

RBdigital Quick User Guide

Go to your library's website and click on RBdigital web banner. You can do this from your mobile device or PC.

A screen showing your library's e-books and e-audiobooks will appear. On the top right of the page you will see Register. Click that and put in your library barcode number. Fill out the required information.

The email address is important information our support team will need to help you with anything, so please use an email address you will remember.

After setting up your account at your library's website, go to your phone/tablet's app store and search for RBdigital. Download the app.

When you open the app for the first time, you will be asked for your email address. Use the same email address and password you used to set up your account.

Next, enter the state in which you live. Use the dropdown menu to select your hometown library. You will not be able to continue until the library you selected matches up with the library card number you used. This ensures that your local library gets credit for the circulation statistics they need for their reports.

You should now see the homepage with your library's e-content.

Note: You must create an account through your library's website before using the app.

Menu Buttons

On the top left, you will see three horizontal lines. Tap this and the menu will appear.

Home-shows all the e-content the library has to offer.

E-Audiobooks-shows the e-audiobooks in your library's collection. These are broken down into the most popular, NYT best sellers, newly added content, and recommendations. You have over 7000+ titles that never have a hold and are always available in addition to new best sellers.

Magazines-shows all the e-magazines in your library's collection.

E-Books-shows all the e-books in your library's collection. These are divided into the same categories as the e-audiobooks.

Checked Out-shows you the items you have checked out.

Recommended-shows titles the app recommends based on previous checkouts and genres you've selected in your Preferences.

Wishlist-shows items you've selected for future reference.

Holds-shows books you've placed on hold to check out when they become available. When you tap the cover of a book, it will open, and a gray line in the middle lets you know where you are in the queue for that title.

History-shows you every e-book, e-audiobook, and e-magazine you have ever checked out.

Your Profiles-RBdigital allows you to have as many accounts or profiles as you want on any device. Each account needs a separate library card barcode number. Tap on the + button to add a profile. Put in the email address and password associated with that email. You can then switch back and forth to different accounts. This is useful if multiple members of your household share a device.

Settings-You can read or listen by streaming or by downloading. The default setting for Download Titles Using Wi-Fi Only is on (rationale: to prevent data charges). This can be turned off. The default for Automatically Download Titles Once Checked Out is off. This can be turned on. (Rationale: you might want to check out multiple books, but not have room on your device for the full download of all the items.)

E-Audiobook/E-Book Preferences-allows users to select specific genres of books to be included in your recommended titles.

Tips on How to Enjoy the RBdigital App

Tap the magnifying glass on the top right of the screen for a **search** bar. You can search for format, genre, audience, title, author, or what's available for immediate check out. Search suggestions will appear after you type a few letters.

Tap on the cover of an e-book or e-audiobook to see the name of the book, author, narrator, genre, and series. These are live links, so, for example, if you tap on the author's name, all the books by that author will appear.

To return an e-book, e-magazine or e-audiobook, you can either click the "x" on the top right of the item in Check Outs or tap on the cover and select return.

You can **renew** any book that doesn't have a hold on it.

Playing E-Audiobooks-There is a play/pause button, a forwards/backwards 30-second button, and a forward/backwards 1-chapter button.

On the bottom of the e-audiobook play screen, is a control to change the speed of the playback up to 2 times the normal speed or to slow down to half speed.

There is a chapter/bookmark button, and a sleep-timer button. You can set the sleep timer for periods from 15 minutes to 90 minutes. The audiobook will automatically stop and bookmark your place at the end of the selected time period.

Reading E-Books-After downloading an e-book, tap read. On the top left next to the back button is a settings gear. Tap it to access the following settings:

Page Layout allows you change the brightness, lock the screen rotation, set margins, and select a page-transition effect.

Text Settings allows you to change the text size, font, and line spacing. After making your selections, tap Back.

Themes allows you to select color schemes for your books. The default is a white background with black print. There is an outdoor setting for reading outside. The night setting changes the background color to black and the print to white.

Reading E-Magazines-There are no limits to how many magazines you can download. E-magazines may be kept for as long as you like and never returned unless you choose to do so.

After checking out an e-magazine, you will get a pop-up notice asking if you'd like to be notified when the next issue of that magazine becomes available. Tap the magazine cover to return an item or to view all issues. Back issues are also available.

Tap Read and the magazine opens. To switch between text and pdf settings, tap the middle of your screen. On the top right, you will see 3 horizontal lines. This allows you to view all the individual pages as well as the articles.

Tap the text button to increase the size of the print, switch between daytime and night modes, or switch between pdf and text formats.

When you tap the magazine screen, all of the pages will appear at the bottom of the screen. Scroll and select a page.

Need Help?

If you have any questions or need help, you can send in support tickets to yoursupport@recordedbooks.com or call 877-772-8346, Monday-Friday, 7:30 am- 6:30 pm EST. They will need the email address associated with your account.