

## Using the Jerseyville Public Library Catalog

3M Cloud eBooks and eAudiobooks are included in the Jerseyville PL catalog along with print books, books on CD, DVDs, and music CDs. Browse and check out 3M titles just as you do with all items in the catalog.

### Finding an eBook

1. Click on the “Check out our online catalog” link from our website, <http://jerseyvillelibrary.org>.
2. Login to your account. (You cannot see 3M titles without logging in.)
3. Search the catalog just as you would for any title, author, or subject. Any 3M titles that match your search will appear in the search results along with other library items.

3M titles are indicated by this logo  to the right of the title information.

eAudiobooks will also have a headphone next to the logo.

**\*\*Note :** *To find only 3M titles, enter **3M** in the search bar and select eBook under “Limit by.”*

### Checking out an eBook or eAudiobook

Click the Checkout Button to the right of the title information. Login to your account using your barcode number and pin, if prompted. The title will be added to the list of items checked out to your account and to the 3M Cloud App “My Books” for every device on which you’ve installed the 3M Cloud app.

### Placing a Hold

Click the “Place Hold” link to the right of the title information. Login to your account if prompted to do so. The title will be added to your list of requests.

## Returning Titles Early

3M Cloud eBooks and eAudiobook will be removed from your device(s) automatically at the end of the loan period.

If you are finished with a title before it expires, you can return it early for the next person to read by using the 3M Cloud App or through the Jerseyville PL online catalog.

### To check in using the catalog:

1. Click “Ligon to your account” from our website, <http://jerseyvillelibrary.org>.
2. Enter your barcode number and pin.
3. Select “Items Out” from the “My Account” menu.
4. Click the “Check In” button for the title you wish to return.

### In the App from the My Books Page

- 1) Click or tap on “Return Books” at the top of the page.
- 2) Click or tap the red “Return” button.
- 3) Click or tap the green “Yes” button to confirm the return. You may rate the title at this time if you desire.

### Getting More Help

- ◆ Visit the website [www.ebook.3m.com](http://www.ebook.3m.com)
- ◆ Call or stop by the library as staff members are happy answer to your quick questions.
- ◆ If more time is needed, you can make an appointment to meet with a staff member as some are more knowledgeable than others.

# Using



# eBooks and eAudiobooks

# at the

# Jerseyville Public Library



## Overview

The 3M Cloud Library offers eBooks for download directly from the same Jerseyville PL catalog used to search for books, movies, and music.

### 3M Cloud eBooks work on the following devices:

Device	Version of 3M Cloud App
iOS (iPhone, iPad, iPod Touch iOS 7.0 or later )	iOS App from iTunes Store
Android Devices (Android 4.0.3 and up)	Android App from Google Play
Nook Tablet Devices (Nook Color & Tablet)	Nook App from Barnes & Noble
Other Nook Devices (Nook HD & Samsung)	Nook App from Barnes & Noble
**EPUB eReaders & PC Users (Nook, Kobo, & Windows 7, 8, & 10)	Windows App from <a href="http://www.ebook.3m.com">www.ebook.3m.com</a>
Macs (Compatible with Mac OS X.6.x or newer)	Mac App from <a href="http://www.ebook.3m.com">www.ebook.3m.com</a>
Kindle Fire (Compatible with Fire, Fire HD, & Fire HDX running Android 2.3.3 and up )	Kindle Fire App from <a href="http://www.ebook.3m.com">www.ebook.3m.com</a>

The 3M Cloud Library is not currently supported by Amazon. If you would like compatibility with your Kindle device not indicated above, please contact [kindle-feedback@amazon.com](mailto:kindle-feedback@amazon.com).

**\*\* For those using the Windows App, you can choose to set up an Adobe ID, but it is recommended that you use 3M Cloud Library ID.**

## Basic Information

- ◇ To access the 3M Cloud Library, visit our website, <http://jerseyvillelibrary.org> and click on the 3M Cloud logo. 
- ◇ You may need to login twice
- ◇ You can install the 3M Cloud App on up to 5 devices.
- ◇ The 3M Cloud Library automatically syncs to all your devices that have the 3M Cloud Library App downloaded to them. You can start reading on your iPad and continue later while waiting some where and reading from your phone - right where you've left off.
- ◇ You can have up to 5 items checked out a one time and can have 5 holds, too.
- ◇ The loan period is 21 days.

### Setting up Your Computer or Device

1. Download the appropriate app & open it.
2. Select "IL" from the list of states
3. Select "Illinois Heartland Library System" from the list of libraries.
4. Enter your barcode number (without spaces)
5. Enter your pin (if not sure, call us 618-498-9514 & we'll enter what you choose.)

## Using the 3M Cloud App

You can browse, checkout, and read titles directly from the 3M app on your device.

### Finding an eBook or eAudiobook:

There are three ways to search the 3M Cloud Library

- **Featured:** recommended and recent titles
- **Browse:** titles sorted by category for easy browsing. You can "star" your favorite categories and they will appear on their own tab on the "Browse" page.
- **Search:** keyword search anywhere you see 

### Checking out an eBook or eAudiobook

- 1) After finding a title, click or tap on the cover art for more information.
- 2) Click or tap the "Borrow" button.

The title will be added to "My Books" for every device that has the 3M Cloud App installed.

**Note:** eAudiobooks are marked with a pair of headphones 

### Placing a Title on Hold or Suggesting a title

1. Click or tap the blue "Hold" or "Suggest" button.
2. If you want to be notified when your hold becomes available, choose "Yes" and enter your email address.

### My Books Page

The "My Books" page shows the titles you are reading or those you have on hold.

### Filters

Filters allow you to choose what you see when you search or browse. You can choose to see only eBooks, eAudiobooks, or both. You can choose to see only items available now, owned by our library, or even titles that we don't own that you would like us to purchase.