



# eBooks Mobile App Guide

## CDD Information Network Library



### 1. Download the Free App

To read eBooks on your tablet phone or other mobile device, you need to download a free mobile app. Search your device's App Store for 3M Cloud Library then follow the installation instructions.

### 2. Log in

- x When opening the app the first time select your country and state. For Library, select UNM CDD Information Network Library
- x Your CDD Library 4-digit library patron number is the Library Card ID and PIN/Password is the same number for both unless you change the password. The app will remember these unless you log out of your account.
- x If you do not remember your 4-digit number, call the CDD Library at 505-2-0281 and we will look it up for you. If you are not a library patron, contact the library or register through the CDD Library Catalog.
- x Accept the license agreement in the top right corner. You may now access CDD Library 3M eBooks!
- x To logout click on the Settings tab, then click Logout

### 3. Search, Check Out, Place Holds, & Return Items

- x To bring up the menu, click on the triple line menu icon on the top left.
- x Search: After opening the 3M app search for an eBook by
  - 9 Looking through the eBooks located in the Featured tab, or
  - 9 Using the magnifying glass icon in the top right corner, or
  - 9 Browsing the collection by clicking the Browse tab.
  - 9 Click on an eBook cover to read its detailed summary.
- x Check Out: Click on the eBook cover. Then click Borrow. The eBook will download into your My Books tab. Once it is downloaded, it will automatically open and you can begin reading!
  - 9 Checkout up to 3 eBooks for 3 weeks each.
- x Place Hold: If an eBook does not have a Borrow button, it is currently being used or on hold by another user(s)
  - 9 To put an eBook on hold click the Hold button. It will list the number of days until the eBook is due back from the other user(s).
- x Return: To return an eBook, go to your My Books tab. Click on Return Books in the top right corner. Find the eBook you wish to return, click the return button. To return the eBook, click Yes

### 4. Helpful Tips when Reading 3M eBooks

- x The **i** icon opens the book summary page.
- x The **Aa** icon allows you to change the font size, adjust the screen brightness, adjust the margins, lock the screen orientation, and change the background color.
- x The **Q** icon will open a search window to find a certain word or phrase.
- x The **☰** icon opens a page with the table of contents. Go to a specific page by double clicking it. Click Bookmarks & Notes to view your saved bookmarks. Click Edit the selected bookmark to add a note.
- x Click **🔖** to bookmark a page.

