griffith city library
USER GUIDE

Borrow Box. for 🍎 iPhone & iPad

eBooks & eAudiobooks
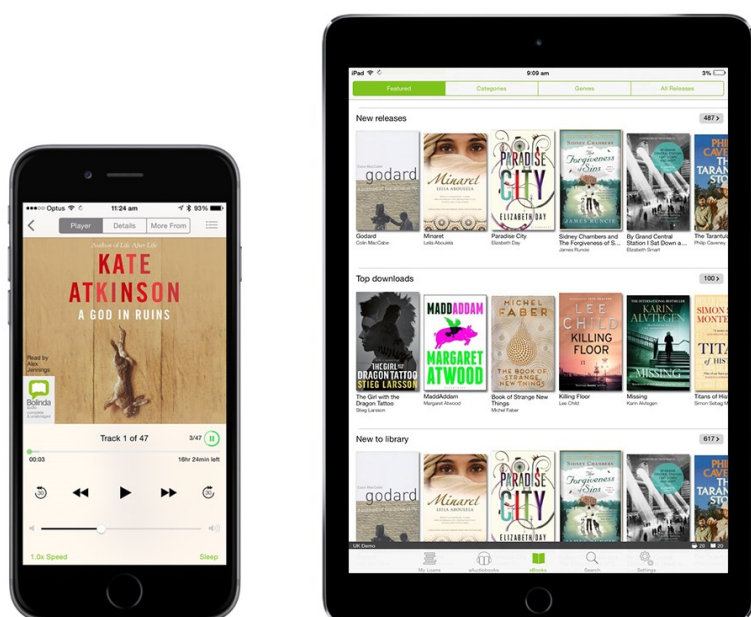
BorrowBox for Apple devices

BorrowBox

Search, borrow, read/listen to the library's collection of eBooks and eAudiobooks with the BorrowBox app.

This BorrowBox guide is specific to Apple devices.

Before you begin

To use the BorrowBox app you will need:

- An Apple iPhone or iPad running the latest version of iOS

- Your Apple ID

- Your library card number and birthdate

Contents

Download BorrowBox from the App Store

Start on the Home Screen of your Apple device:

- Tap   **App Store**

- Type   **BorrowBox** in the **Search Box**

- Tap   **GET** next to **BorrowBox Library**

- Wait   For the app to download

- Tap   **Open**

App Store icon

Sign in

You are only required to sign in the first time you use BorrowBox. Once you have signed in the app will remember your details and you will not have to do it again.

- Type   **Western Riverina Libraries** in the **Library** text box

- Type   Your **library card number** in the **ID/Barcode** text box

- Type   Your full **birthday** (DDMMYYYY) in the **PIN/Password** text box

- Tap   **Sign in**

- Tap   **Agree** to the **Terms and Conditions**

Icons overview

My Loans	**My Loans** page: view your loans, reserves, and loan history.
eAudiobooks	**eAudiobooks** icon: an open book with headphones.
eBooks	**eBooks** icon: an open book.
Search	**Search**: search for a specific author or title.
Settings	**Settings**: access your account details and terms and conditions.
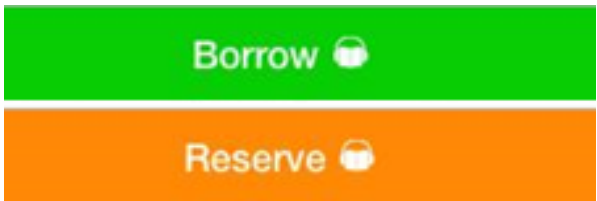
Borrow
Reserve

Borrow - Green means an item is available for loan.

Reserve - Orange means an item is on loan but you can reserve it. You will be notified when it is available to download.
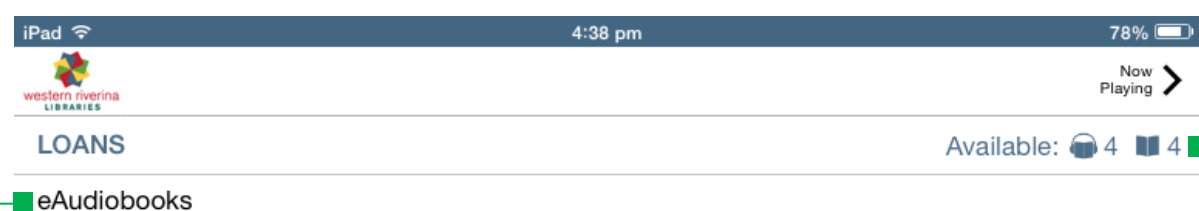
Available   Available

Available (white) - Display available items only is OFF.

Available (green) - Display available items only is ON.

My Loans page

eAudiobook loans

eBook loans
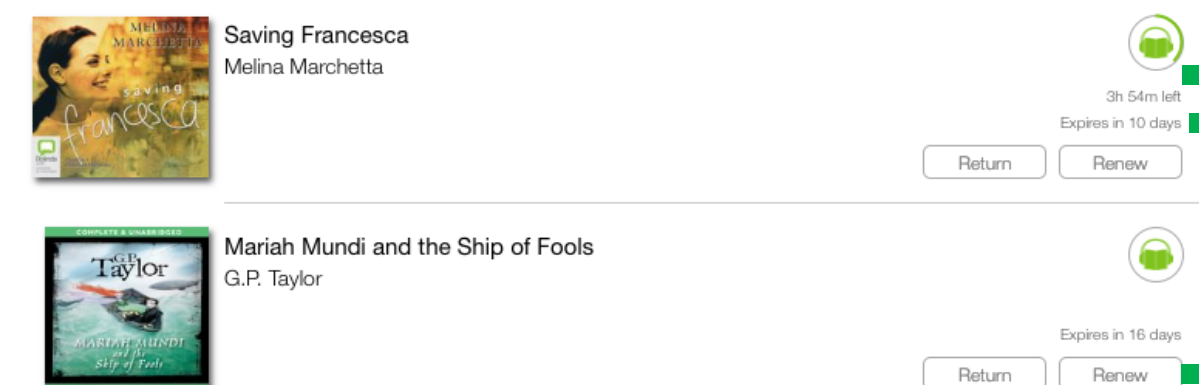
Items on reserve

Your loan history

You can have 6 eAudiobooks and 6 eBooks on loan or reserve at any one time

Your listening progress through an eAudiobook

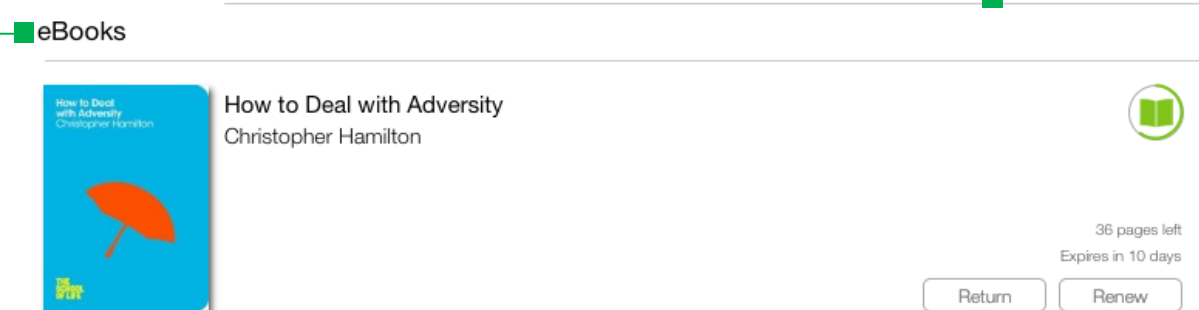Loan time remaining

Renew your loan for another month

Return an item early to immediately borrow more

Your reading progress through an eBook

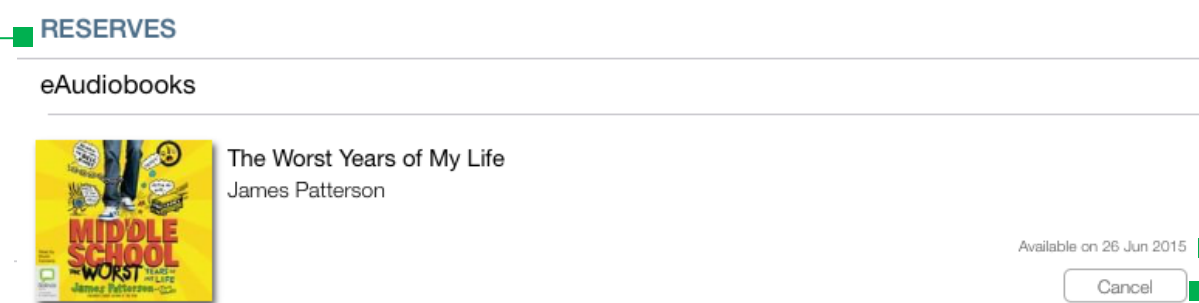Date your reserve becomes available for loan

Cancel reserve

Loans/reserves remaining

Base Menu Bar - Navigate to the My Loans page, browse eAudiobooks, browse eBooks, Search titles, and account Settings

iPad 4:38 pm 78%

Now Playing

western riverina LIBRARIES

LOANS — Available: 4 📖 4

eAudiobooks

Saving Francesca
Melina Marchetta
3h 54m left
Expires in 10 days
Return | Renew

Mariah Mundi and the Ship of Fools
G.P. Taylor
Expires in 16 days
Return | Renew

eBooks

How to Deal with Adversity
Christopher Hamilton
36 pages left
Expires in 10 days
Return | Renew

RESERVES

eAudiobooks

The Worst Years of My Life
James Patterson
Available on 26 Jun 2015
Cancel

LOAN HISTORY

eAudiobooks — See all >

RAW — 17 Nov 2014
30 Jul 2014
Baby Magic — 30 Jul 2014
SNOTROCKET — 8 Jul 2013
ROBERT SWINDELLS ABOMINATION — 9 Jun 2013
Climate Change — 20 May 2013

Western Riverina Libraries — 📖 3 📖 4

My Loans | eAudiobooks | eBooks | Search | Settings

Search for a particular title/author

Use Search to find a particular title or author:

- Tap **Search** in the **Base Menu Bar**
- Tap Either **eAudiobooks** or **eBooks**
- Tap **Available** if you want to limit the Search to available items only
- Tap The **Search text box**
- Type The title or author you are searching for
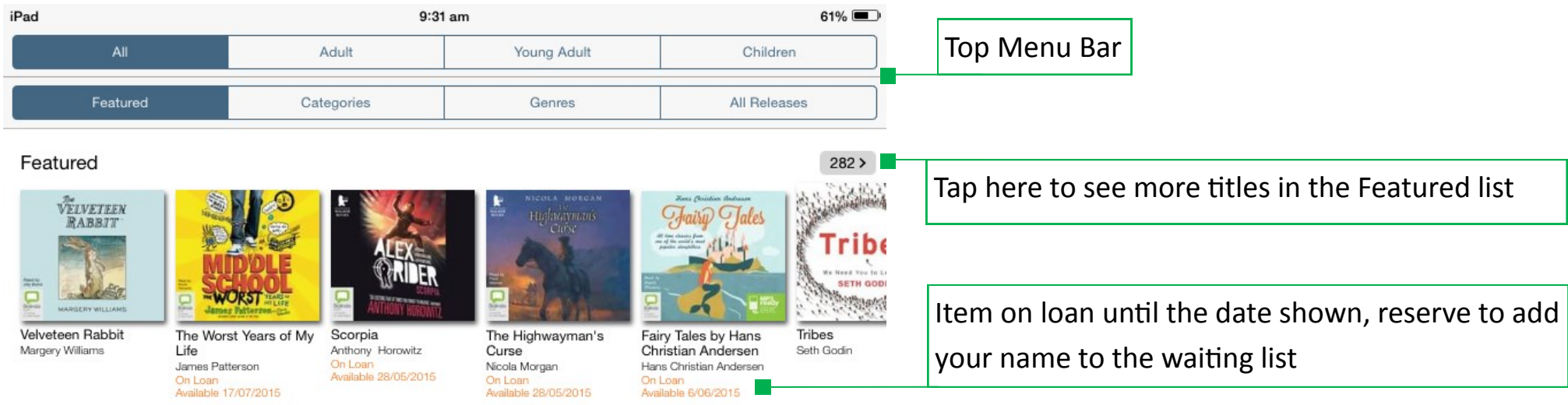
Search text box

Limit results to available items only (OFF)
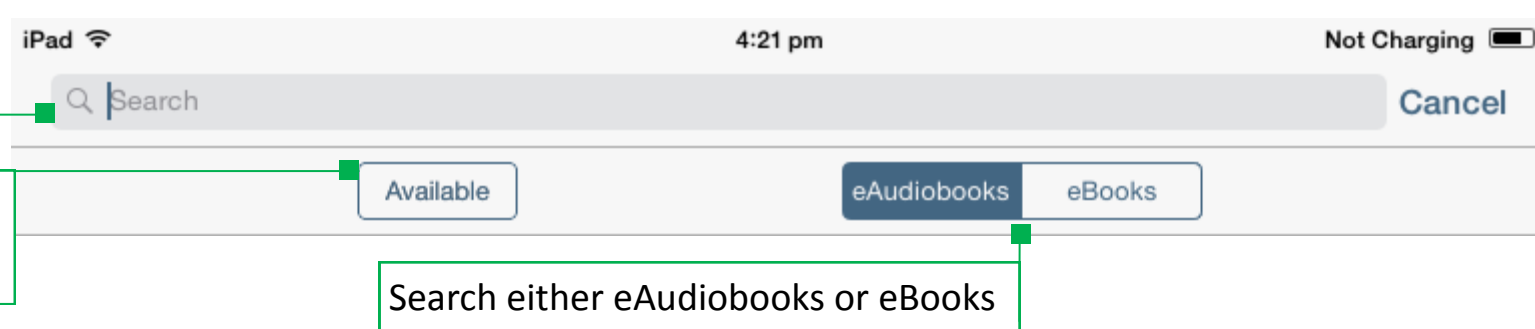
Search either eAudiobooks or eBooks

iPad 4:21 pm Not Charging

Q Search — Cancel

Available — eAudiobooks | eBooks

Browse eAudiobooks/eBooks

- **Tap** — The **eAudiobook** or **eBook** icon in the **Base Menu Bar** to browse titles
- **Scroll** — Through the preview lists, or
- **Tap** — Through the **Top Menu Bar** to browse the collection

Top Menu Bar

Tap here to see more titles in the Featured list

Item on loan until the date shown, reserve to add your name to the waiting list

Borrow an eAudiobook

When you have found an eAudiobook you would like to borrow:

- **Tap** — The **cover image**
- **Tap** — **Borrow**
- **Tap** — **Confirm loan**
- **Tap** — Either **Listen now** or **Keep browsing**

If you choose **Listen now**:

- **Tap** — to **Download complete eAudiobook**, or
- **Tap** — to **Download single tracks**

If you choose **Keep browsing** you can download the eAudiobook later from the **My Loans** page.

Listen to an eAudiobook

From the **My Loans** page:

- **Tap** — The **cover image**
- **Tap** — **Play** to start or resume where you last finished listening, or
- **Tap** — to choose a particular chapter to listen to

Duration of eAudiobook listened through

Duration of eAudiobook remaining

Skip back 30sec

Skip ahead 30sec

Adjust playback speed

Adjust volume

Play

Go to next chapter

Go to previous chapter

Set Sleep timer to automatically stop playing after a set time
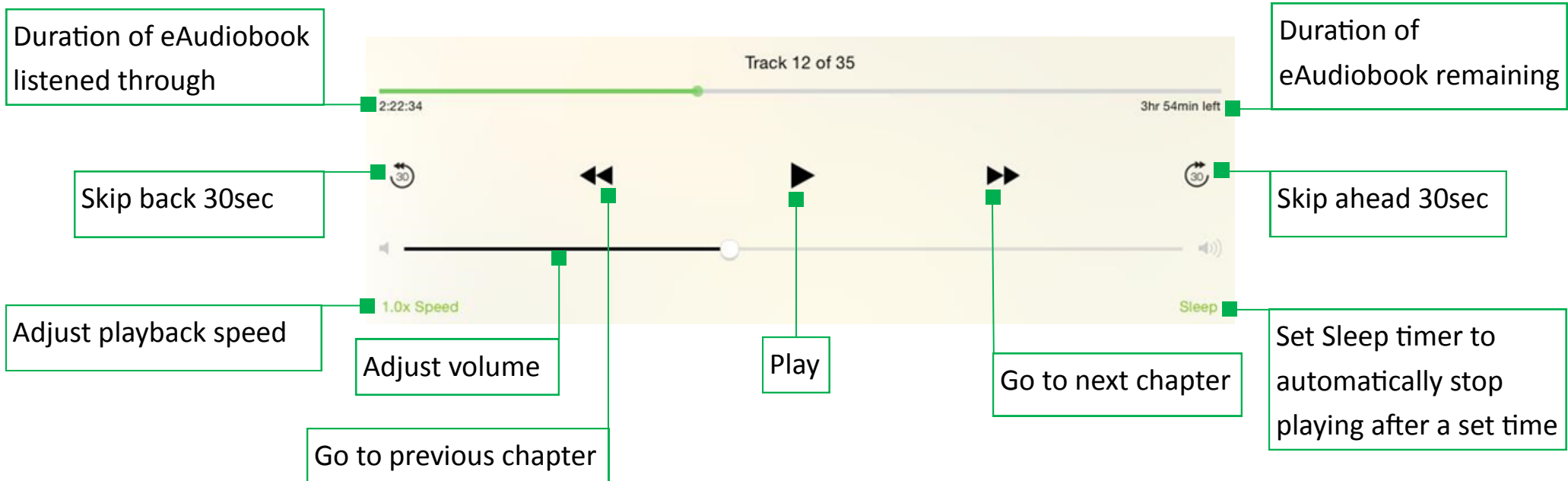
Borrow an eBook

When you have found an eBook you would like to borrow:

- Tap   The **cover image**
- Tap   **Borrow**
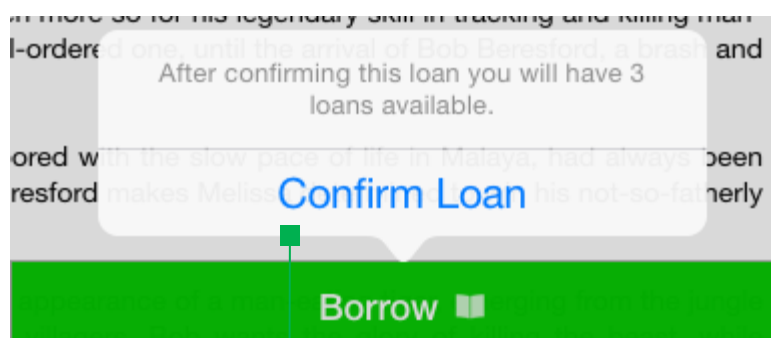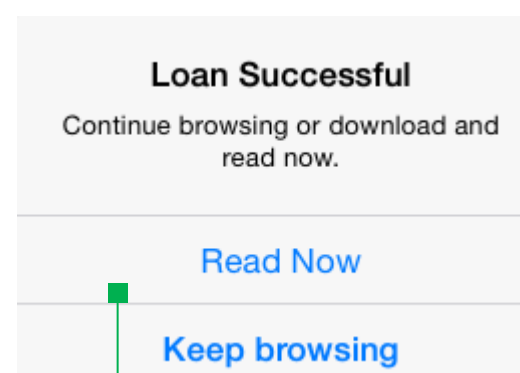- Tap   **Confirm loan**
- Tap   **Read now** and the eBook will download and open, or
- Tap   **Keep browsing** to download your eBook later from the **My Loans** page

After confirming this loan you will have 3 loans available.

Confirm Loan

Borrow 📖

Borrow and Confirm Loan

Loan Successful

Continue browsing or download and read now.
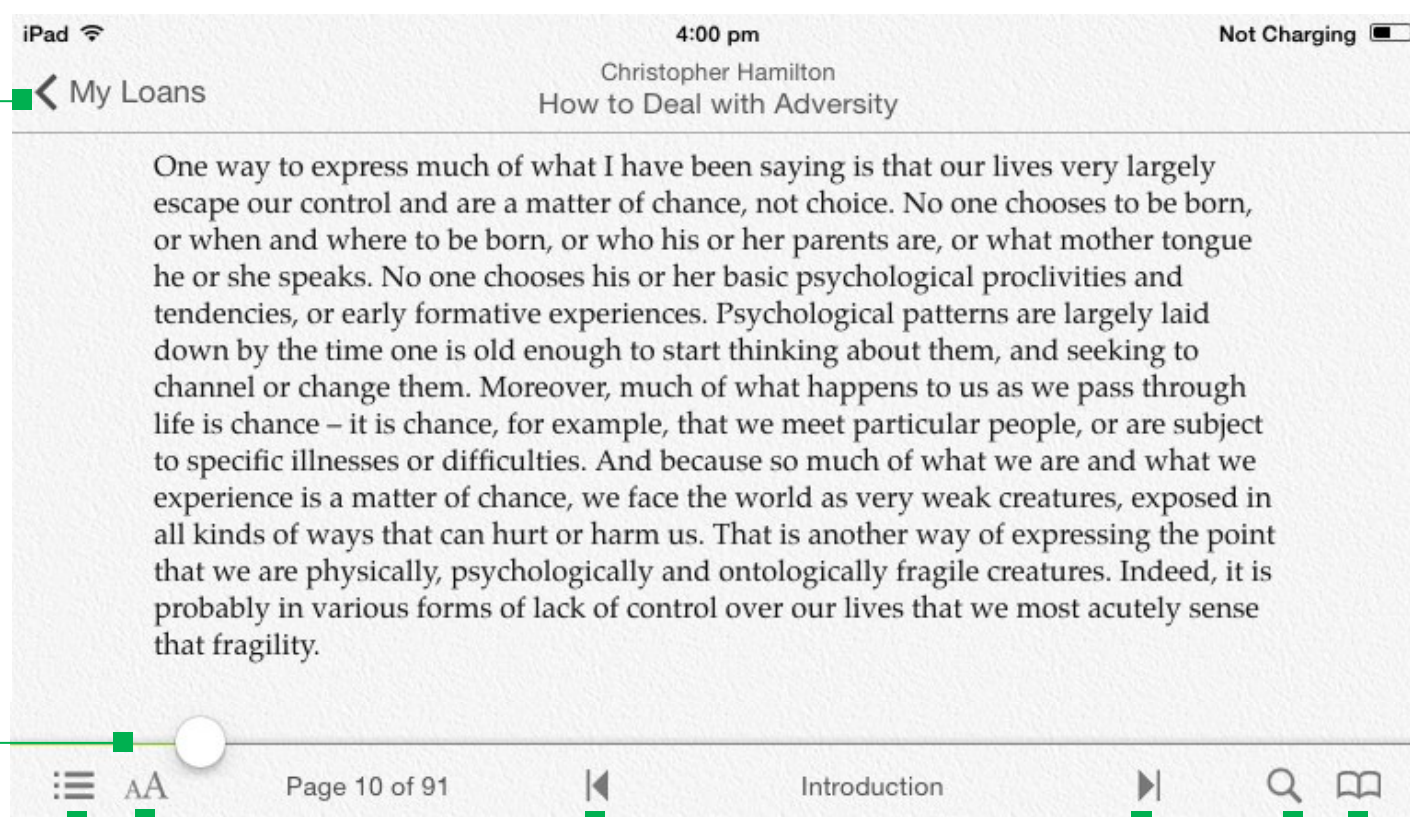
Read Now

Keep browsing

Download and read now or keep browsing and download later

Read an eBook

From the **My Loans** page:

- Tap   The **cover image**
- Tap   The centre of the page to show (or hide) the **menu options** at the top and bottom of the page
- Swipe   The screen to turn the page, or
- Tap   The side of the page to turn the page

Return to the **My Loans** page

iPad 📶   4:00 pm   Not Charging 🔋

Christopher Hamilton
How to Deal with Adversity

❮ My Loans

One way to express much of what I have been saying is that our lives very largely escape our control and are a matter of chance, not choice. No one chooses to be born, or when and where to be born, or who his or her parents are, or what mother tongue he or she speaks. No one chooses his or her basic psychological proclivities and tendencies, or early formative experiences. Psychological patterns are largely laid down by the time one is old enough to start thinking about them, and seeking to channel or change them. Moreover, much of what happens to us as we pass through life is chance – it is chance, for example, that we meet particular people, or are subject to specific illnesses or difficulties. And because so much of what we are and what we experience is a matter of chance, we face the world as very weak creatures, exposed in all kinds of ways that can hurt or harm us. That is another way of expressing the point that we are physically, psychologically and ontologically fragile creatures. Indeed, it is probably in various forms of lack of control over our lives that we most acutely sense that fragility.

Progress through eBook

Page 10 of 91   ◀| Introduction |▶   🔍 📖

Table of contents

Go back to previous chapter

Skip to next chapter

Adjust font and display

Search book

View bookmarks

Bookmarks

When you return to the My Loans screen or close the app BorrowBox will automatically bookmark the last page you were reading.

You can also insert your own bookmarks while reading:

- Tap   The centre of the screen to hide the menu options at the top and bottom of the page
- Tap   The top right corner of the page. The corner of the page will fold down and turn green to represent a bookmark

To view your bookmarks:

- Tap   The centre of the screen to show the menu options at the top and bottom of the page
- Tap   The **View bookmarks** icon

Dictionary

You can define words in the eBook using an inbuilt dictionary.

To define a word:

- Press   Your finger to the word until a magnifying glass appears
- Tap   **Define** and the definition will appear
- Tap   **Manage** for a list of the different language dictionaries that are available to download

To perform a full text search for a word:

- Press   Your finger to the word until a magnifying glass appears
- Tap   **Search** and a list of all the times that word appears in the book will appear on the right of the page

Questions?

If have any questions or experience problems using the BorrowBox app Griffith City Library staff are always available to help.

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