

# Randolph County Public Library

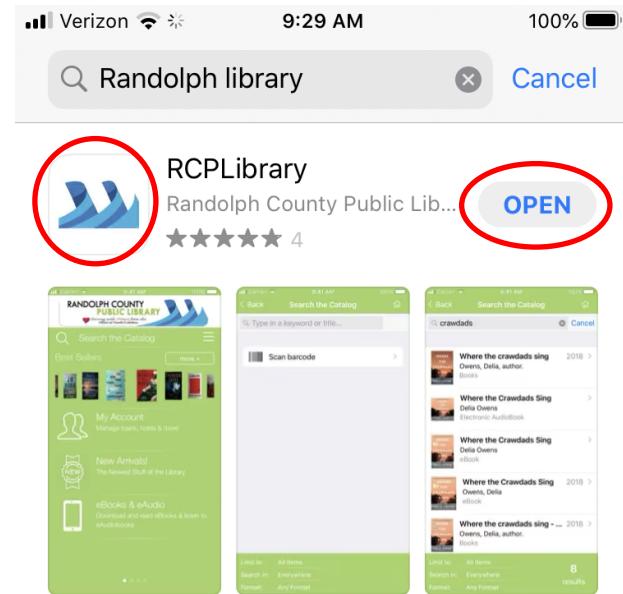
# MOBILE APP



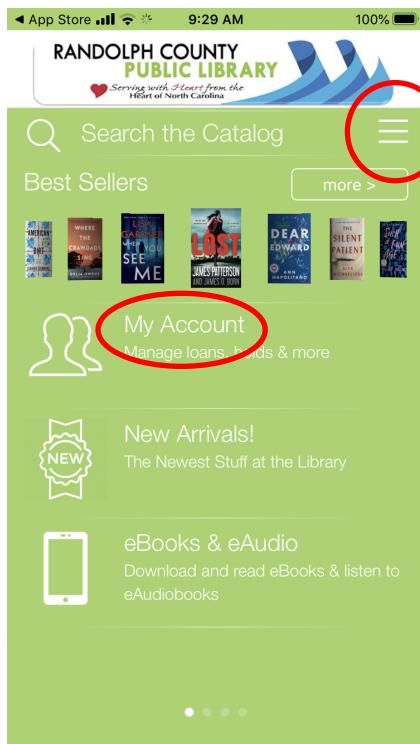
- Search the library catalog and place holds.
- Check your account and renew items.
- Download ebooks and e-audiobooks.
- Scan your library card, or key in your library card number/student ID, and use your phone to check out.
- Access new arrivals, online resources, and library hours/locations
- And MORE!

## Downloading the App

- Go to your device's app store
- Search "randolph library" and you will see library's icon.
- Click on this icon to download and select OPEN after the app is finished downloading.



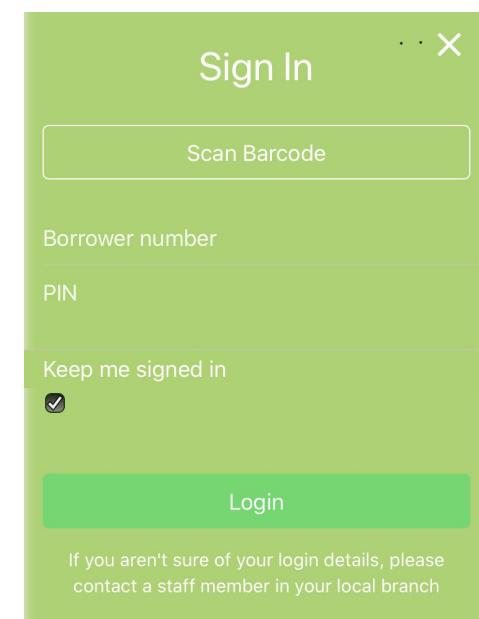
## Signing In



Opening the app will take you to the home screen showing everything the library offers.

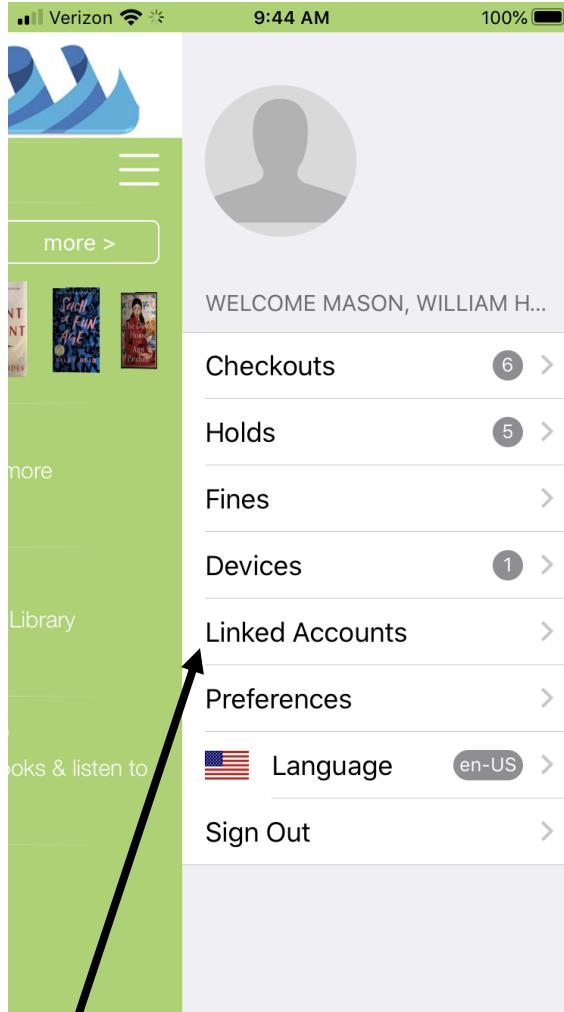
*\*You must have a library card with us if you want to download items or put holds on materials (it's free!).*

In order to continue you will need to sign into your account Select **My Account** or tap on the 3 horizontal lines in the right corner of the screen.



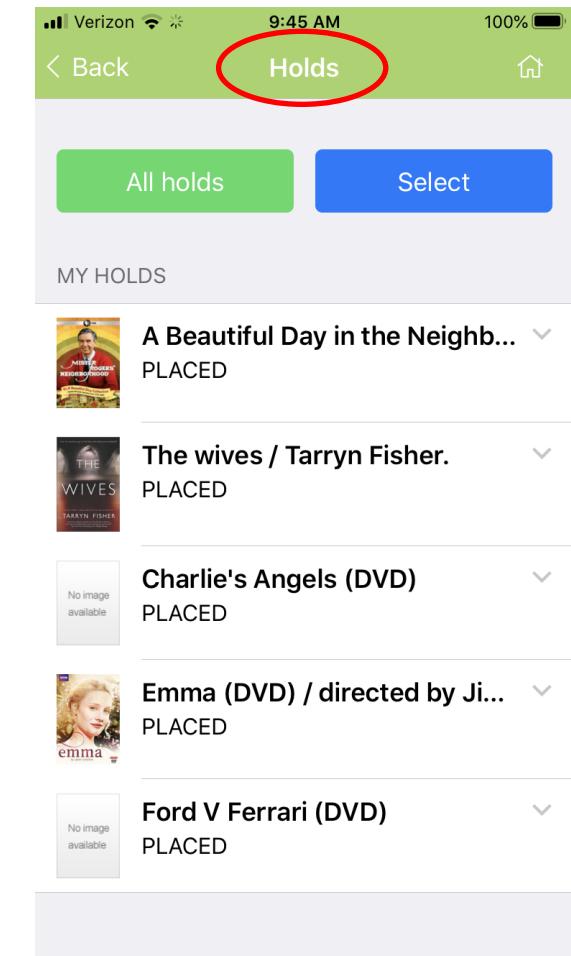
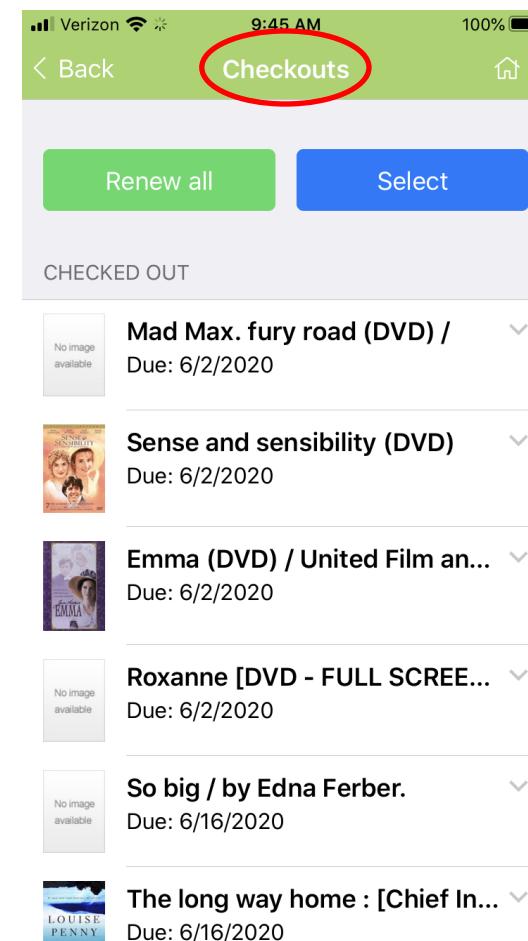
Tap **Scan Barcode** to capture your library card information, or type in your library card, and PIN (last 4 numbers of your phone card) to login.

## Signing In (cont.)



\*Linked Accounts allows you to put in other family members library accounts. This makes it easier to see what everyone has checked out as well as items on hold.

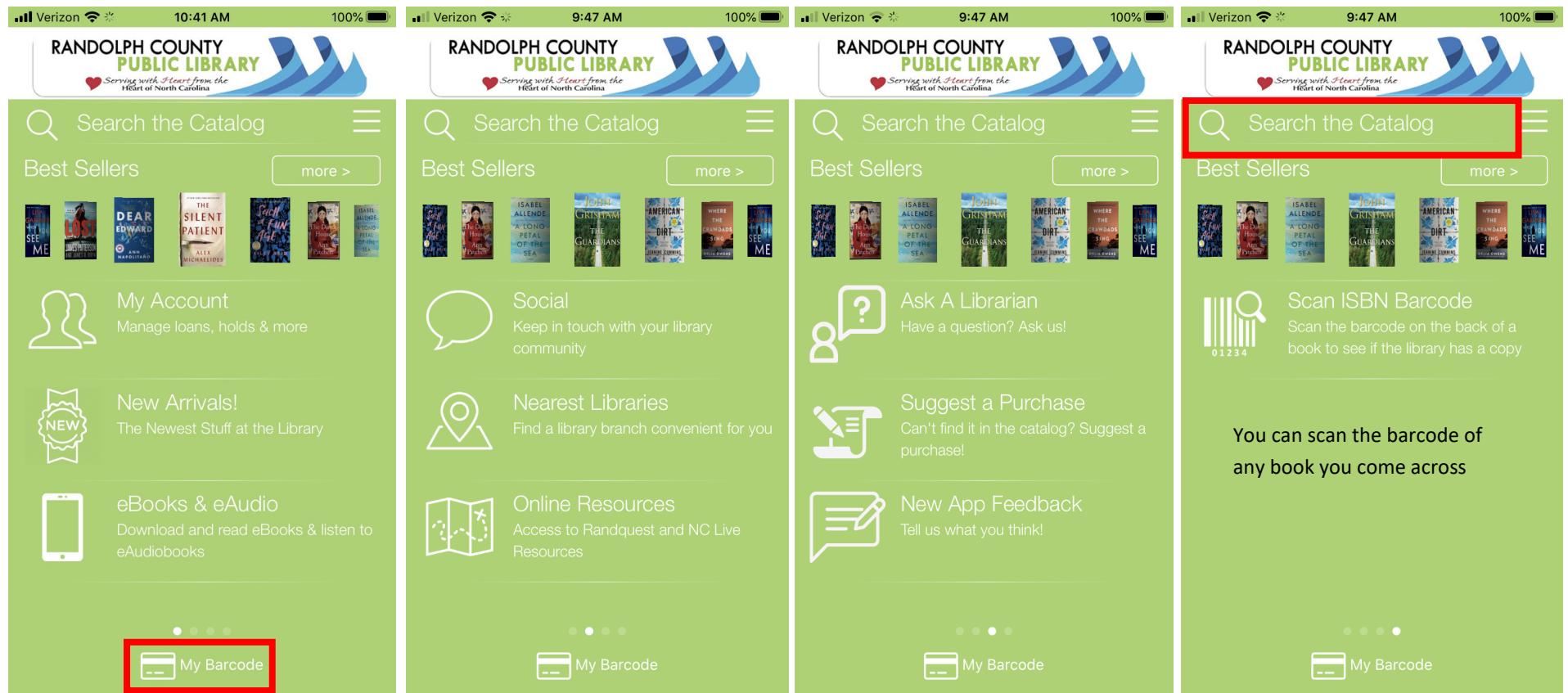
Once you sign in to your account, you can select either **My Account** on or tap on the 3 horizontal lines in the right corner of the screen to show information specific to your library account.



For example, you can see what items you currently have checked out as well as any holds you have for materials currently unavailable.

## What We Offer (searching/exploring the app — Exploring (swipe right))

This app offers several options to explore the library. From the home screen you can see an explanation of each item that you can tap on. Swipe right to see even more.

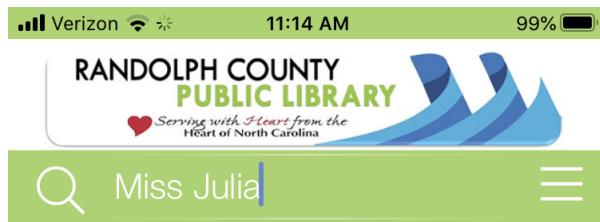


*Tip:* Don't have your library card with you?

Select **My Barcode** (available on any page) to pull up your barcode, library number and name on your account. This can be used at the library to scan your barcode and check out materials

*Note:* At anytime during using the app you can use the top box to search the entire catalog at Randolph library system in all categories (digital and physical materials).

## Searching the Catalog



At the top of your screen tap on **Search the Catalog** to search by title or author. In this example we are going to search by title.

Here you can see all the items related to our search. At the bottom-right of the screen you can see the total results of our search. Here you can see we received 113 results.

## Filtering your results

You may find that you are given too much information and you want to narrow your search.

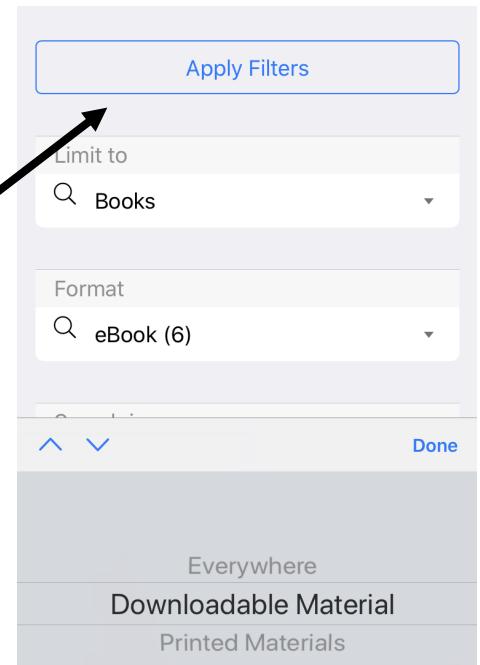
Tap anywhere in the bottom green section so that we can apply filters that will help you better find the items your are looking for.

A screenshot of the search results page. The top navigation bar shows "Search the Catalog" and the search term "Miss julia". The results list shows five entries, each with a small thumbnail image, the title, the author "Ross, Ann B.", and the format "eBook". The titles are "Miss Julia Takes Over", "Miss Julia Strikes Back", "Miss Julia Strikes Back" (repeated), "Miss Julia Stirs Up Tro...", and "Miss Julia Delivers th...". At the bottom of the screen, there is a green footer bar with the text "Limit to: All Items", "Search in: Everywhere", and "Format: Any Format". To the right of this bar, the number "113" is displayed above the word "results", which is enclosed in a large black oval.

## Filtering your results (cont.)

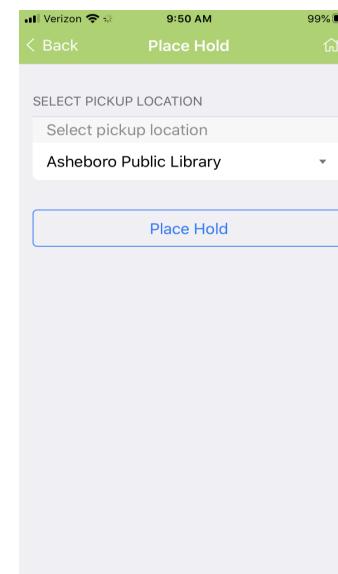
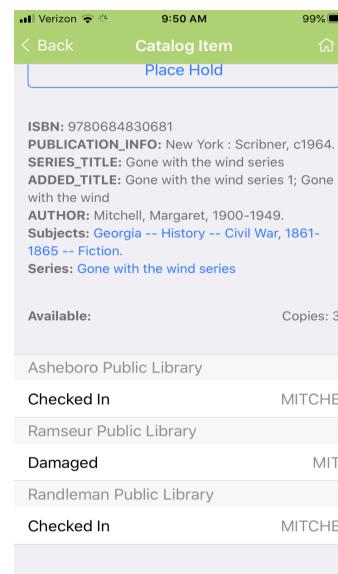
A new screen will appear allowing you to limit your search in several ways such as on item type (e.g. books), format (e.g. physical or downloadable materials), by author or title and if you want downloadable or print materials.

Select **Apply Filters** to narrow your search.



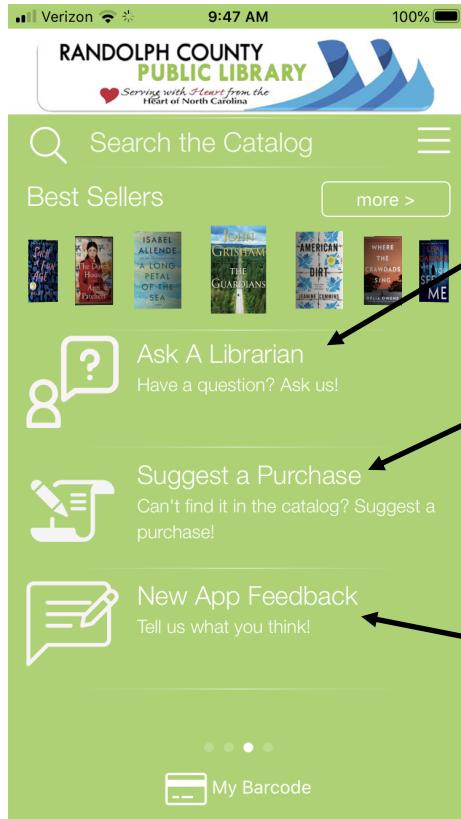
## Putting Items on Hold (request)

As you search the catalog and find an item you want, tap on the cover to open up the item and place a hold and select which branch to pick up your item(s).



You can scroll down the page to see how many copies are available and what branch they are in.

## Useful Tools

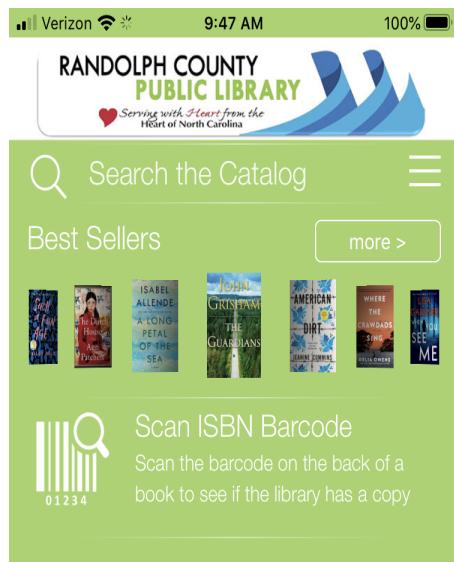


Use **Ask A Librarian** for any question you may have (e.g. your account, catalog, general information).

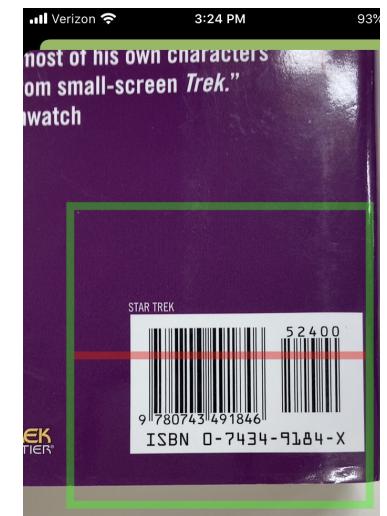
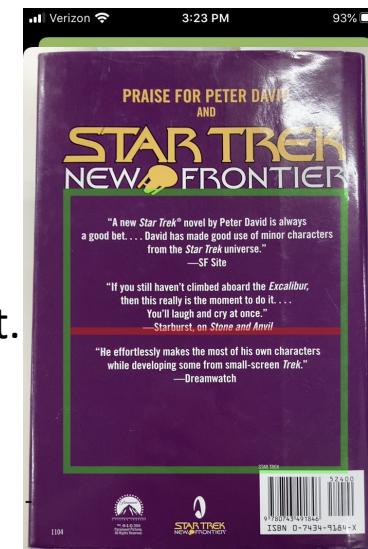
Sometimes we don't have exactly what you're looking for. **Suggest a Purchase** lets us know what you want to read and that this is something we should add to our collection.

Give us what your **feedback**. We want to know what you think about our new app and ways we can make it better experience for you.

The last page allows you to scan the ISBN barcode on the back of a book wherever you may be and see if it is available at our library to read!



Once you find the barcode on the back of the book, position your camera onto the barcode to have it process your request.



## Need Assistance?

### We're Here to Help

If you have any questions or would like some assistance, call the Library reference desk at **336-318-6803** or visit us anytime at 201 Worth Street in Asheboro, NC. We also offer free one-on-one appointments that you can set up at a time that's convenient for you.

### Hours of Operation

Monday-Thursday (9am - 9pm)

Friday (9am - 6pm)

Saturday (9am - 5pm)

