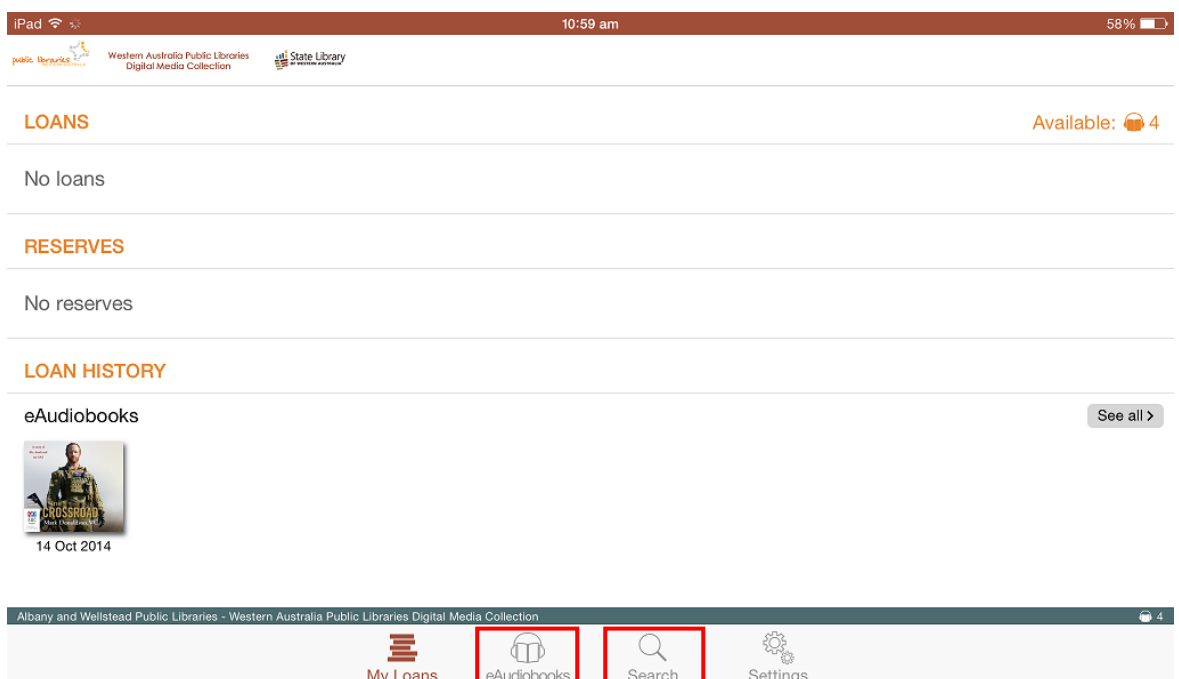


BorrowBox – App User Guide

1. Download the **BorrowBox** app from the App Store (Play Store for Android)



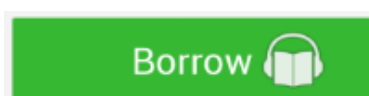
2. Open the BorrowBox app
3. Select your Library
4. Enter your library card barcode in uppercase into the ID/Barcode field
5. Enter the last 4 characters of your barcode in uppercase into the PIN/Password field (example: 123D)
6. Tap **'Sign In'**
7. Tap on the Magnify glass to search for a title, or tap on the headphone icon to browse the collection



8. Find a title you wish to borrow or reserve. You may have a combined maximum of 4 loans and reserves.
9. Tap on **'Reserve'** to reserve a title that is currently out on loan

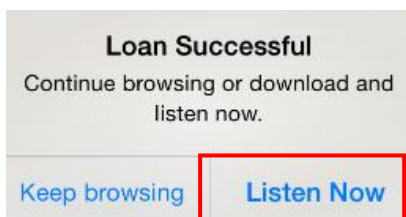


10. Tap on **'Borrow'** to loan a title

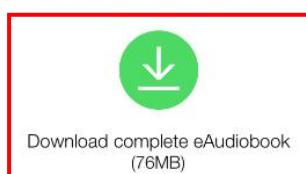
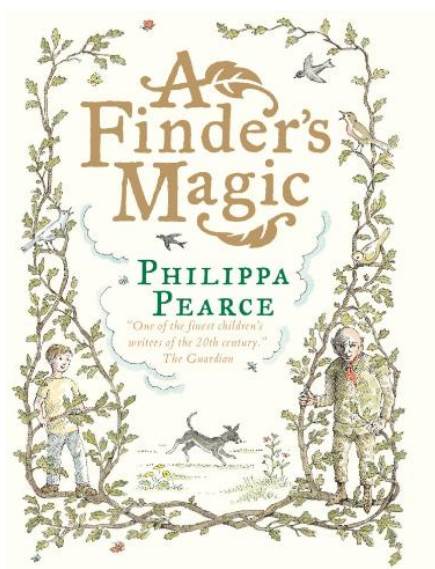


BorrowBox – App User Guide

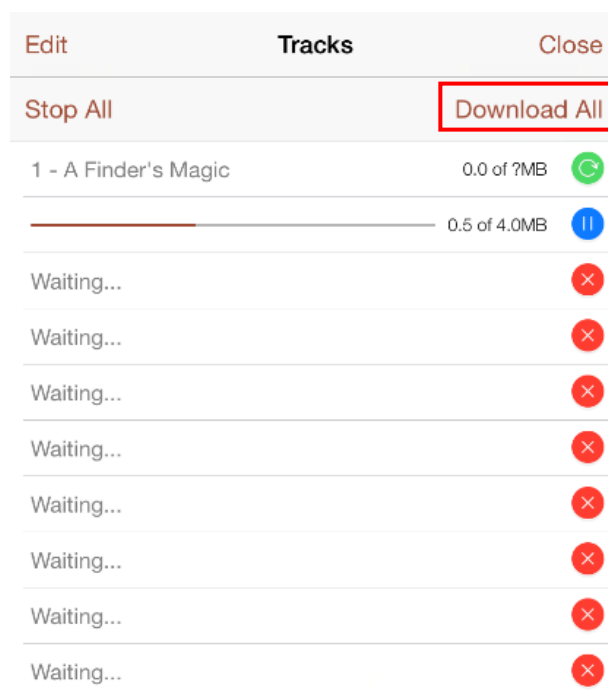
11. Keep browsing if you wish to look for more titles, or click '**Listen Now**'/'Download now'



12. Titles are downloaded chapter by chapter. Tap '**Download complete eAudiobook**'/'Download All' to download all chapters at once. Alternatively you can download individual chapters from the menu.



Press  to download single tracks



13. You are able to start playing an audiobook as soon as at least one chapter has been downloaded. Press the Play icon to begin.



14. Titles can be returned early, otherwise they will automatically be deleted at the end of their 14 day loan.