



NATRONA COUNTY LIBRARY

advocating for LITERACY, EDUCATION
and a THRIVING COMMUNITY

307 East 2nd Street
Casper, WY 82601
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natronacountylibrary.org

Digital Materials on Your Mobile Device

Includes Android, iOS and Kindle Fire devices

Overdrive: The Basics

- Available material types:
 - E-books
 - Audiobooks
 - Streaming Video
- Check out limits:
 - 10 items
- Digital materials check out for 14 days and many can be returned early if needed
- You'll never receive late fines; digital materials automatically stop working at the end of the checkout period
- Most items can only be checked out to one person at a time so sometimes you'll need to place a hold

Instructions for Overdrive E-books & Audiobooks

Step 1: Download the Libby app to your device

Step 2: Create an Overdrive account

- Open Libby
- Tap **Hi**, then scroll down to the bottom of the page and tap **Find my Library**
 - If location services are turned off, you will need to manually search for **Natrona**

Step 3: Login to Overdrive

- If you have not previously signed in to Overdrive, you will be asked if you have a library card
- Tap **Yes** and enter your library card number and PIN and then tap **Sign In**

Step 4: Search for digital materials

- Search by title, author, or keyword by tapping the **Search** icon in the top left corner
- Browse by various categories by scrolling down and looking at the **Popular Collections**

Step 5: Checkout and download

- Once you find an item, tap the cover, then tap **Borrow**; this will add the book to your Loans page

- If the button says **Place a Hold**, this item is checked out and can be placed on hold
 - Tap on **Shelf**
- To return a title early:
- Go to your **Shelf**
 - Tap on **Actions...** under the title you want to return and tap **Return to library**

Instructions for Overdrive Streaming Video

Step 6: Download the Overdrive app to your device

Step 7: Create an Overdrive account

- Tap **Sign Up**, then **Sign up using library card**
- Type **Natrona** into the search box and tap **Go**
- Tap **Natrona County Library System**, then type in your library card number and PIN
- You may also sign up using your Facebook account or an email address

Step 8: Add the Virtual Library to the Overdrive app

- Tap **Add a library**
- Search for 82601 and choose **Natrona County Library System - Main Brach** from the list
- Tap **Virtual Library of Wyoming** to add the Virtual Library to your Overdrive app

Step 9: Login to Virtual Library

- Tap **Sign In** and select **Natrona County Public Library**, then tap **Go**
- Enter your library card number and PIN and then tap **Sign In**

Step 10: Search for digital materials

- Search by title, author, or keyword by tapping the **Search** icon
- Browse by various categories by tapping the **Menu** icon (≡) and choosing a category

Step 11: Checkout and download

- Once you find an item, tap the cover, then tap **Borrow**; this will add the book to your Loans page
 - If the button says **Place a Hold**, this item is checked out and can be placed on hold
- Tap on **Go to Loans**
- **Videos cannot be downloaded and require a reliable internet connection for streaming**

Step 12: Enjoy your materials

- Tap the menu icon (≡) in the top left corner of the screen and choose **Bookshelf**

To return a title early:

- Go to your **Overdrive app Bookshelf**
- Touch and hold the title you want to return and tap **Return to library**

Cloud Library: The Basics

- Available material types:
 - E-books
 - Audiobooks
- Check out limits:
 - 5 items from Cloud Library
- Digital materials check out for 14 days and many can be returned early if needed
- You'll never receive late fines; digital materials automatically stop working at the end of the checkout period
- Most items can only be checked out to one person at a time so sometimes you'll need to place a hold

Instructions for Cloud Library

Step 1: Download the Cloud Library app to your device

- For assistance with the Kindle Fire, please talk to a librarian

Step 2: Set up the Cloud Library app

- After opening the app, tap the screen; choose **US**, then **Wyoming**, then **Wyoming Libraries**
- Enter your **Library** card number and PIN and tap **Connect to your library** and then tap **Accept**

Step 3: Search for digital materials

- Search for items by tapping the search icon in the top right corner of the screen
- To browse for an item, tap **Browse** and choose a category from the list

Step 4: Checkout and download digital materials

- Once you find an item, tap the cover, then tap **Borrow**
 - If the button says **Hold**, this item is checked out and can be placed on hold

Step 5: Enjoy your materials

- Tap the menu in the top left corner of the screen and choose **My Books**
- Tap the cover to open and begin reading; you can change font, brightness and other settings by tapping in the middle of the screen

To return an item early:

- Go to the **My Books** section in the app, tap **Return Books**
- Tap the item you wish to return, tap **Return**, then tap **Yes**

RB Digital: The Basics

- Available material types:
 - Audiobooks
 - Digital magazines
- Check out limits:
 - 15 audiobooks
 - No limit for magazines
- Audiobooks check out for 14 days and can be returned early if needed; digital magazines do not have expiration dates
- You'll never receive late fines; audiobooks automatically stop working at the end of the checkout period
- Most audiobooks can only be checked out to one person at a time so sometimes you'll need to place a hold
- There are also a limited number of e-books available through RB Digital

Instructions for RB Digital

Step 1: Download the RB Digital App to your device

Step 2: Tap *Not a member? Register now*

- Choose USA under *Choose Country*
- Tap *Choose State*
- Scroll to choose Wyoming
- Tap *Choose Library*
- Scroll to Natrona County Library System
- Tap *Create Account*
- Fill in required boxes, tap the square to accept Terms of Service, and tap to Register

Step 3: Search for materials

- Use the search feature in the upper left corner to search for specific titles
- Tap on the menu button (≡) to browse specific material types

Step 4: Checkout your materials

- Once you find a title, tap the cover, then tap Checkout
- For *past* issues of digital magazines:
 - Scroll down and tap *View all issues*
 - Once you find the issue you want, tap the cover
 - Tap *Checkout*

Step 5: Download and enjoy your materials

- Tap on the menu button (≡) and tap *Checked Out*
- Tap on a cover to begin downloading to your device; this can take several minutes depending on your internet connection

Tips

- Digital magazines are best viewed on larger screens (tablets)