

### Place a hold

- When you see the item you want tap on the title and tap on **place hold**. You will receive a Success message that will appear. 5 items are allowed on hold at one time.

### Checking out a hold

- You will receive an email notice when your hold is ready to check out if you selected this in your preferences. Open the Boundless app and tap on the three lines in the left hand corner. Tap on Holds.
- Tap on hold and tap checkout and tap checkout again. You will have 3 days to checkout a hold once it becomes available.

### Returns:

Items are automatically returned on their due date and there are no late fees. Go to checkouts and tap on more options. Tap return and item will be returned.

### Early returns:

To return a title early, tap on three lines in the left hand corner, go to checkouts and tap on the three dots underneath the title, tap on Return. You will receive a “are you sure you want to return” message, press Ok. You will get a success message after it has been returned.

### Renewing:

If a title does not have holds, you can renew as many times as you’d like. You will have the option to renew within three days of its due date. You have a 14 day renewal period once you renew.

### Checkouts:

- 5 items are allowed to checkout at a time and for 14 days.

## Q/A

### **What is Boundless?**

Boundless was Axis 360. It gives library users the ability to search, browse and discover eBooks, eAudiobooks, Newspapers & Magazines for lending through the library. If you want to read offline you must download the app.

### **What devices can I use?**

All iOS devices running iOS 13 or later.

Android devices running Android 5 or later

Kindle Fire devices

For Windows PCs and Macs you can use the Read Now/Listen now browser-based reader.

### **What if I can’t remember my pin?**

It’s the last 4 digits of your phone number that the library has on your registration card. If it’s not correct, the library will need to update your pin.

### **When I try to sign in, it says Login Failed. Renewal privileges denied. What does that mean?**

That means it is time to renew your library card.

The Library requires you renew once a year. Please come in with your library card and ID or Drivers License.

### **What is Press Reader Newspapers & Magazines?**



Get unlimited access to more than 7,000 of the top newspapers and magazines as soon as they’re available. No limits on how many downloads per person.



# Welcome



## *Jordan Valley District Library*



### **Boundless Instructions through Library App**

One Library Lane  
P.O. Box 877

East Jordan MI 49727  
(231) 536 -7131 phone

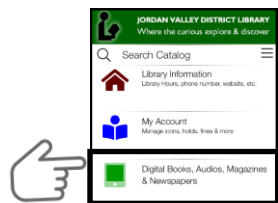
Mon.-Fri. 9 a.m. to 5 p.m.

<http://jvdl.info>

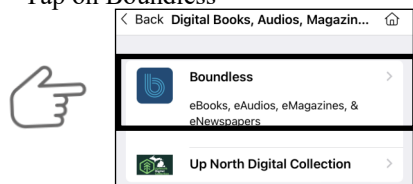
## Getting started with



- In the Jordan Valley District Library App Under Digital Books, Audios, Magazines & Newspapers



- Tap on Boundless



- Once it opens, you will want to stay in the browser and close any pop ups.
- In the right hand corner where it says Sign in tap on it.
- A pop up window will appear that says “Log Into Your Library”. Enter your Library barcode on back of card. PIN is the **last four digits** of your **phone number**. If you want to stay logged in, tap on the box underneath the login button that says “**remember me**” and tap on the blue login box.
- Your account should now be connected and Profiles will appear. Tap on manage profiles at the bottom of the profiles. A pencil will appear on a profile. Tap on the profile. You can edit your profile, fill out your security question and preferences for holds, interests, email, etc. and then click save. Scroll back to the top and next to the display picture tap on the back button. Now you can tap on the profile you want and start reading.

## Ways to browse and search :

- Search for the item you want in the search content bar and then tap on the magnifying glass.
- You can apply filters to limit the search or browse results by tapping on advance search underneath the magnifying glass in the search content bar.
- Search Results will appear with the results of your search and the collections eBooks, eAudios and Articles.
- If you don't have a specific title you can swipe through Fiction, Non-fiction, Teens categories to find a book. For multiple results you will want to swipe to the next one until you find the title you want. You can also tap on the book to read more about it. If it's not what you want, tap the bottom arrow button to go back and keep searching. Once you found the item you want, tap on it and tap on checkout to checkout the item. You will receive a success pop up. Under “Read” it will tell you more about the item and show the due date. You will click read to start reading the e Book, For eAudio books you will tap Listen and then click on the play button. Tap the bottom back button to get out of the book or audiobook.

## Reading or Listening to a book:

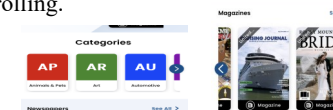
- In the Home Page go to the three lines on top and tap on “**Checkouts**” for newly downloaded titles, or for titles you've begun reading. For eBooks click on **Read**. For Audiobooks click on **Listen**. Swipe **Next** to Read or **press the play button** to listen.
- For menu options such as table of contents and adjusting font size and type, tap on the center of the books and a menu option will appear at the top of the screen. Font options, bookmarks, and more will appear at the top right. The table of contents can be reached at the top left in the menu.
- To close the book, tap on the screen and then the back arrow at the bottom. Your place is automatically bookmarked.

## Reading Newspapers & Magazine

- In the Library Home section it will say Popular Publications. Tap See All next to it.



- You can either find a magazine by tapping on categories or by scrolling.



- To search for magazines that Boundless has to offer, in the search bar, type the title of the newspaper/magazine or look through our categories, and it will show under Publications.
- When you see the Newspaper or Magazine you want tap on it. Underneath tap on Read. A window will appear that says Press Reader. Tap on the **X on the upper left hand corner**. This will take you to the magazine/newspaper you want to read. (**Do not tap on “open in app”**). You want to “continue on web” to read. No need to have to check them out. Click on the back arrow at the bottom to go back to Boundless and choose another magazine.



- To Filter Magazines and Newspapers tap on the category and tap see all. Tap on the three vertical lines in the right corner. A pop up window will appear that says sort by and Refine. Tap on Languages or Country's for Newspapers/Magazines for a specific item and tap search.



- Once you tap on the title, publications will appear. Tap on the desired issue by tapping on select issue. A Calendar will appear and you can tap on the date you want.