



Belleville Library On The Go

Getting Started

Access **Belleville Library On the Go** from your Android phone, tablet, iPhone or iPad. Manage your account, search the catalog, renew and reserve books.

Sign In

1. Tap the three horizontal lines in the top right corner.
2. Select Sign In.
3. Enter your Borrow Number (your library card number) and your PIN (usually the last 4 digits of your phone number). Tap Login.
 - Instead of entering your library card number, you can select Scan Barcode, allow the app to access your phone's camera, then scan the barcode on your library card using your phone camera.



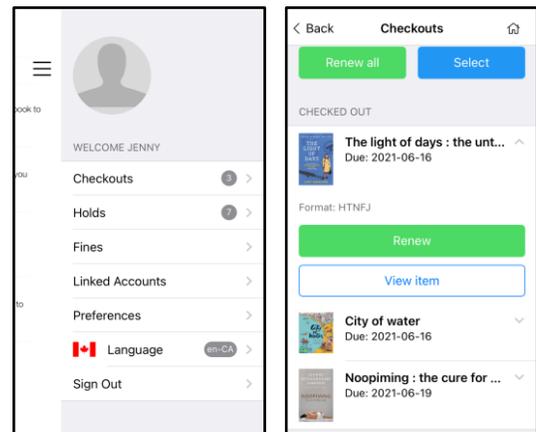
This will take you to the app's home screen menu.

Manage Your Account

From the Home screen, select *My Account* or select the three horizontal lines in the top right corner.

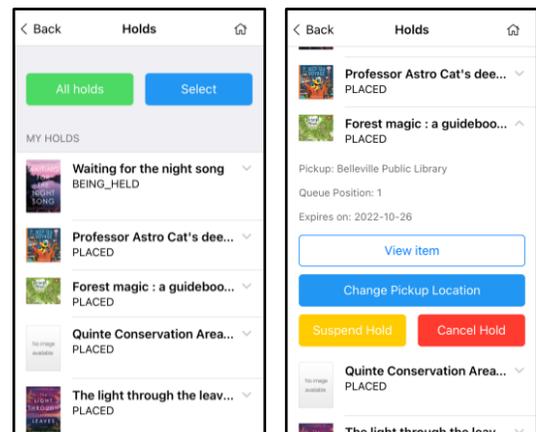
Renew a title

- Tap *Checkouts*. Tap the title you would like to renew then tap the green *Renew* button.
- If you would like to renew all of your checkouts, you can select *Renew All*.



Modify a hold

- Tap *Holds*. Here you can view the titles you have on hold. Items BEING_HELD means the item is ready for you to pick up.
- Tap a title to see the pickup by date (if it's ready) or your position in the waitlist queue. *View item* will take you to the item's catalogue page. You can cancel, suspend or change the pickup location of the hold.
- Note: holds ready for pickup (BEING_HELD) can only be cancelled. Call the library if you would like to change the pickup location of a hold that is ready.



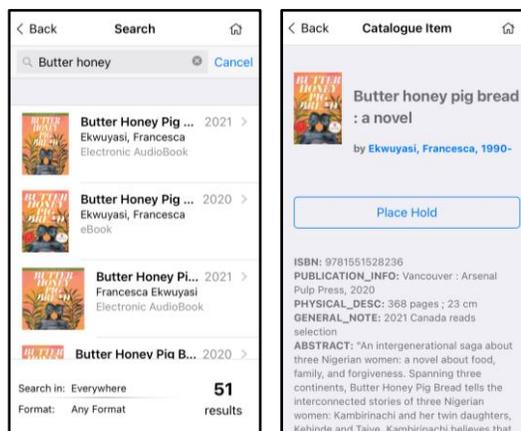
Linked accounts

- You can add additional accounts to the app if you have multiple cardholders in your household.
- Select *Linked Accounts*, then *Add*. Enter the library barcode number and pin of the account you are adding and tap *Link*. You will now be able to toggle between your linked accounts.

Search and Place Holds

Search the entire collection

- In the search bar at the top of the home screen, enter title, author or series in the search bar.
- To filter results by format (eBook, eAudiobook, Large Print, Sound Recording, Video Disc etc.), tap *Format* at the bottom of the screen, select your preference, then tap *Apply Filters*.
- Tap on a title for more information, including a description of the work, the call number and the number of copies.
- Tap on the title you would like to borrow then select *Place Hold* or *Download Now*.



Search digital content only

- To search only eBooks and eAudiobooks, select *eBooks & eAudio* from the home screen.
- Enter the title, author or series in the search bar at the top of the screen.
- To filter results by format (i.e. eBooks or eAudiobooks), tap *Format* at the bottom of the screen, then select your preference.
- Tap on the title you would like to borrow to see borrowing or hold options.

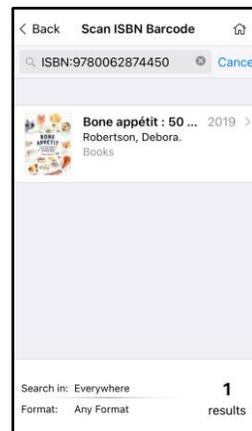
Borrow digital content

- OverDrive eBooks and eAudiobooks can be borrowed directly from the Belleville Library On The Go App. Select Borrow or Place Hold depending on the title's availability. Access the content in the OverDrive or Libby app.
- Hoopla eBooks and eAudiobooks can only be borrowed using the Hoopla mobile app or on the Hoopla website on a computer web browser

Scan ISBN Barcode

If you happen to be holding a physical book and you would like to know if Belleville Library has a copy:

- Select *Scan ISBN Barcode* on the app home screen and allow the app to access your camera.
- Use your phone's camera to scan the ISBN Barcode on the back of the book.
- If the book is in the library's collection, the catalogue record will appear automatically.



Need help? Contact the library at infoserv@bellevillelibrary.ca or 613-968-6731 ext. 2037