

SimplyE

Installing the App & Logging In

Search the Google Play or Apple App Store for “SimplyE.” To begin using the app, tap the Install or Download button in the app store to install. Once installed tap open. You then select your library. Once in you can tap on a book cover to borrow a book which will ask you to log in with your full library card number and PIN to begin borrowing books.

Alternately you can simply go to **Settings**, select your library account and log in there. You can either scan the barcode of your library card by tapping the **Camera icon** or enter the library card number via the keyboard by tapping in the field to bring up the keyboard.

Searching & Browsing

To browse titles: Tap **Catalog** tab at the bottom of the screen on iOS, or the **menu** icon at the top left on Android and select your library. Titles in various categories of books will display. Swipe from left to right to view the popular and available books in each category (tap the category titles or **More...** to view all books in a category).

To search for a specific author or title: Tap the **search icon** in the upper right corner and enter the author or book name. Tap the cover of any book to read its description, or download or reserve it.

Sorting & Filtering Results

When viewing all books in a category, you can sort by Author, Availability, or Collection. You can also sort books in the My Books and Reservations tabs.

Reading E-Books

Once a book is downloaded, tap the Read button. Turn pages by tapping on the right or left edges of the screen. Tap the center of the screen to open the navigation bar. The table of contents can be found in the upper right corner. To exit the title, tap the back arrow.

Accessing New Holds & Borrowed E-Books

In the Reservations and My Books screens, tap the refresh icon in the upper left corner to check for available holds and books you may have checked out from another source. E-books downloaded with another app might not be available to view in SimplyE.

Returning E-Books

All borrowed digital titles are automatically returned at the end of their lending periods, so you never have to worry about late fees (exceptions include titles in the public domain, which can stay on your SimplyE bookshelf indefinitely).

To return a title early: Go to My Books, tap the title and tap Return.