

What do I need?

A valid library card from Paris Public Library or other participating Illinois Heartland Library System library and

Your password/PIN (last 4 digits of the phone number in your library record unless you have changed it)

Tablet or smartphone. Kindle Fire owners see separate brochure.

Where do I start?

Download Overdrive (for MyMediaMall) and Cloud Library apps from the App Store or Google Play.

MyMediaMall

Launch the app. First time users will need to create an Overdrive account with an email address and a password. This account is not your library account.

Add a library. Enter zip code of home library and search. Select your library and tap to remember it. Then tap MyMediaMall.

Always sign in. Choose *Illinois Heartland Library System* as your library. Enter your library card barcode number (no spaces) and PIN. Tap remember my login so you won't have to enter this every time you sign in.

You may select your desired loan period (7 or 14 days) in general by going to Account, then Settings. You may also choose the loan period on specific books when borrowing.

If you get an error message, try re-entering your barcode and PIN. If that doesn't work, contact the library. Your card may be expired, you may owe more than \$5.00, or there may be a minor setting in your library account that needs to be changed.

Navigating MyMediaMall

Tap **Add Title** to begin searching for items.

You may browse by selecting a category list or by tapping a book cover.

An ebook shows a small open book icon in its upper right corner. An audiobook shows headphones.

The item's icon is grayed out if it is currently checked out. Click the cover and then **Place a hold** to enter your email address. You will receive an email when it's your turn. Follow the instructions in the email to download.

Use the Search bar to find a specific author or title.

If looking for a book to read right now, use **Advanced Search** to display only items with available copies and in your format.

Choosing an ebook format

The **epub** format downloads to your device and is read in the Overdrive app.

The **Read** format lets you read a book in an up-to-date browser on your device without downloading the item. Favorite/bookmark the book when it first

opens in the browser to read or return to it later. Remove the Favorite when finished with the book.

Choosing **Kindle** format is an option, but more complicated. It will send you to your Amazon account to Get Library Book; it must be read in your Kindle app. Using one of the other formats is recommended.

Returning books early

You may return books early by going to your Bookshelf. Tap and hold the book cover until options appear, then tap Return. Audiobooks may not be returned early. Kindle format must be returned from your Amazon account.

Things to Remember

You may have 5 items checked out at once and 7 on hold. Items cannot be renewed, but you may be able to check out the item again if available.

When the loan period ends, the title expires and is automatically returned. You may delete expired titles from your device.

Check Overdrive Help or ask us if you need help.

[Learn about Cloud Library →](#)

Cloud Library

Download the app and enter your library information:

- Select Illinois and Illinois Heartland Library System.
- Enter your entire Paris library card number and your PIN.
- Accept the End User Agreement to continue
- Tap Login.

If you want to receive an email when a hold is available, go to Settings and enter your email in Notifications.

Finding an eBook or eAudiobook

There are three ways to search the Cloud Library

Featured: recommended and recent titles

Browse: titles sorted by category for easy browsing

Search: keyword search (tap on the magnifying glass in the top right corner).

Checking out & placing Holds

1. Tap the cover art.
2. Tap the **Borrow** button.

The title will be added to the bookshelf for every device on which you've installed the 3M Cloud app.

If you are blocked from checking out,

contact the library. Your card may have expired, you may owe more than \$5.00, or there may be a minor setting in your library account that needs to be changed.

3. If item is not currently available, tap the **Hold** button.

My Books

The My Books view shows the titles currently checked out to you under the Reading tab. Titles you have on hold are found under the Holds tab.

Things to Remember

- You can install Cloud on up to 5 devices.
- Your account, including where you left off reading in a given book, will be synchronized between all your devices automatically.
- You can check out up to 5 eBooks at a time and have up to 5 titles on hold at a time.
- The loan period is 21 days.

You can also search for and check out Cloud Library ebooks and audiobooks in the SHARE catalog. Look for the logo. Then read them in the app.

Tablets and smartphones



and



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