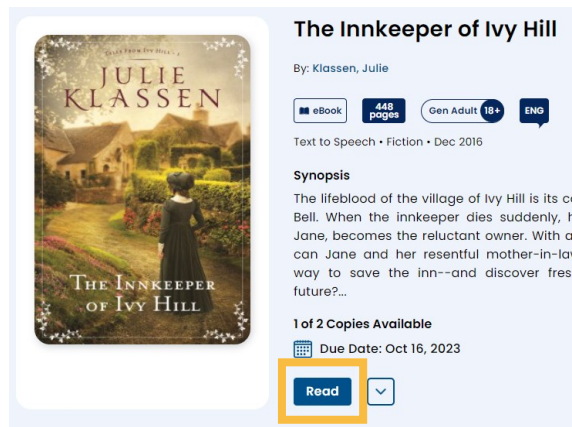
Search for a Title

1. Use the **Search** button to look for a specific title, author, or keyword.
2. Use the **Menu** button to browse by genre or subject.
3. **eBooks** are marked with a book symbol and **eAudiobooks** are marked with an earbud symbol.



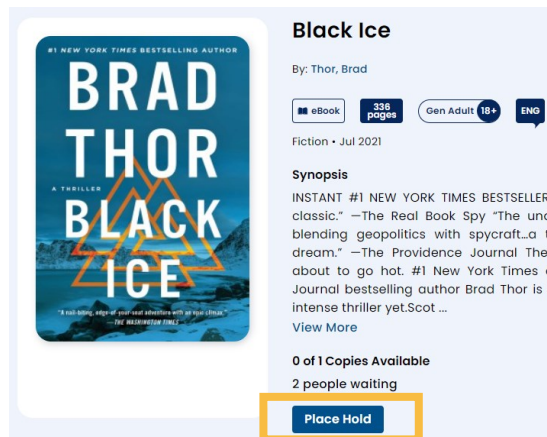
Borrow a Title

1. Select the title you would like to borrow. Click **Checkout**.
2. Click **Read Now** or **Listen Now**. The title will open in a separate browser tab.



Place a Hold

1. If a title is already checked out, place a hold on it by selecting the cover art of the title and then clicking **Place Hold**.
2. You will be notified by email when the title is ready for you to check out. The title must be checked out within 2 days.

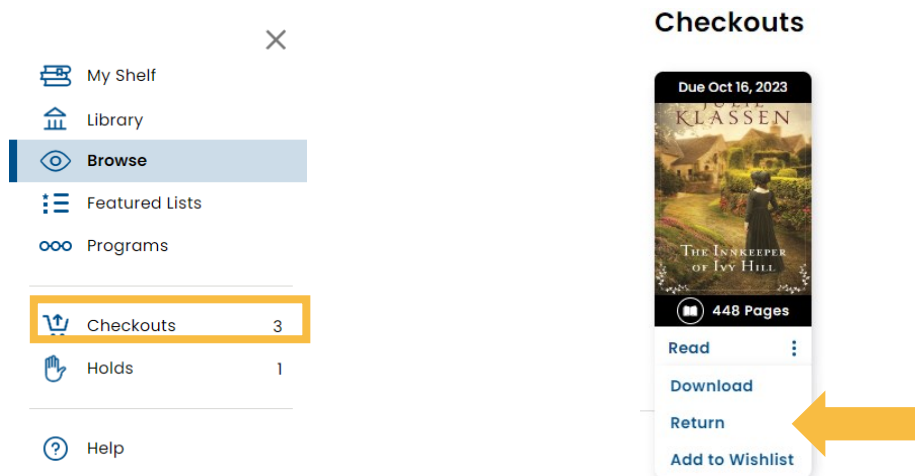


Manage Titles

1. Select the **Menu** button in the top left corner of the screen to access your **Checkouts** and **Holds**.



2. The option to **Renew** a title will appear 3 days before the due date if no one else has a hold on the title.
3. Titles automatically return on their due date. There are no late fines. To return the title early, select **Menu** and then **Checkouts**. Next to the title to be returned, select **More Options**. Then select **Return**.



Hoopla

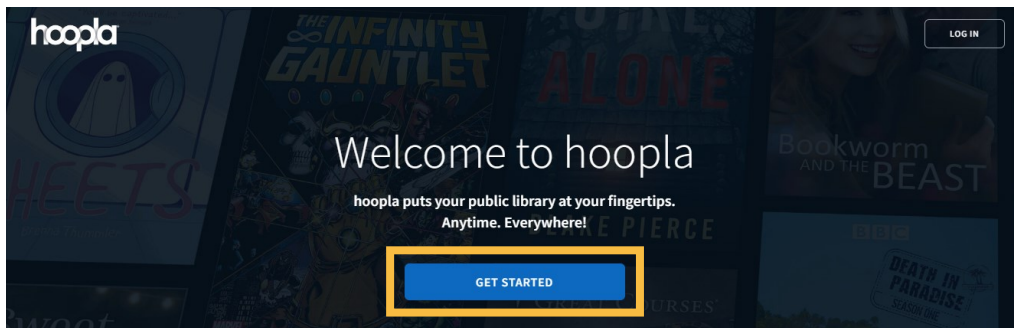
- eAudio, eBooks, comics, magazines, music, videos
- 8 titles per month
- No holds or waitlists

Visit Website

1. Open a web browser on your computer.
2. Go to **www.hoopladigital.com**

Create an Account

1. Select **Get Started**.



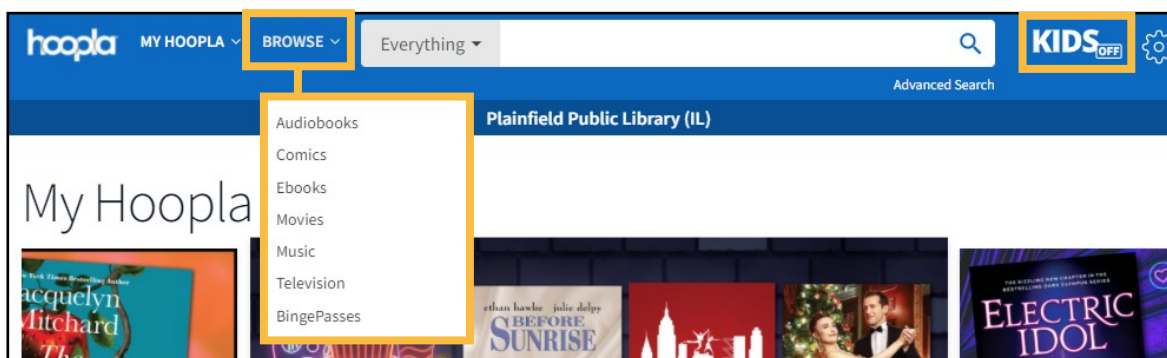
2. Provide an email and create a password. Click **Agree**.
3. Follow the prompts to select **Plainfield Public Library (IL)** as your library and click **Next**.
4. Enter your **Library Card Number** (no spaces). Click **Sign Me Up**.
5. You now have a Hoopla account. Use your email and password to log in to Hoopla on any device (smartphone, tablet, computer or smart TV).

Search for a Title

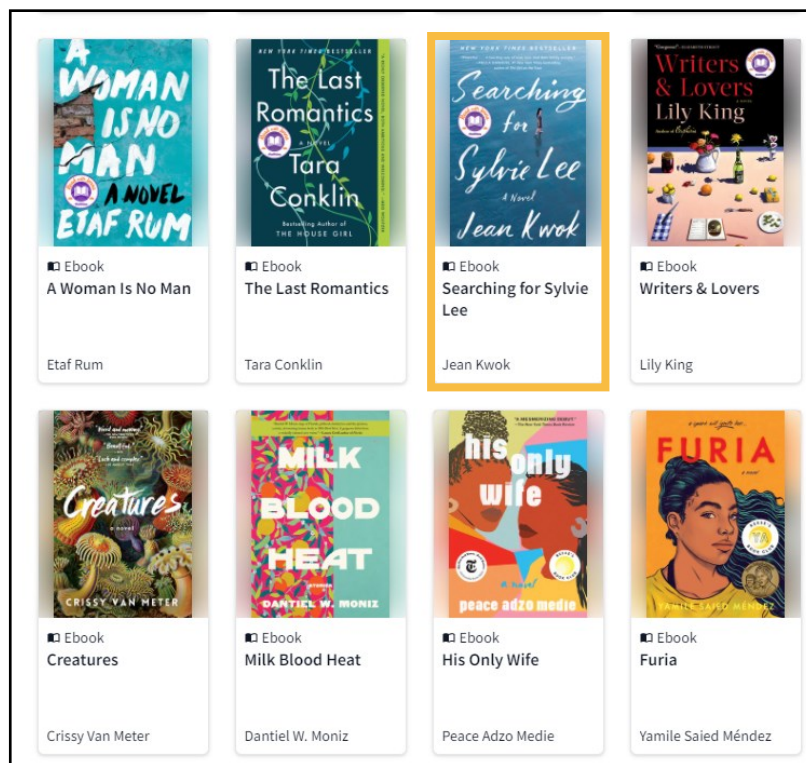
1. Use **Search** at the top of the screen to look for a specific title, author, artist, actor or keyword.



2. Click **Browse** to explore **Audiobooks**, **Comics**, **Ebooks**, **Movies**, **Music**, **Television** or **BingePasses**.

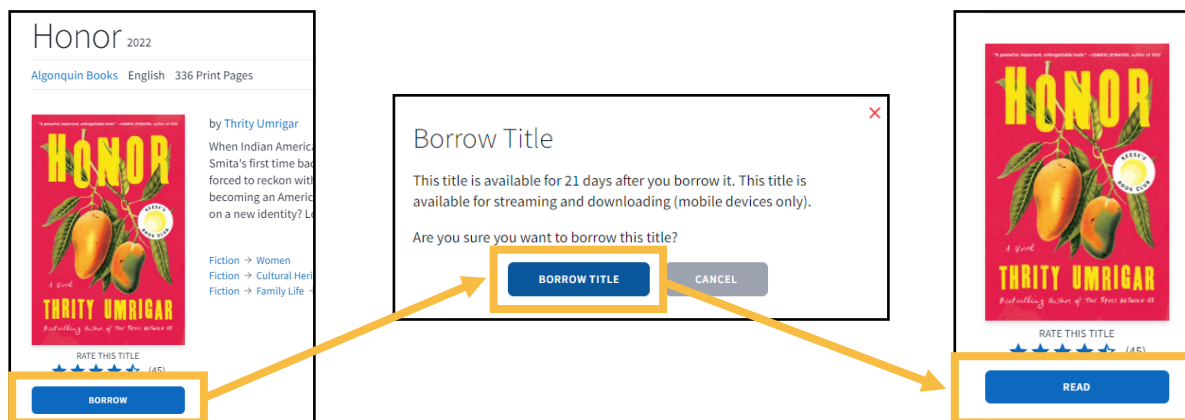


3. Select **Kids** in the top-right corner to browse kid-friendly content only.
4. Click on a title's cover to learn more about it.



Borrow a Title

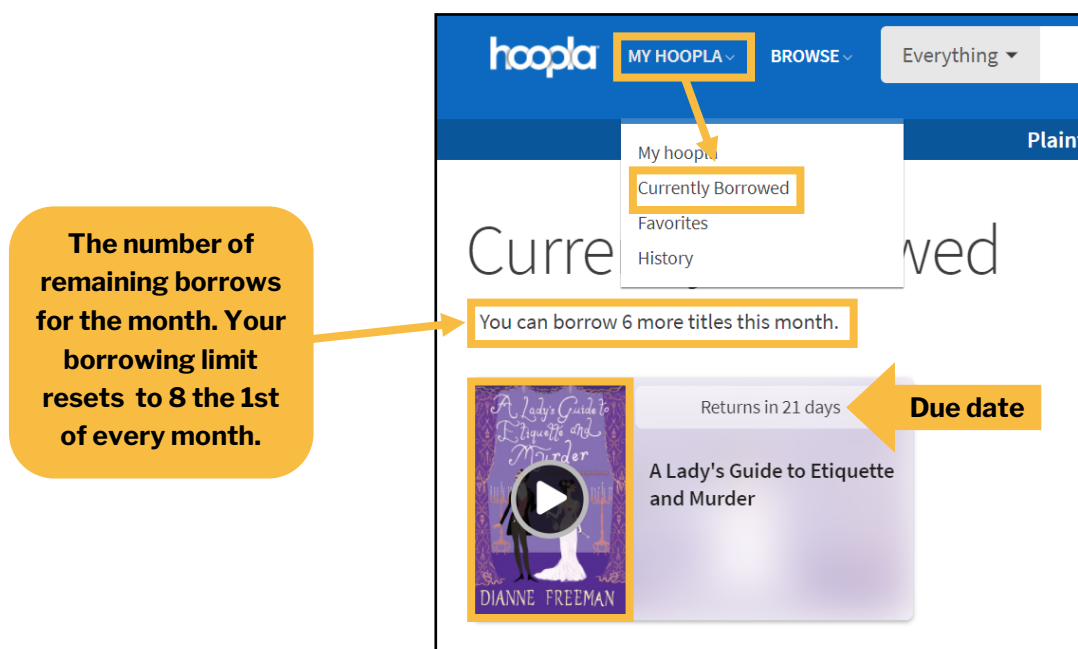
1. If you would like to borrow a title, select the blue **Borrow** button and then **Borrow Title**. Click **Play** or **Read** to view or listen to the title.



2. Titles automatically return on their due date. There are no late fines. The option to **Renew** a title appears 24 hours before the due date.

Manage Titles

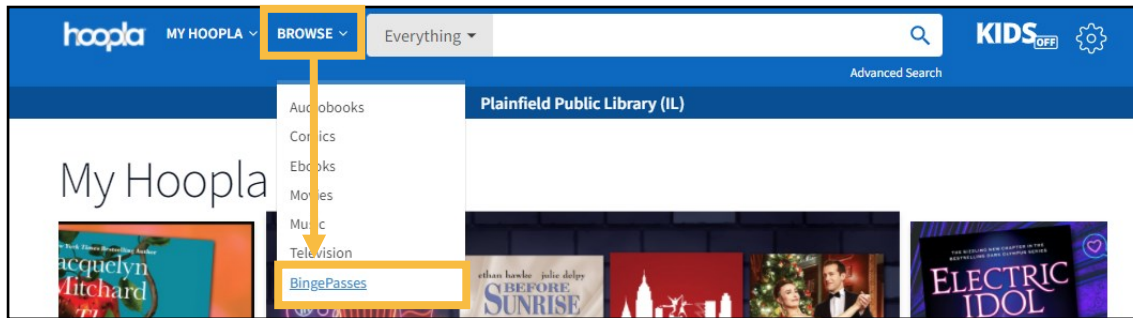
1. To access your borrowed titles, click **My Hoopla** at the top of the screen and select **Currently Borrowed**.



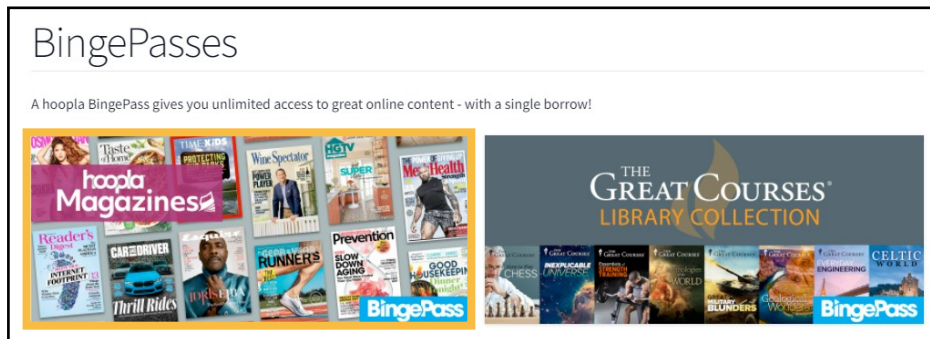
2. Click on the title's cover to access it again.

Borrow a BingePass

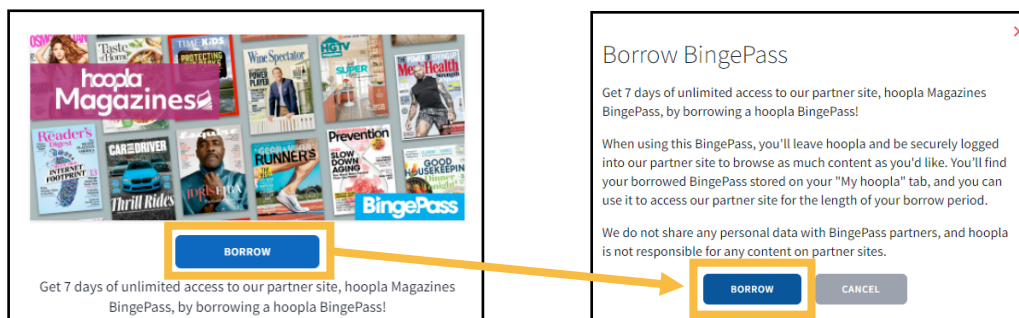
1. Click **Browse** and then **BingePasses**.



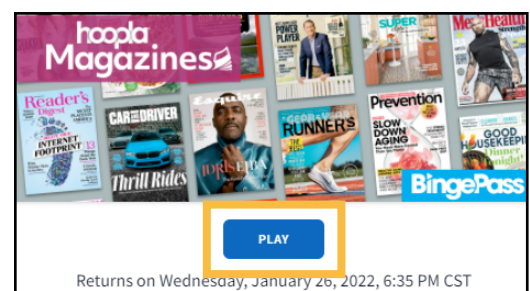
2. Choose the BingePass collection you wish to borrow.



3. Select **Borrow** and then click **Borrow** a second time to confirm. You now have access to the complete BingePass collection for 7 days.



4. Click **Play**. A new web browser will open. Select the title (please note that magazines are current issues only; there are no back issues) you wish to access.



Kanopy

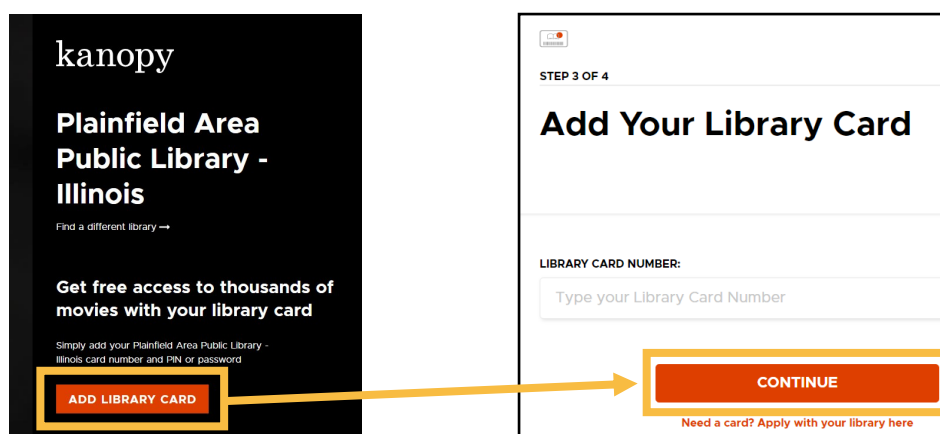
- Streaming videos
- 24 tickets per month
- Variable checkout periods

Visit Website

1. Open a web browser on your computer.
2. Go to **plainfieldpl.kanopy.com**

Create an Account

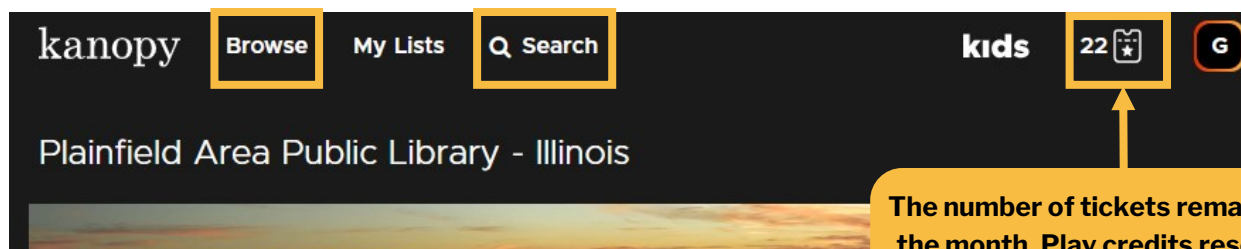
1. Select **Add Library Card**.
2. Enter your **Library Card Number** (no spaces). Click **Continue**.



3. Provide your name, email and a password or sign up with your Facebook or Google account. Click **Sign Up**.
4. A verification email will be sent to your email's inbox. Open the email and select the **Verify My Email** button.
5. You now have a Kanopy account. You will use your email and password to sign into your Kanopy account on any device (smartphone, tablet, computer or smart TV).

Search for a Video

1. Use **Search** at the top of the screen to look for specific titles or actors. Select **Browse** to explore by subject or genre.
2. To view kid-friendly titles only, click **Kids**. Kid titles can be viewed an unlimited number of times and do not use play credits.

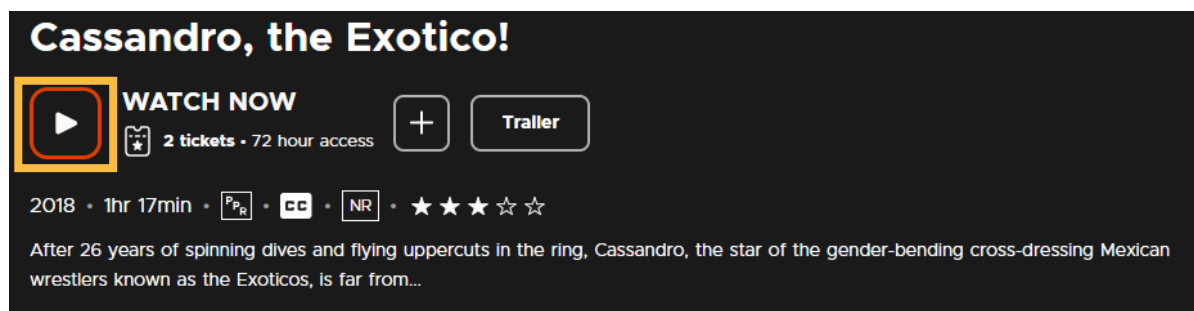


The number of tickets remaining for the month. Play credits reset to 24 the 1st of every month. Credits do not rollover.

3. Click on a video's cover art and then click **See More** to learn more information about it.

Play a Video

1. If you are ready to watch the video, click the **Play** button. Once the video has played for 30 seconds, tickets are used.
2. You can watch the selected video as many times as you want within the designated time period.



Libby, by OverDrive

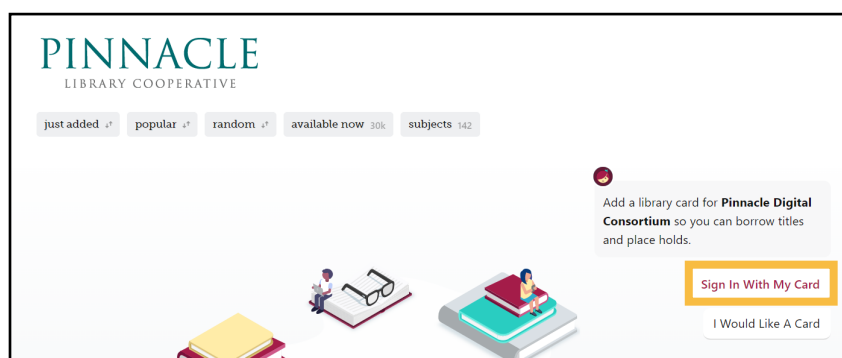
- eAudiobooks, eBooks & magazines
- Up to 3 week loan period
- 15 checkouts at a time
- 30 holds at a time

Visit Website

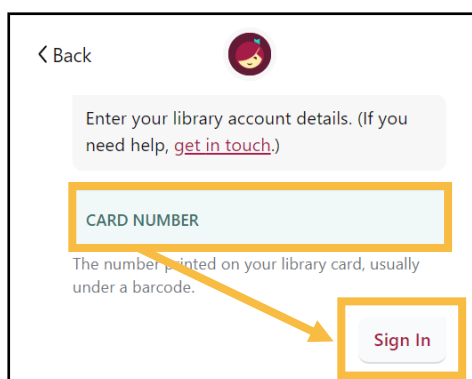
1. Open a web browser on your computer.
2. Go to **libbyapp.com/library/pinnacle**.

Sign In

1. Click **Sign In With My Card**. Select **Plainfield Area Public Library**.

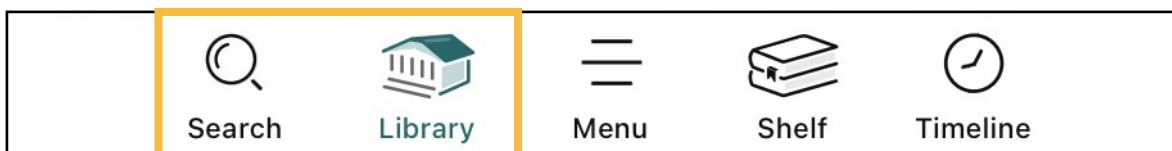


2. Type in your **Library Card Number** (no spaces) and then click **Sign In**.

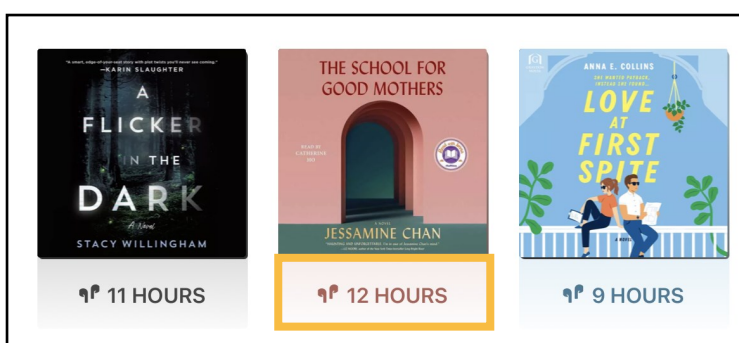


Search for an eBook or eAudiobook

1. Click **Search** at the bottom of the screen to look for a specific title, author or keyword. Select **Library** to browse.

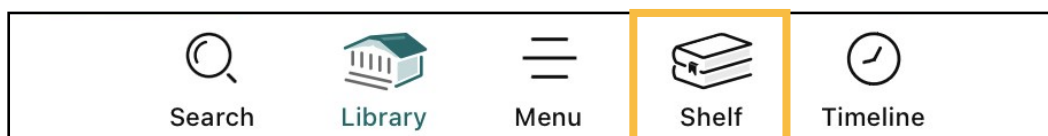
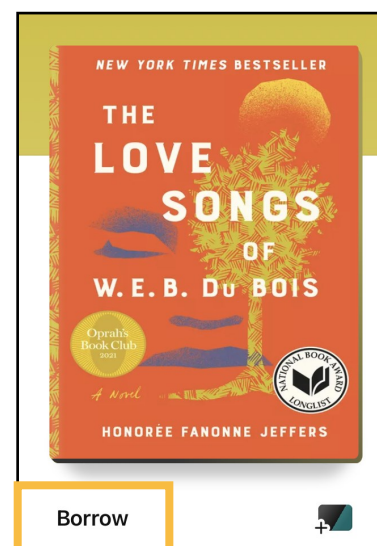


2. Click on a title's cover art to learn more about it. **eAudiobooks** are marked with an earbud symbol and the length of the eAudiobook in hours.



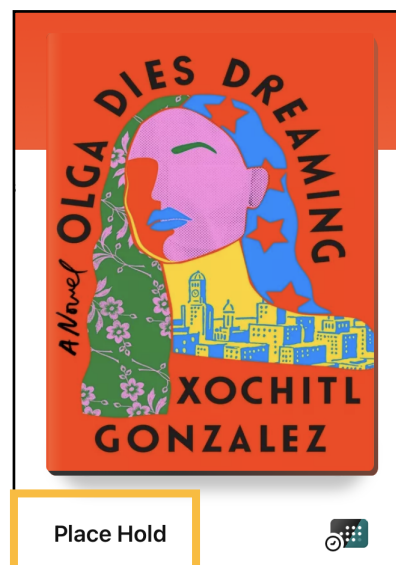
Borrow an eBook or eAudiobook

1. To checkout a title, click **Borrow** next to or beneath the book's cover.
2. On the next screen, select how long you would like to borrow the title. You can choose between a loan period of **7 days**, **14 days** or **21 days**. Then select **Borrow**. Titles should automatically download to your device for offline access.
3. Access your borrowed titles by clicking **Shelf** at the bottom of the screen and then clicking **Loans**.



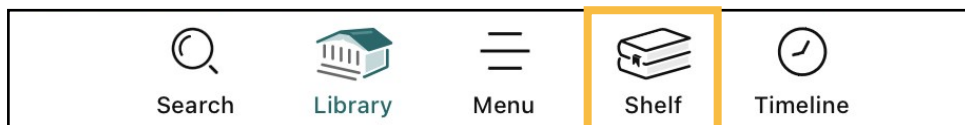
Place a Hold

1. If an eBook or eAudiobook is already checked out, you can place it on hold by clicking **Place Hold** next to or beneath the title cover.
2. Access your list of holds by clicking **Shelf** at the bottom of the screen and then selecting **Holds**. Click **Manage Hold** next to a title to **Suspend Hold** or **Cancel Hold**.

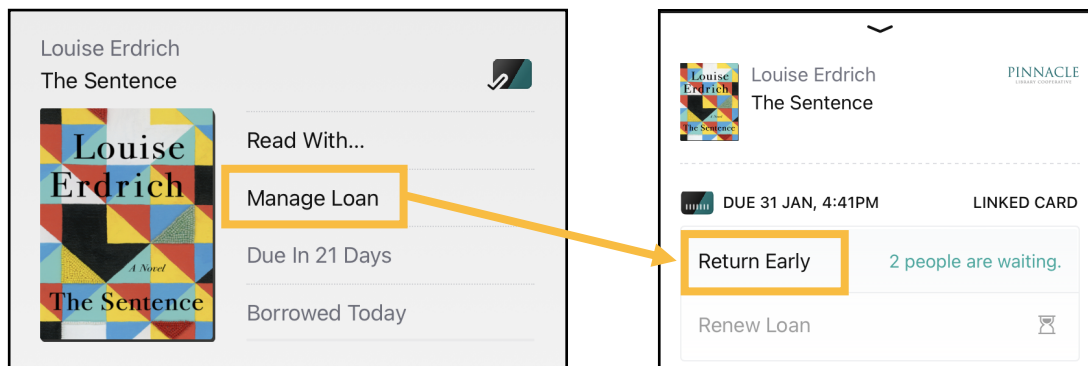


Return a Title

1. Titles automatically return on their due dates. There are no late fines.
2. To return a title early, click **Shelf** and then **Loans**.



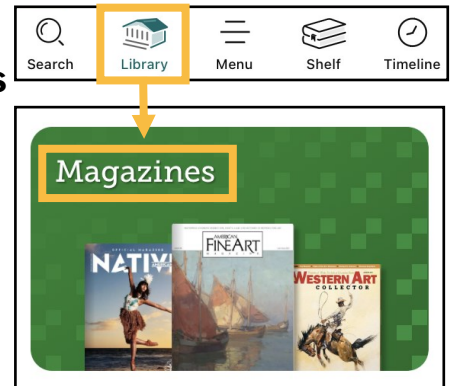
3. Click **Manage Loan** to the right of the title's cover art. Select **Return Early**. Then click **Return** to confirm.



4. You can renew a title 3 days before its due date if no one else has a hold on the title.

Borrow a Magazine

1. Use the **Search** button to look for a specific magazine title or click **Library** and then **Magazines** to browse all magazines.



2. Click the magazine title you would like to **open**. The most recent issue appears at the top of the title's page. Older issues are listed below (most magazines have up to 3 years of back issues).

3. Upon closing the magazine, you will be asked if you'd like to keep it on the **Magazine Rack** for **7 days**.

Magazine series The New Yorker



Would you like to keep this issue in your Magazine Rack?

Keep For 7 Days

Not This Time

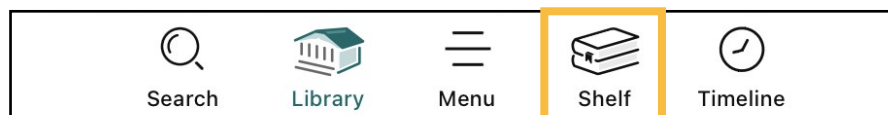
The New Yorker

Subscribe

All Issues



4. Access your **Magazines Rack** by clicking **Shelf** in the bottom right-hand side of the screen and scrolling down.



5. Magazines are always available and have no waitlists. They do not count against the 15 item checkout limit.