



Belleville
Public Library &
John M. Parrott Art Gallery

Getting Started with Hoopla on Your Computer

Get Started

1. Go to www.hoopladigital.com.
2. Click **Get Started**.
3. Your Info. Follow the prompts. Enter your email address and create a password. Read the terms and conditions and click **Agree**.
4. Choose Your Library. Search Belleville Public Library and select the Ontario result from the list. Click Next.
5. Emails and Notifications. Select your notification preferences then click Next.
6. Enter your library card number without any spaces. Your pin is usually the last four digits of your phone number. Make sure you click the **I Agree** box at the bottom! Click **Sign Me Up**.

Searching Hoopla

There are several ways you can find content on Hoopla:


- Enter a title, author, or artist into the Search bar along the top of the screen
- Click **Browse** at the top of the screen to browse a media type (audiobooks, movies, music, comics, ebooks, and television).

Borrowing with Hoopla

1. Find a title you are interested in, click **Borrow**.
2. Click **Play, Read, Watch** or **Listen**.

With your Belleville Public Library card, you can borrow up to 8 titles per month. In addition to the monthly download limit of 8 titles, there are daily budget limits set by each library that may prevent you from borrowing a title. If this occurs, check back the next day to borrow the title.

Make changes to your account

1. Log in to Hoopla using the email and password you signed up with.
2. Click the **Settings** icon in the top right hand corner. 
3. Choose the setting you wish to change:
 - Edit email: allows you to make changes to your email address
 - Change password: update your password
 - Library Settings: If you have recently gotten a new library card you can update your number and pin from this section

For more assistance visit www.hoopladigital.com/help or call our Information Services staff at 613-968-6731 ext. 2037.