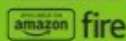
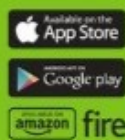


# Borrow Box 'How to' Guide

BORROW  
EBOOKS AND  
EAUDIOBOOKS  
NOW



## STEP ONE

### *Join the Newdegate Library*

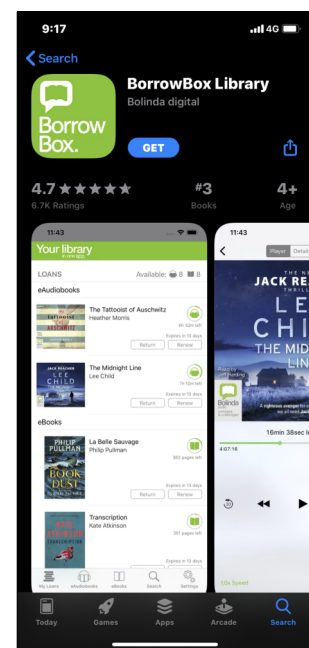
To join the Library come to the CRC and get a library card with its own unique barcode.



## STEP TWO

### *Download the Borrow Box app on your phone*

Using the app store on your phone download the Borrow Box App which is Free.



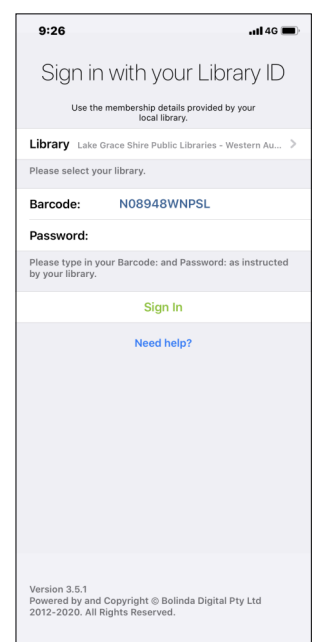
## STEP THREE

### *Enter your Library details*

Click on the Library box and search for 'Lake Grace Shire Public Library'

In the Barcode Box enter the code on the back of your library card, with no spaces.

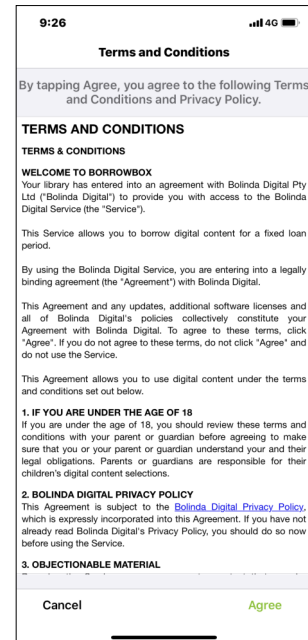
The password for all accounts is NPSL



## STEP FOUR

### *Agree to the Terms & Conditions*

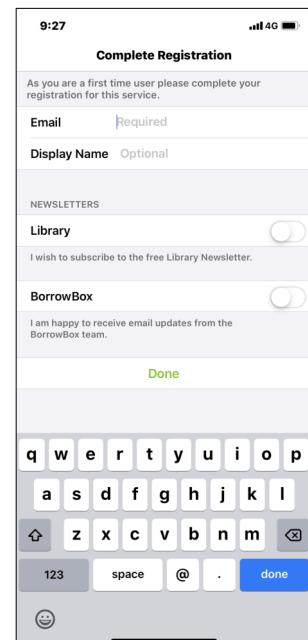
Read through the Borrow Box Terms & Conditions. If you are happy to continue click 'Agree' in the bottom right corner.



## STEP FIVE

### *Enter your personal details*

To complete the registration enter your email and choose a name to be displayed on your account such as a Nickname or just your first name. Leave the other options as they are and click 'Done'



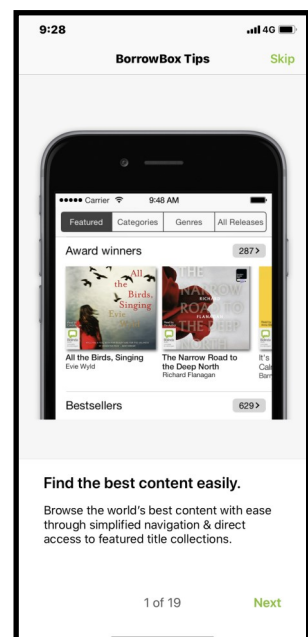
## STEP SIX

### *Enter your Library details*

Click on the Library box and search for 'Lake Grace Shire Public Library'

In the Barcode Box enter the code on the back of your library card, with no spaces.

The password for all accounts is NPSL

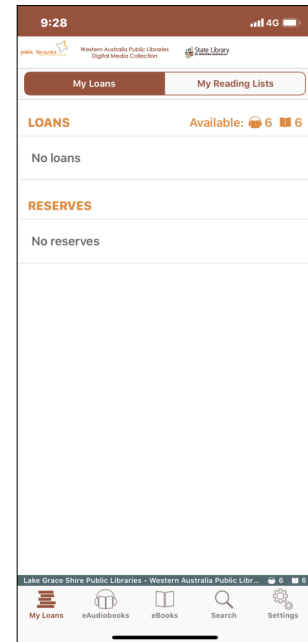


## STEP SEVEN

### *Find something to Loan*

This is your home screen.

Now you're all set up you can look for something to loan! This can be done using the options at the bottom. You can either search for something in particular or choose the ebook or eAudiobook buttons to see what's popular or search by categories. On this screen you can also see what you already have out on loan.

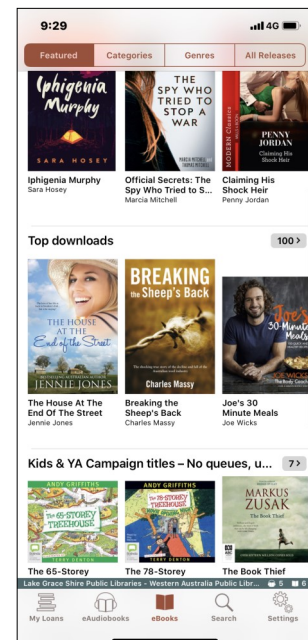


## STEP EIGHT

### *Select a book to loan*

Once you've found something you would like to loan simply click on it.

Note that by selecting the tabs at the top you can browse by Featured, Categories, Genres or All Releases.

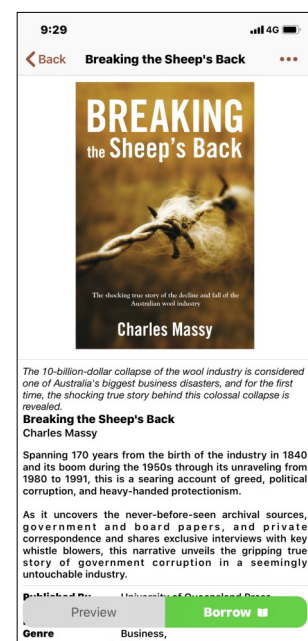


## STEP NINE

### *Borrow your book*

Here you can read some more information about your chosen book. If you're sure this is the only for you click the green 'Borrow' at the bottom

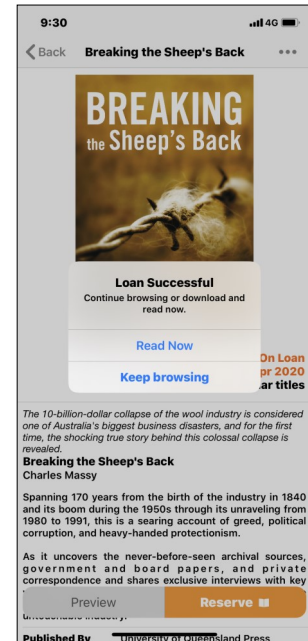
A pop up box will appear asking you to confirm the loan. Simply click 'Confirm Loan'



## STEP TEN

*Do you want to read it now?*

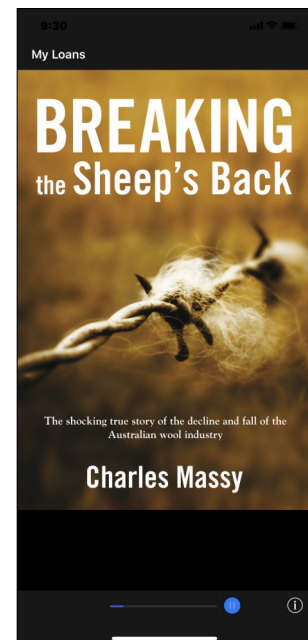
No you can either read the book straight away or keep browsing for other titles.



## STEP ELEVEN

*Sit back and relax*

The book now needs to download onto your device which is what's happening at the bottom of this screenshot. If it doesn't automatically download simply click the little download button that will be where the pause button is on this image. It won't take long to download so grab a cuppa while you wait then sit back and relax.



\*\* The same method applies to loaning eAudiobooks.

\*\* From the home-screen you can also return or renew your book.

\*\* Change notification settings using the 'Settings' button at the bottom of your home screen. Borrow Box can send you reminders when a book is due to be returned.