

## HOLDS

The 3M Cloud Library will NOT email you when your Hold is ready for check out. Please open your 3M Cloud Library app regularly if you are waiting for a book. The title will be reserved for **five days**.

## SHARING A COMPUTER

The 3M app is user specific. In order for someone else to use the app, you will need to log out so they can register with their library card.

1. Go to the **My Books** tab.
2. Click on "Account Profile".
3. Select "modify library information".
4. This will log you out and close the app. When the app is reopened it will ask for a log in.

Questions?  
Comments?

Contact us at (630) 279-8696 or  
[reference@elmhurst.org](mailto:reference@elmhurst.org).



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# 3M Cloud Library

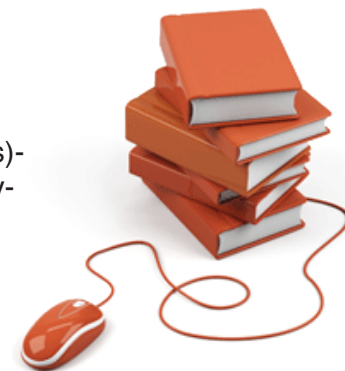
## GETTING STARTED

1. **Computers & eReaders**  
Download the 3M PC app to your home computer  
<http://bit.ly/3Mapp> **OR** **Smartphones & Tablets**  
Download the 3M Cloud Library app to a mobile device through the App Store/Android Market.
2. Open the software and go through the initial set up.

- a. Select State - IL
- b. Select Library -Elmhurst Public Library
- c. Library-ID - 21135...
- d. Password - SWAN PIN <http://bit.ly/EPLpin>

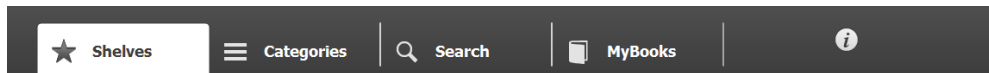
## LOAN RULES

- 14 day check out-
- 5 item checkout limit-
- No renewals-
- Early returns possible (on mobile devices)-
- Elmhurst Public Library cardholders only-

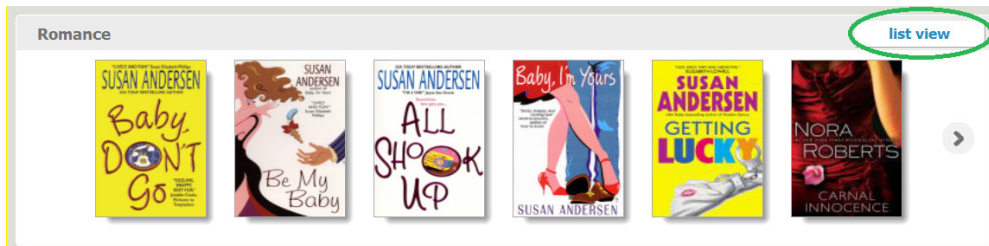


# OVERVIEW OF APP FEATURES

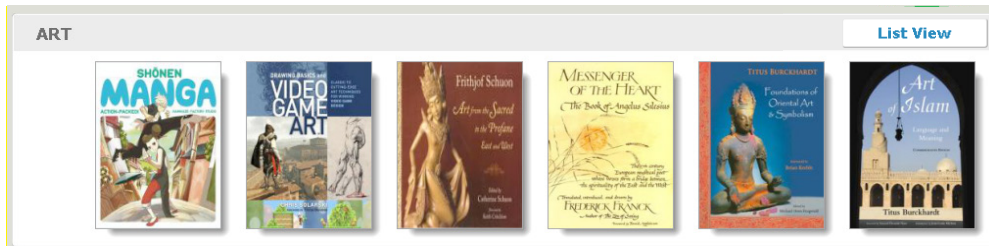
The 3M Cloud Library app has four main tabs.



**Shelves** are the display cases of the library. To browse all of the books on a Shelf, click “List View”.

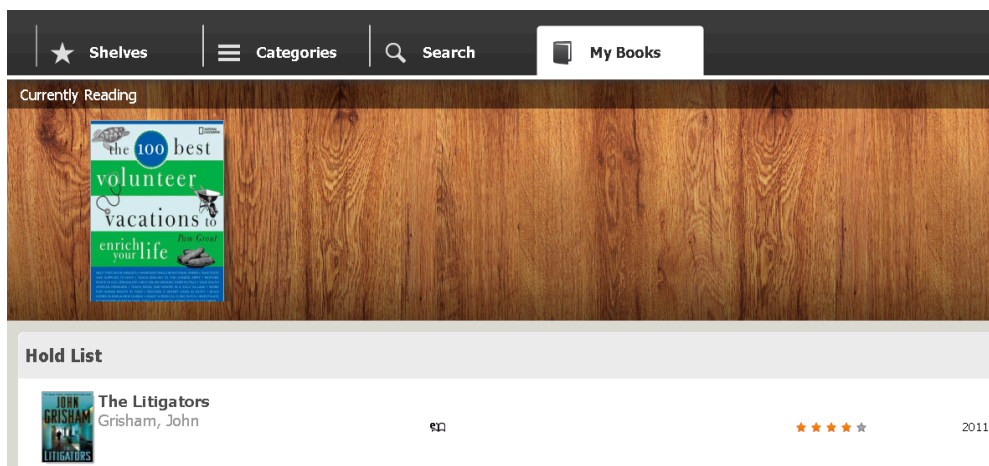


**Categories** are the subject browsing section of the app. This is also where you can recommend books for purchase by clicking on “Add to Wish List”.



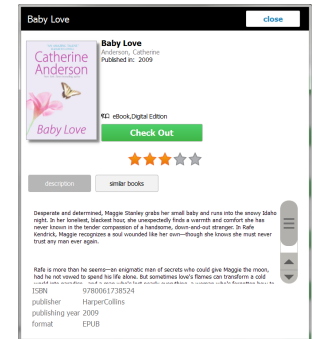
**Search** works well with titles, authors, and keywords.

**My Books** is your account screen. It shows what books you are reading, the books that you have on Hold, and books on your Wish List.



# CHECK OUT A BOOK!

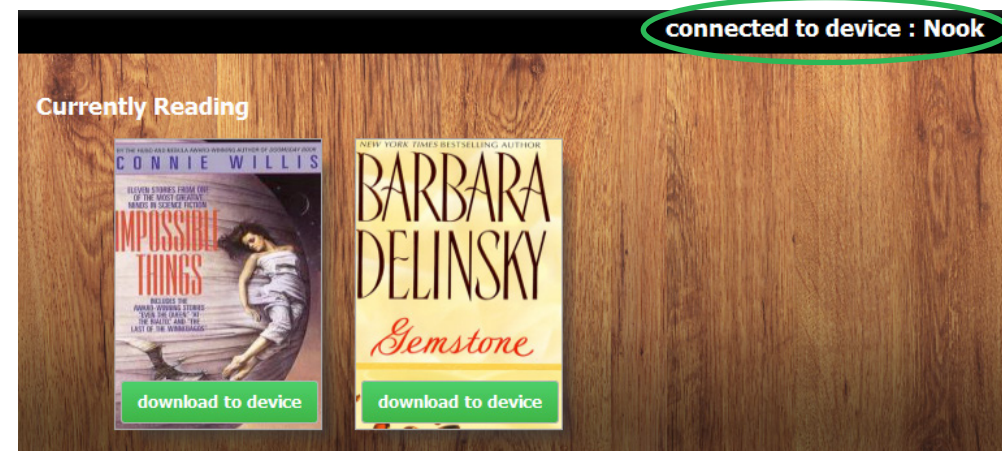
When you have found a book of interest, click on it's cover. This will pull up the Book Detail page. Click the green "Check Out" button to check out this book. The **My Books** tab will come up.



# TRANSFER TO eREADER

*Only for Nook, Kobo and 3M eReaders*

1. Connect your device to your computer. Your device should be turned on before you plug it into the computer in order for it to be recognized.
2. In the **My Books** tab of the 3M Cloud Library, the software will recognize your device. There will be a green "download to device" button for each book.



3. Click the green "download to device" button for the book you wish to transfer.

