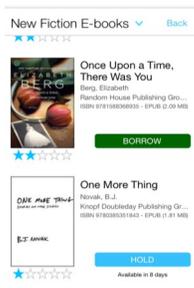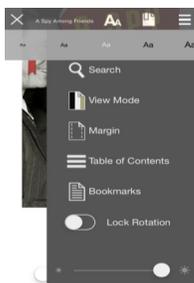# OTHER FEATURES

When searching for a book, you will see either a borrow option or a hold option. If it says borrow, you can borrow immediately. If it says hold, you must place item on hold. The time frame next to the hold button estimates how long it will be until you get the item.

Underneath the descriptions of the books, 3M gives you other suggestions that you may want to take a look at. This includes different formats, similar authors, and additional titles.
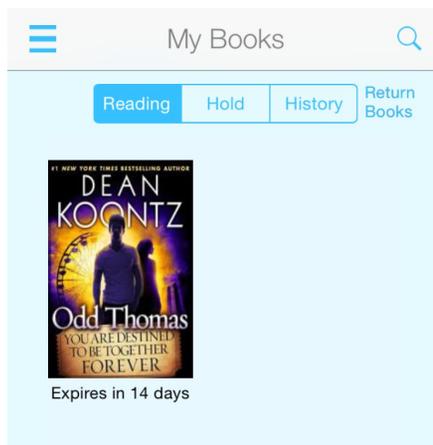
You can change text size, view mode, margins, and brightness all from the e-book itself (changes for audiobooks as well). You can also search for keywords in the book and add bookmarks.

From your "My Books" tab, you can return your books early, which helps alleviate the wait for others who may be holding for the book.

DID YOU KNOW?

Your "My Books" tab has 3 aspects:

Reading
Your reading tab shows you what you currently have checked out. It also is where you go if you want to return your books.

Holds
By clicking this tab, you can see the items you have a hold on and how long you may wait for it. Also, you can remove your hold here.

Reading History
Did you already read/listen to that book? Find out here! It keeps track of what you have downloaded. You can also clear your history if you prefer.
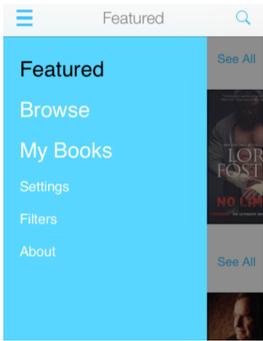
3M Cloud Library

E-BOOKS AND E-AUDIOBOOKS FOR TABLETS AND SMARTPHONES

BERNARDSVILLE
PUBLIC LIBRARY

1 Anderson Hill Road
Bernardsville, NJ 07924
908-766-0118
www.bernardsvillelibrary.org

Step 1	**3M Cloud Library** Download the 3M Cloud Library App.
Step 2	Select library. Enter your library card number and password.
Step 3	Search for items using one of the options. (see next page)

Options for Searching

FEATURED

Our featured collection highlights titles that may be of interest to you. This may include best sellers, books associated with current events, books about a specific topic, etc.

BROWSE

The Browse feature allows you to browse by different topics, ages, and subjects. If you ⭐ a topic, it will save it for future searches!

SEARCH

Use the magnifying glass in the top corner to search by a specific title, author, keyword or other words that will help you find what you are looking for!

Step 4	 Click on the title you want. When this screen appears, click borrow.
Step 5	 Book will be in "Reading" tab. Click arrow to begin download.
Step 6	Enjoy your book!