How to set up Libby
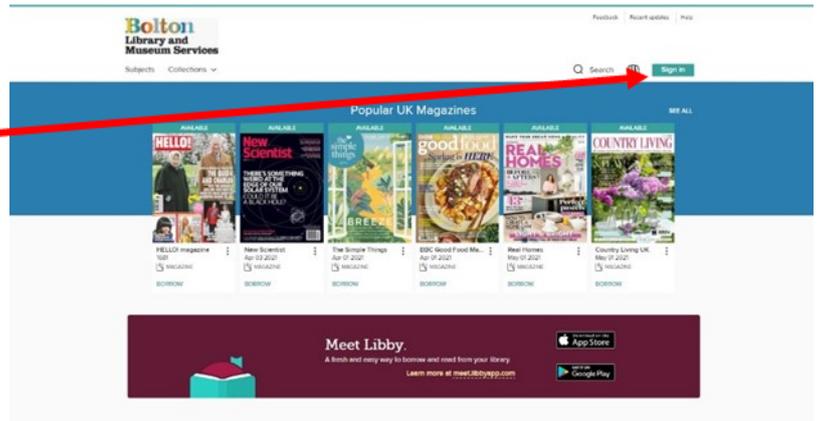# Bolton Libraries' eMagazine service

Using Libby on Laptops and PCs
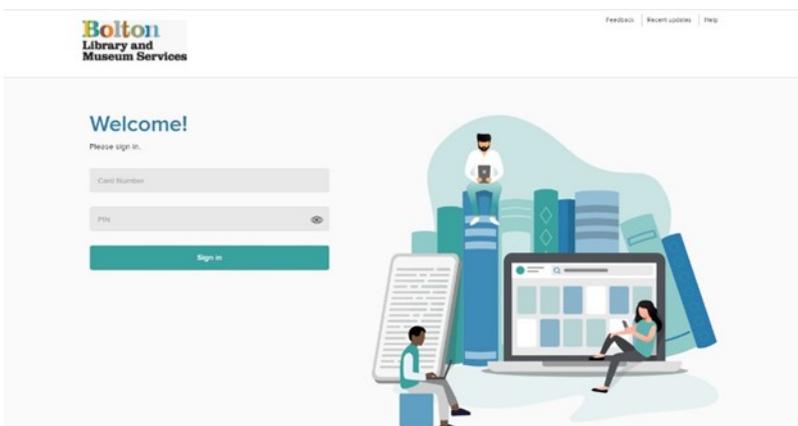
1. Go to Bolton Libraries' Libby site: https://boltonuk.overdrive.com

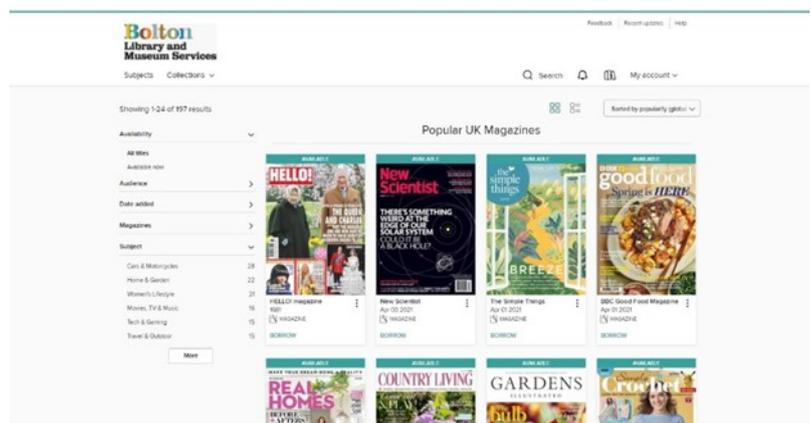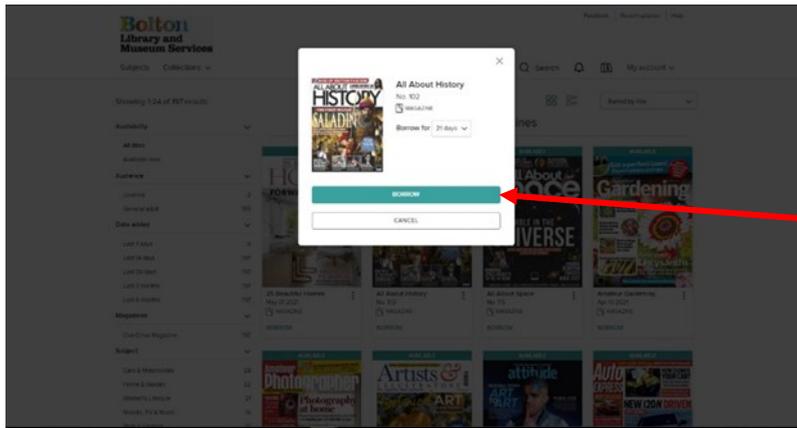Click the **Sign in** button at the top of the page.

2. Add your card number (remember to add **16P** before the digits) and click **Next**.

   Add your PIN.

3. You can search for a magazine by title, browse by subject or click on the page numbers at the bottom of the screen.
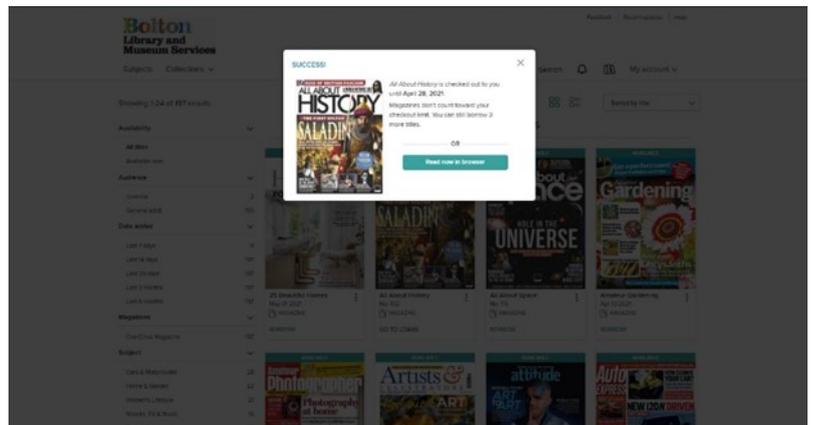
4. Click on a title you would like to read.

   Click on **Borrow**.

5. The title is now checked out to you.

   You can read it in your browser, or click on the **X** to carry on searching.

6. Click on the middle of the page to bring up the menu bars:
   The icons allow you to:

   Increase / Decrease page size

   Display single / double pages

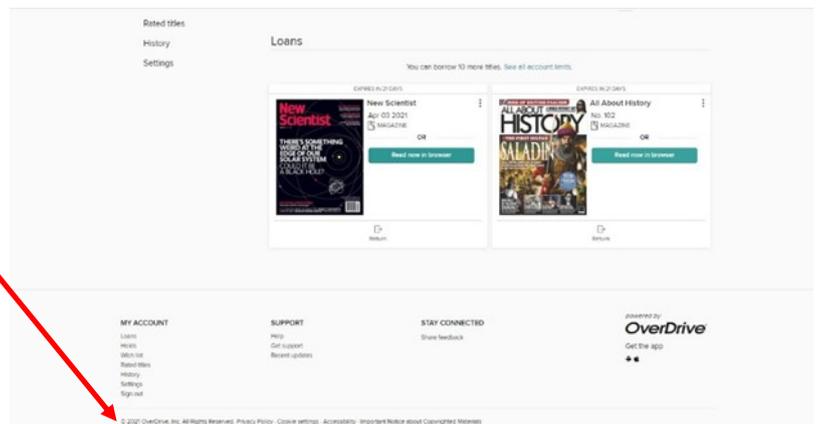   Search within the magazine

   Bookmark pages

7. Clicking on the ☰ Icon brings up the side menu, which also lets you search the magazine, jump to specific sections, bookmark pages and change the background.

8. To return to your loans screen, close your browser tab or window.

You will be able to see all the titles you have checked out.

9. Sign out of your account by clicking the link at the bottom of the page.

If you have any questions you can telephone us on 01204 332853 or email us at libraries@bolton.gov.uk.