Tips when using the Libraries Victoria app

Available for Apple & Android. Search 'Libraries Victoria' in

Available on the App Store

GET IT ON Google Play

Logging in to the app

Select **My Account** and Sign In with your library card number and PIN number, to remain signed in to your own library tick the **Keep me signed in** check box.
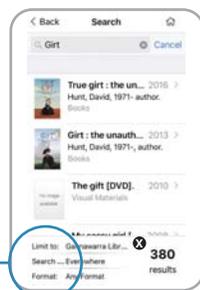
Searching

After logging in to the app, use the **Search** box to search for items.

Advanced search options
When searching, you can further filter the results by selecting the bottom panel. This includes: **Limit to** (by particular library), **Format** (book, eBook, DVD etc.), **Search on** (title, author, subject etc.)

Note: By default, the **Limit to** search results are limited to your library service. To expand the search results to all library services across Victoria, tap the 'X' symbol.

Placing a hold & choosing your pick up location

When you see an item you'd like to borrow, select **Place Hold** to start the process.

You can select the pick up location for the item –just tap on the default library name that appears under **Pick up location** to bring up the list of all locations.

Select **Place Hold** again to confirm you wish to place a hold on the item.

Use your phone as a library card

Rather not have to carry your library card with you wherever you go? Once you are logged in to your account, your device can display your library barcode, card number and name if you select **My Barcode**.
This option appears at the bottom of the screen when logged in.

Managing your holds

To **Suspend** or **Cancel** a hold or **Renew** an item (extend its due date), visit the **My Account** area.

Linking library accounts

By connecting the library accounts of other family members on the app, you can manage their accounts on their behalf. This includes being able to manage their holds and renew items for them. Note: you'll be prompted to enter the library card numbers and PINs of the accounts you'd like to link.

To access this feature, visit the **My Account** area, select **Linked Accounts** and then tap

'**+ Add**'.

Scan the barcode of a book to see if it's available at the library

Select the **Scan ISBN Barcode** option from the main menu then Scan barcode to activate your device's camera. Position your camera so the barcode is shown on screen (with a book, use its 'ISBN' barcode usually on the back).

Ensure the **red line** that appears on the screen extends across the barcode. When the barcode is recognised, it will instantly be searched for on the catalogue.

Libraries Victoria