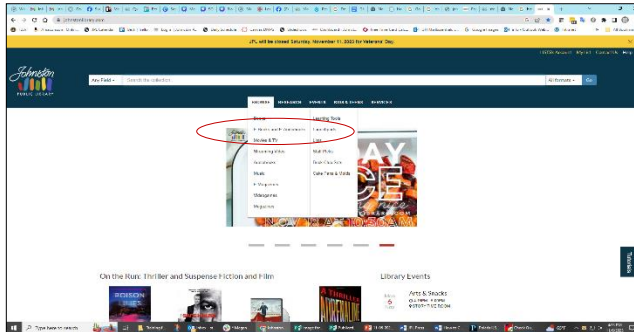


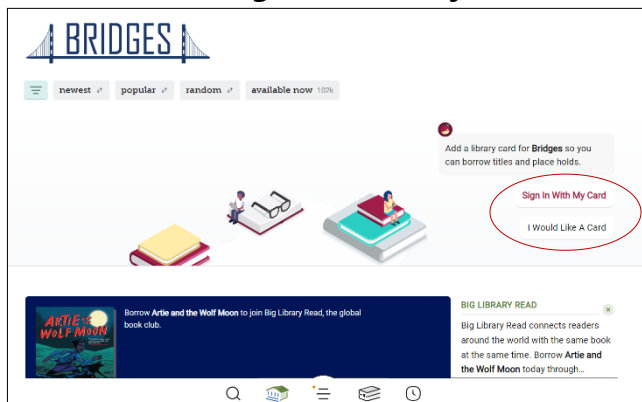
How to Sign in to Libby on a Computer

How to Sign-in to Libby on a computer (including a library staff computer)

1. At www.johnstonlibrary.com, go to the Browse menu and click on the E-Books and E-Audiobooks link.



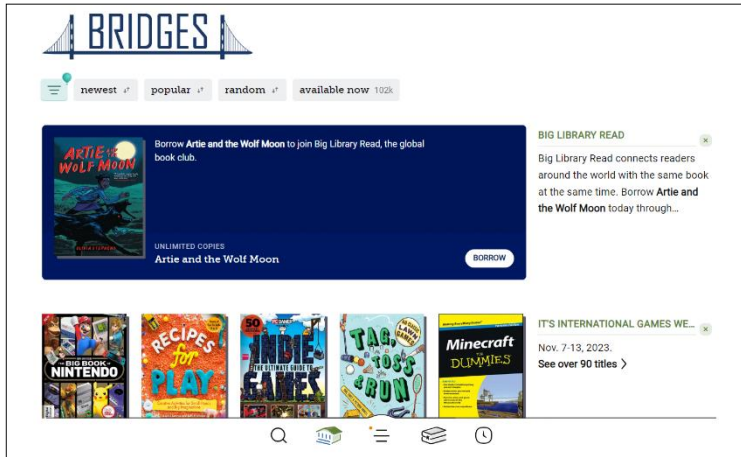
2. Click on the **Sign in With My Card** link.



3. Select **Johnston Public Library** from the list of libraries. Enter library card number and pin.

A screenshot of the Libby app sign-in screen. At the top, there is a 'Back' button and a circular library icon. Below this, a text box says 'Enter your library account details. (If you need help, [get in touch.](#))'. There are two input fields: the first contains the library card number '21704004885267' and the second contains a masked PIN '*****'. Below the PIN field, a link says 'Don't know your PIN? Ask your library.' At the bottom right, there is a 'Sign In' button.

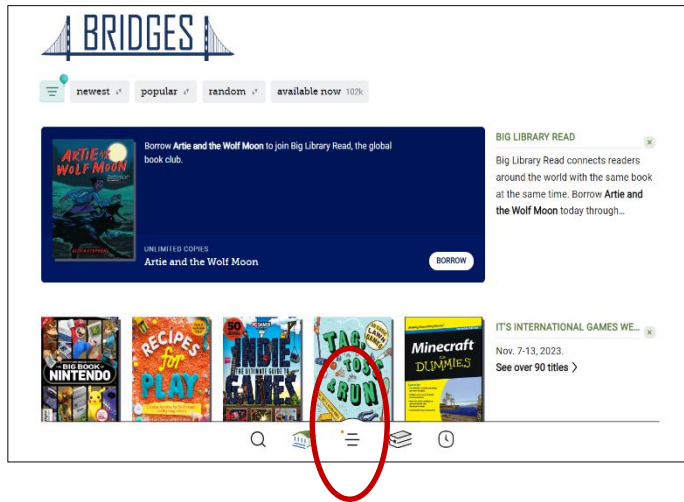
4. The magnifying glass icon is where users go to search for a specific title, author, keyword or genre.
5. The Library Building icon takes users to the home screen for searching.
6. The icon with 3 horizontal lines is where library card and help info is located.
7. The stack of 3 books icon is the user's Shelf. This is where checked out items, holds, and lists (called tags in Libby) are found.
8. The clock icon gives users a history of Libby items checked out to their account.



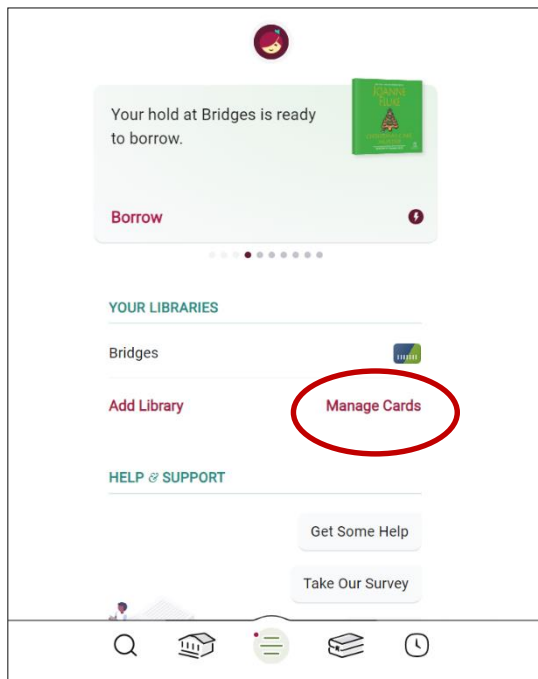
How to Sign Out of Libby on a Computer

How to Sign Out of Libby on a computer (including a library staff computer)

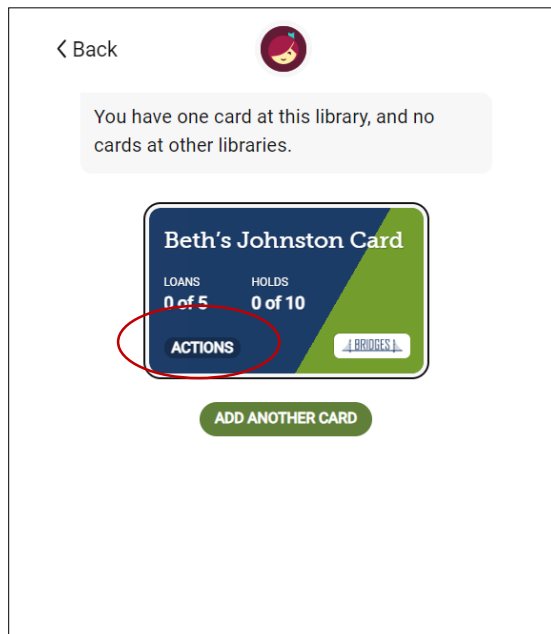
1. Click on the **icon with 3 horizontal lines** on the bottom of the screen.



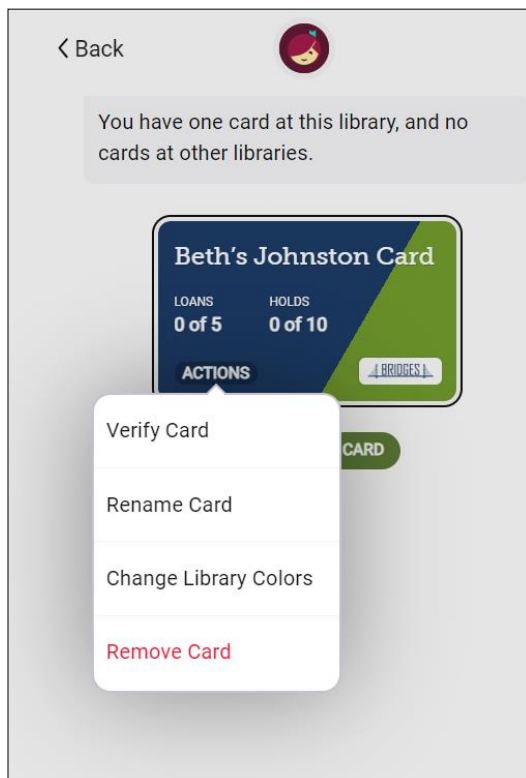
2. Click on the **Manage Cards** link.



3. Patron's library card will pop up. Click on the word **Actions**.



4. List of possible actions will pop up. **To sign out of user's library account on a particular computer, select Remove Card.** This **will not** delete the user's Libby account; it simply signs the user out of Libby on the computer where they were logged in.



5. Libby will bring up a dialogue box that is admittedly a little confusing and has scary sounding wording. A better way of stating their message is that once you sign out of the Libby account on a specific computer, the user's titles will not be available on that specific computer. If you want to access the users account on the same computer or a different computer again, you simply log in again.
- Removing Card** logs a patron out of a computer—that's all. It's just really extreme language.

