

Libby by Overdrive

Step-by Step Tech Help

How to Use the Libby App

1. Open your **app store**.
2. Search for **Libby**.
3. **Install** Libby.
4. Open Libby.
5. Select **Find My Library**.
6. Search by zip code **72712**.
7. Select **ArkansasLibrary2Go**.
8. Select **Add Your Card**.
9. Select **Bentonville Public Library** from the drop down menu.
10. Enter your **Library Card Number** (no spaces) and **PIN** (last 4 digits of your primary telephone number).
11. Select **Sign In**.



Libby.

To Check Out an Item

1. Search the collection for a title or author by using the **Search** function at the top left. To browse by subject or collection, scroll down.
2. Tap on the cover of the item you wish to check out.
3. Tap **Borrow** and tap **Borrow** again.
4. To continue browsing, tap **Keep Browsing**.
5. To start reading, tap **Go to Shelf** and then tap **Open Book**.
6. Happy reading!

How to Return an Item Early

1. Open **Libby**.
2. Go to your **Shelf**.
3. Click on **Loans**.
4. Find the book you would like to return. Click on **Manage Loan**.
5. Tap **Return Early**.

Flipster

Step-by-Step Tech Help

How to Read Magazines Using Flipster

From your computer:

1. Go to **bentonvillelibrary.org** and click on **Downloadables**.
2. Scroll and click on **Flipster**.
3. Sign in using your **library card number**.
4. Choose the magazine you want to read and click on the cover.

From the Flipster App:

1. Open your app store, search for, and download **Flipster**.
2. Open app. **Sign in** using your **library card number**.
3. Choose the magazine you want to read and click on the cover.
4. Click **Download** button.
5. To read magazine, click on **My Shelf** located at bottom of screen.
6. Once magazine is fully downloaded, click on picture of magazine to begin reading. Swipe to turn pages.
7. To delete a magazine from your shelf, click on the trashcan icon below the magazine picture.



Freegal

Step-by-Step Tech Help

How to Download Music from Freegal Music (Online)

1. Go to www.bentonvillelibrary.org and click on **Downloadables**, then click on **Freegal**.
2. **Log in** with your library card number and PIN.
3. Browse the music selection. Once you have found the title you wish to download click on the **Download icon** (down arrow) next to the thumbnail picture.
4. **Open** the file when finished downloading. The title should start playing in your default music player. If you use iTunes or Windows Media Player, the title should be added to your music library automatically.
5. To **save** your music to a specific folder go to **Downloads** on your computer. Cut and paste the music file into the folder you wish your music to be stored.
6. To **transfer** the music to a device after downloading the music, sync your device to your computer/music player and your music should load onto your device.

How to Download Music from the Freegal App

1. Go to your app store and search for **Freegal Music**.
2. **Download, install, and open** the app.
3. Enter your **Zip code**, click **Go**, and **Choose Your Library**.
4. **Log in** with your library card number and PIN.
5. Browse for a music title you wish to download. Click the **Download arrow** on the right of the title.
6. To listen to the music go to **My Music** and click the **Play** button.

How to Stream Music from Freegal (Online)

1. Go to www.bentonvillelibrary.org and click on **Downloadables**, then click on **Freegal**.
2. **Log in** with your library card number and PIN.
3. Browse the music selection. Once you have found the title or album you wish to stream click the **Play Button** on the left of the track or hover over the album cover and click **Stream Now**.
4. The title/album should start playing in the online Freegal Music Player.
5. To **save** a track to a playlist, click on the plus sign (+) next to the track name, select **Add to Playlist**, and then select the list name.

How to Stream Music from the Freegal App

1. Go to your app store and search for **Freegal Music**.
2. **Download, install, and open** the app.
3. Enter your **Zip code**, click **Go**, and **Choose Your Library**.
4. **Log in** with your library card number and PIN.
5. Browse for a music title you wish to download. Click the **Play Button** on the left of the title to stream the song. In album view, click the **Stream Now** button to stream the whole album.

How to Create a New Streaming Playlist in the Freegal App

1. Open the Freegal Music app.
2. Click on **Playlist** and then select **Create New Playlist**.
3. Click on **My Streaming Playlists**, name your list, and click **Done**.
4. Search for the title that you want to add to your new list.
5. Click on the **Check Mark** on the left and then click **Done**.

How to Add Music to an Existing Streaming Playlist

1. Open the Freegal Music app.
2. Go to **Playlists**, select **My Streaming Playlists**, and then select the playlist you want to add to.
3. In the top left, select **Edit**, then select **Add**.
4. Add the titles you want to your playlist.

Rosetta Stone

Step-by-Step Tech Help

How to Use the Rosetta Stone App

1. Open your **app store**.
2. Search for **Rosetta Stone**.
3. **Install** Rosetta Stone.
4. Visit www.bentonvillelibrary.org in a web browser. Click on **Full Site** near bottom of page.
5. Go to **eLearning**.
6. Click on **Rosetta Stone** in alphabetical listing
7. You will be prompted to enter your **Bentonville Library Card number**.
8. Create a **username and password** to create your account.
9. After you login, click the link to “**Launch Rosetta Stone Language Lessons**”.
10. A pop up will prompt you to open the page in “Rosetta Stone”. Click Open. You are now in the app!

*To switch languages, you must return to the login page. You cannot switch languages in the app.



Lynda.com App

Step-by-Step Tech Help

1. Open your **app store**.
2. Search for **Lynda.com**
3. **Install** Lynda.com.
4. Open the app.
5. Select **Already a Member?** button.
6. From top of the screen, select **Organization**.
7. Under **Web Portal** type **www.bentonvillelibrary.org** and click on **Log in**.
8. Use your **Library card number** and **PIN** to login.
9. You are now in the app. Happy learning!



lynda.com

Mango Languages App

Step-by-Step Tech Help

1. Open your **app store**.
2. Search for **Mango Languages**.
3. **Install** Mango Languages.
4. Visit www.bentonvillelibrary.org in a web browser. Click on **Full Site** near bottom of page.
5. Go to **eLearning**.
6. Click on **Mango Languages** in alphabetical listing
7. You will be prompted to create a login.
8. Enter an **email and password** to create your account.
9. Once you have created your account online, you can login on the app using the same information.



MANGO