



**cloudLibrary**<sup>TM</sup>  
by bibliotheca



**Thunder Bay  
Public Library**

www.tbpl.ca 345-8275


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# cloudLibrary for iPad and iPhone

## Introduction

cloudLibrary is the database Thunder Bay Public Library subscribes to that gives you access to eBooks and eAudiobooks

## Step 1 - Connect to WiFi

Go to **Settings**  press on **WiFi** on the left hand side and connect to a network.

## Step 2 - Get the App

Go to the **App Store**  search for **cloudLibrary** and install the app, which looks like this 

## Step 3 - Open cloudblibrary and set up Your Library


Press on the app, then select your language

A) Select **Canada** for your Country, **Ontario** for your State/Region, and **Thunder Bay Public Library** for your library. Then press **Next**

B) On the Terms and Conditions page, press **Accept**

C) Type in your **library card number and PIN**. Then press **login**.

## Step 4 - Browse the Catalogue

You can browse the catalogue by pressing on the **Search** button on the bottom menu bar. There will be a number for featured subjects to browse through. Alternatively, you can use the search bar  at the top of the app and type in an author, genre, or title you would like. You can also apply **filters** using the funnel icon on the top right hand corner (i.e. search only for titles available now, only audiobooks, etc)

## Step 5 - Check Out

Press on an item to see the options available for that title. You may be able to **Borrow** or place a **Hold**. If you press **Borrow**, you can go to **My Books** on the bottom menu bar and download your item to read. It will be checked out to you for 14 days and will automatically delete itself after that period. Alternatively you can also press **Return** to return the item early.

## Step 6 - Place a Hold

Press place a **Hold** on an item, the system will give you an estimate of when it will be available. When a hold becomes available, the patron is notified by a notification and then they have a few days to check it out. You can have 10 items on hold at a time

[yourcloudlibrary.com](http://yourcloudlibrary.com)