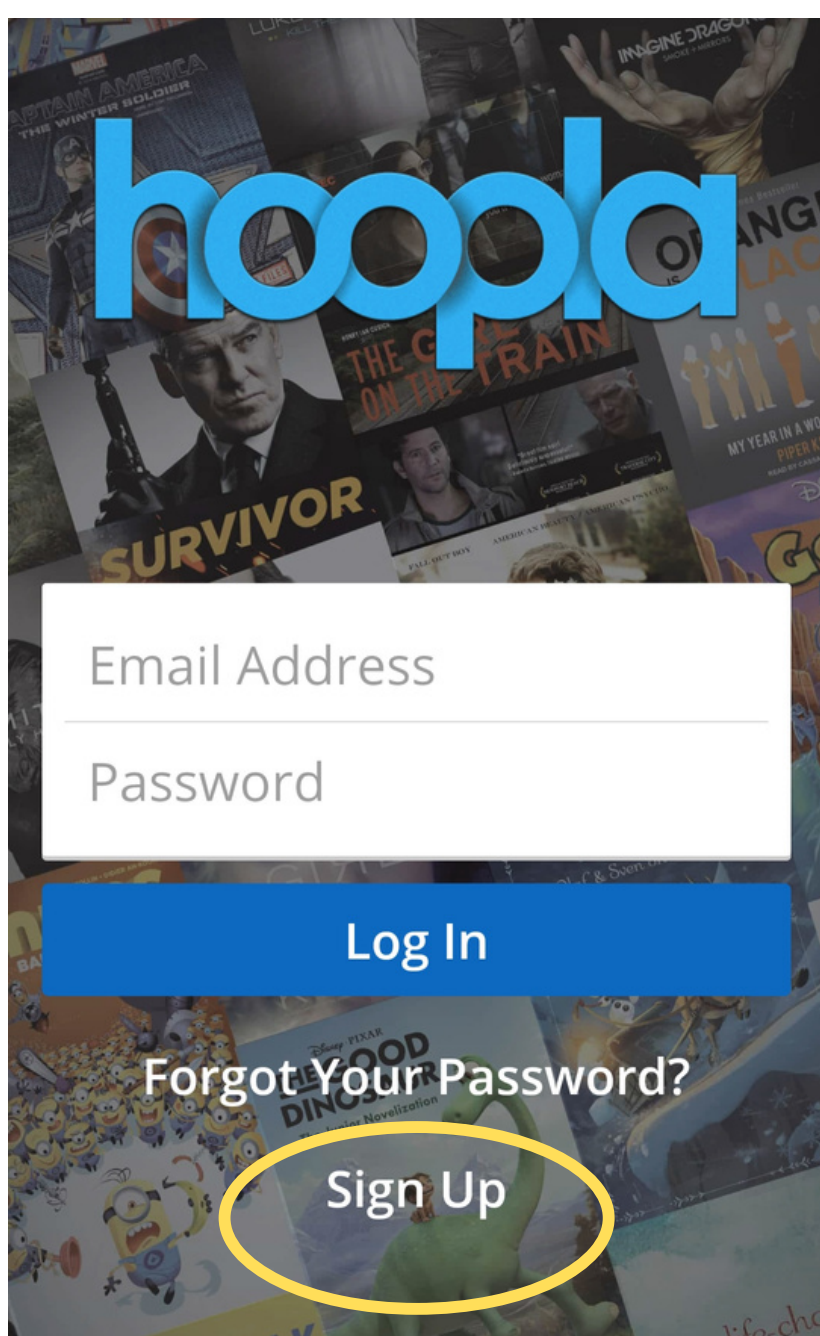


# hoopla® User Guide



## How do I borrow with hoopla?

On your device download hoopla from the Google Play or App Store.

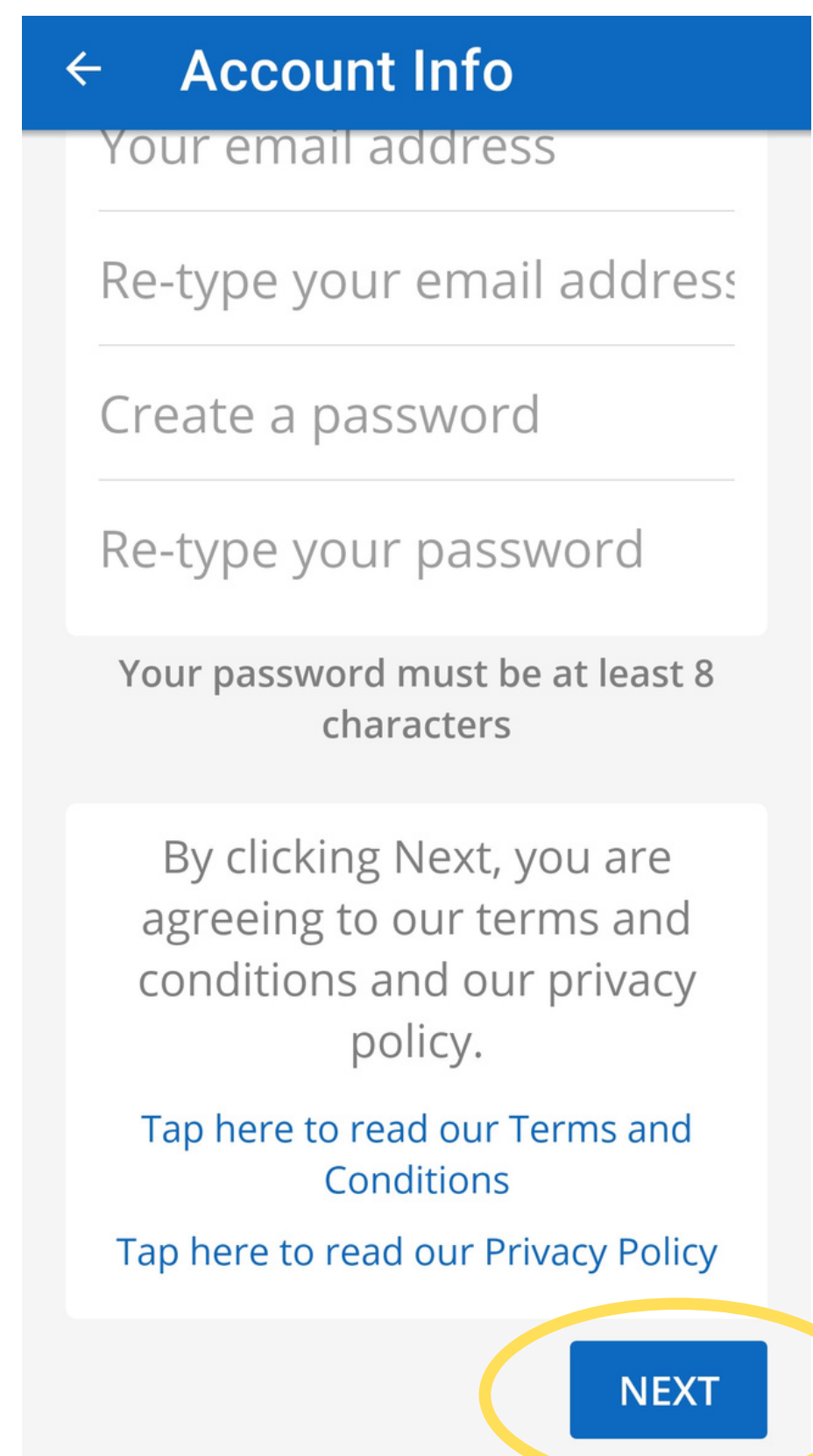


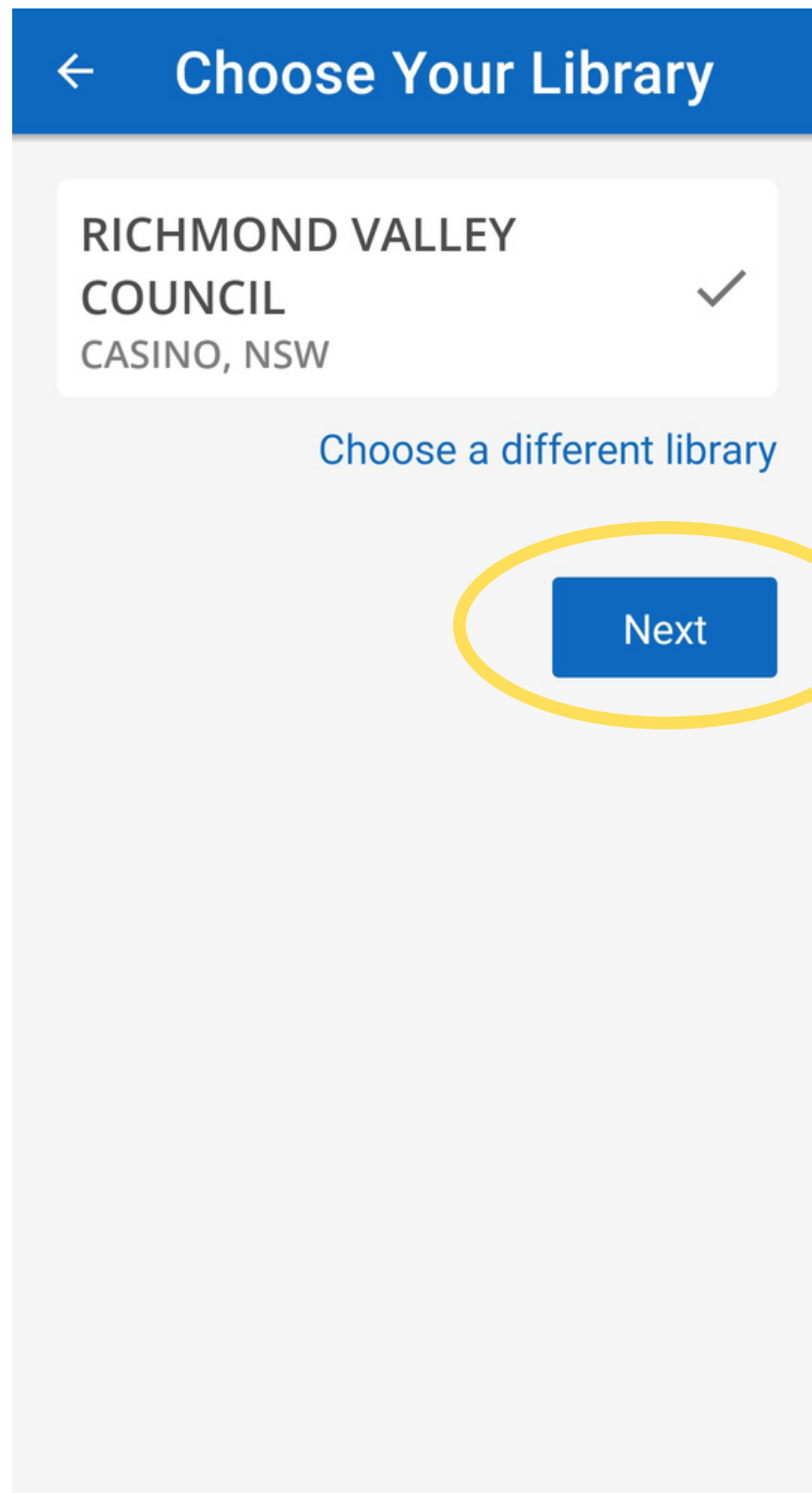
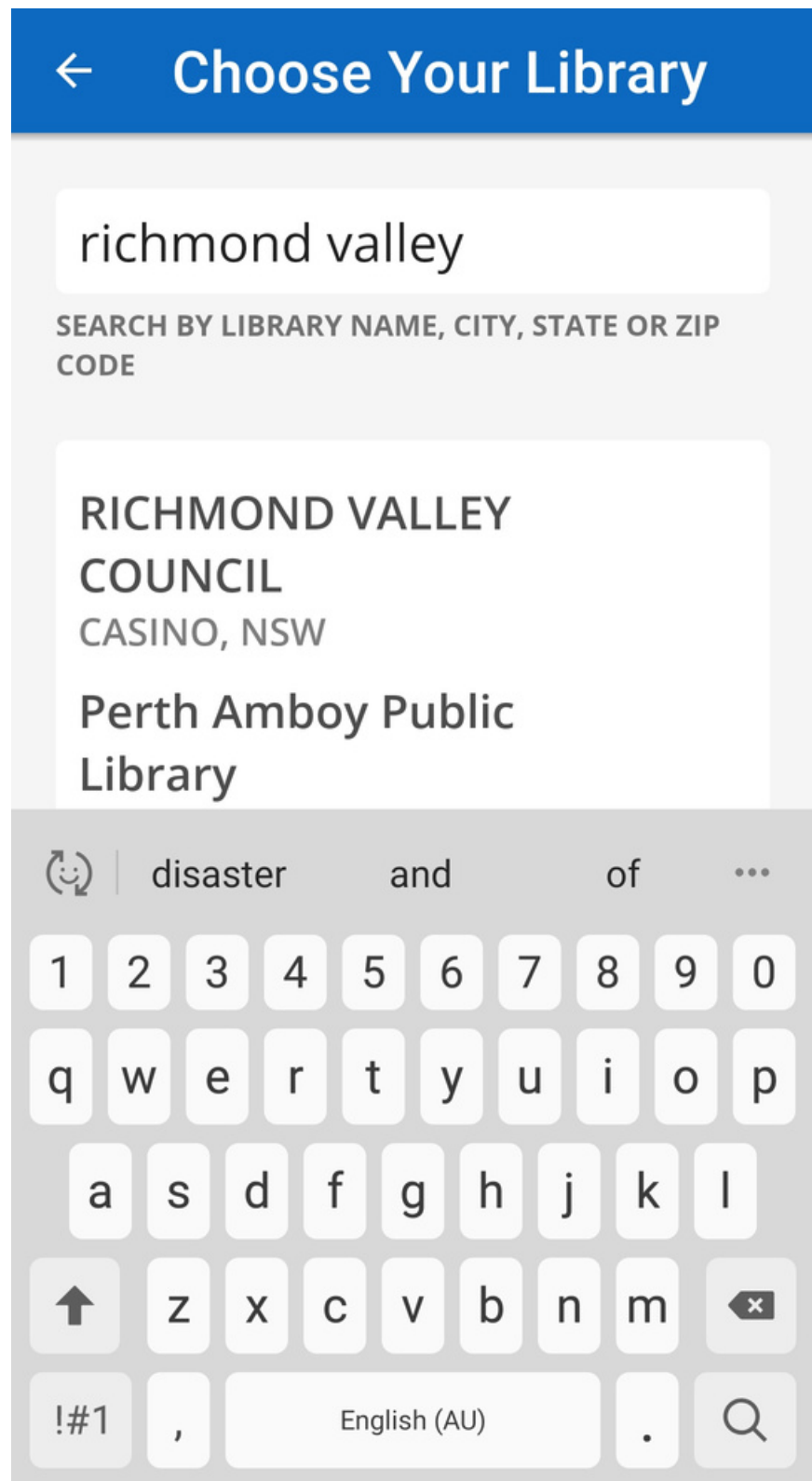
After it is installed, open hoopla. Select "Sign Up"

You will be asked to enter your email and create a password

Remember your password, it is what you will use when you need to sign in

Tap "Next" when finished

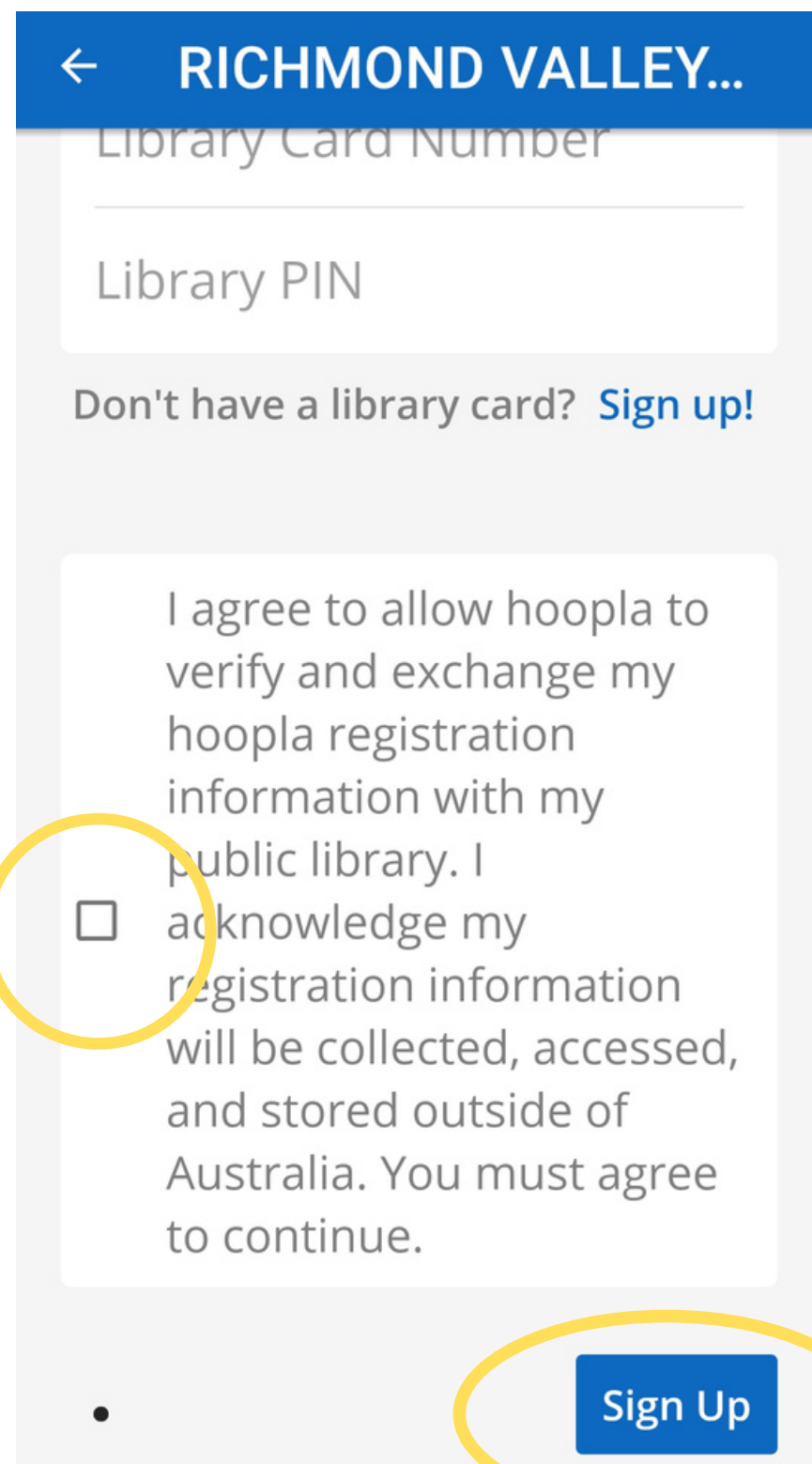
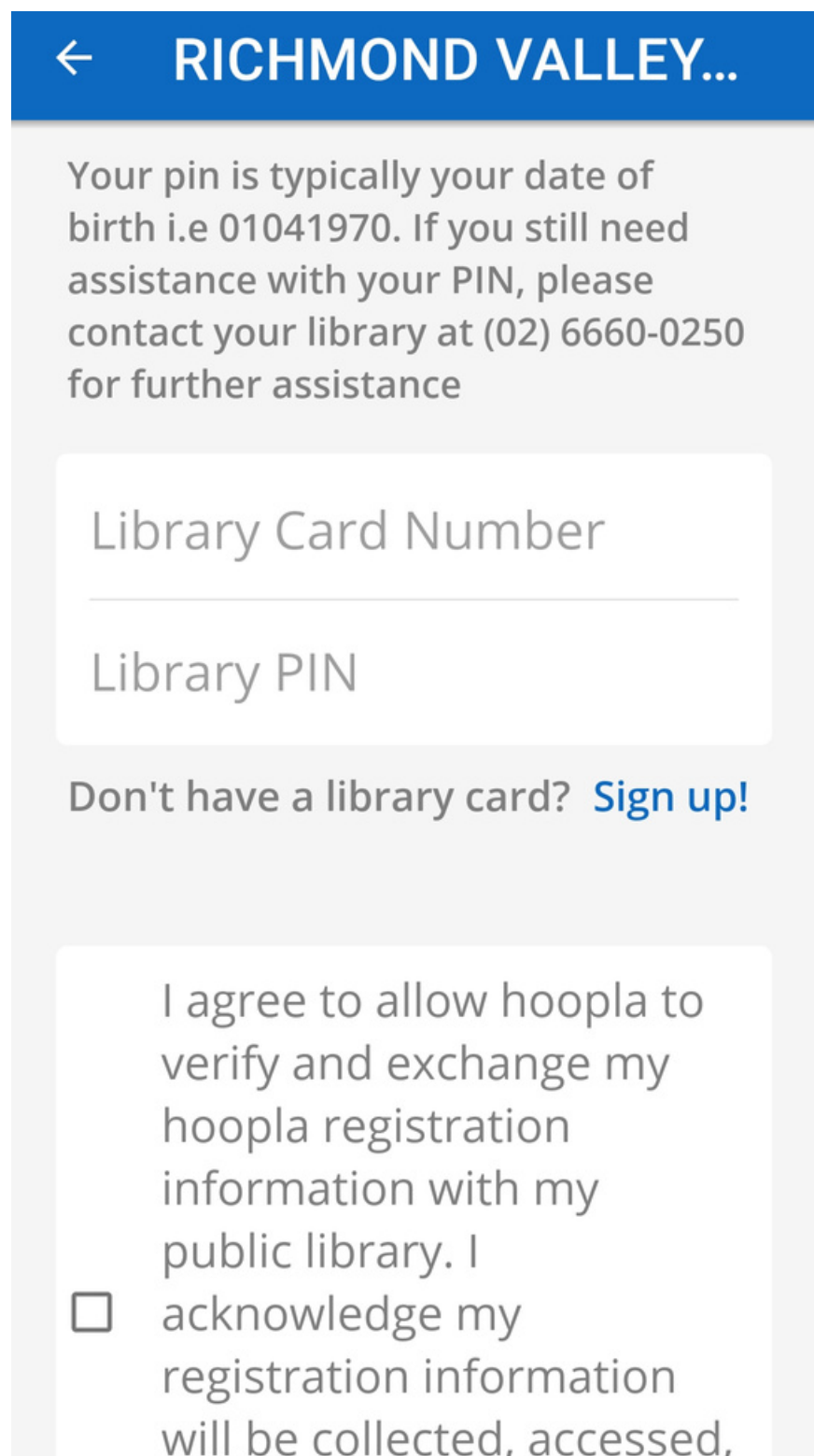




Type "Richmond Valley" to choose our Library  
Tap to select

When you have selected it, tap "Next"

Select what type of notifications you would like to receive and tap "Next"



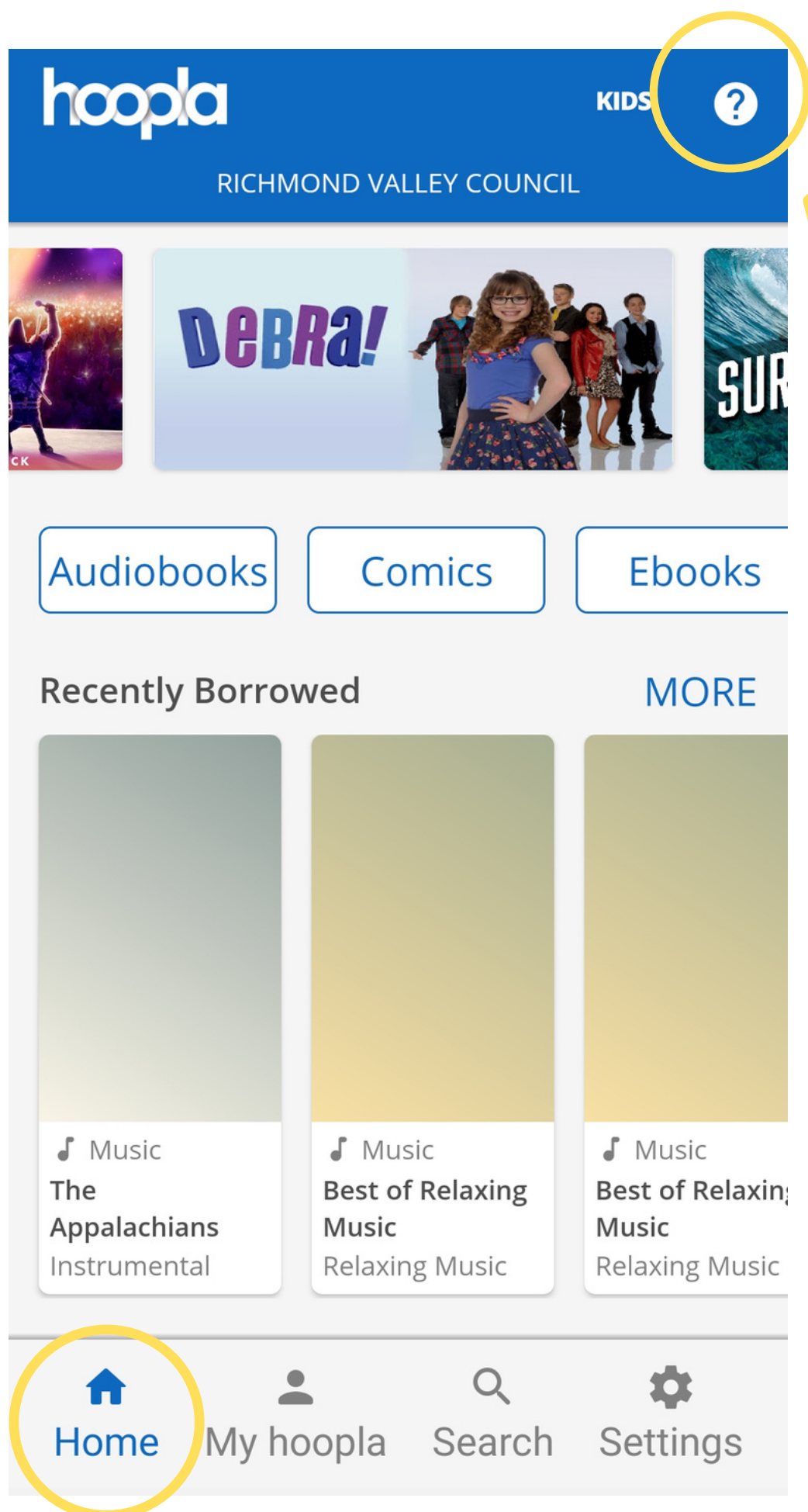
Enter your Library card number (This can be found on your library card)

Enter your PIN

Your PIN is your date of birth in the format ddmmyy

Tap the tick box to continue

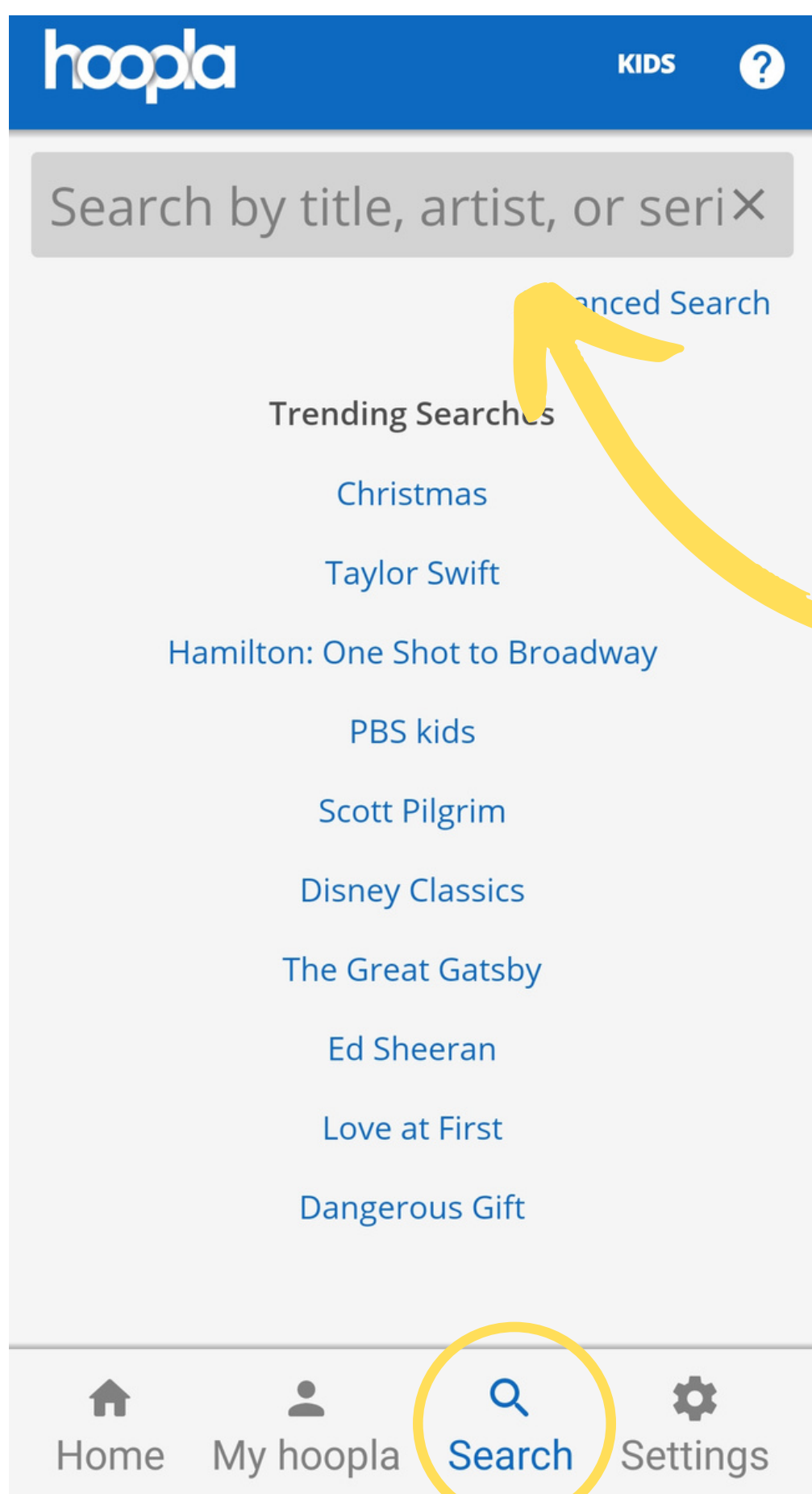
Tap "Sign up" to finish



To find help and tips for using the app, tap the question mark in the top right hand corner

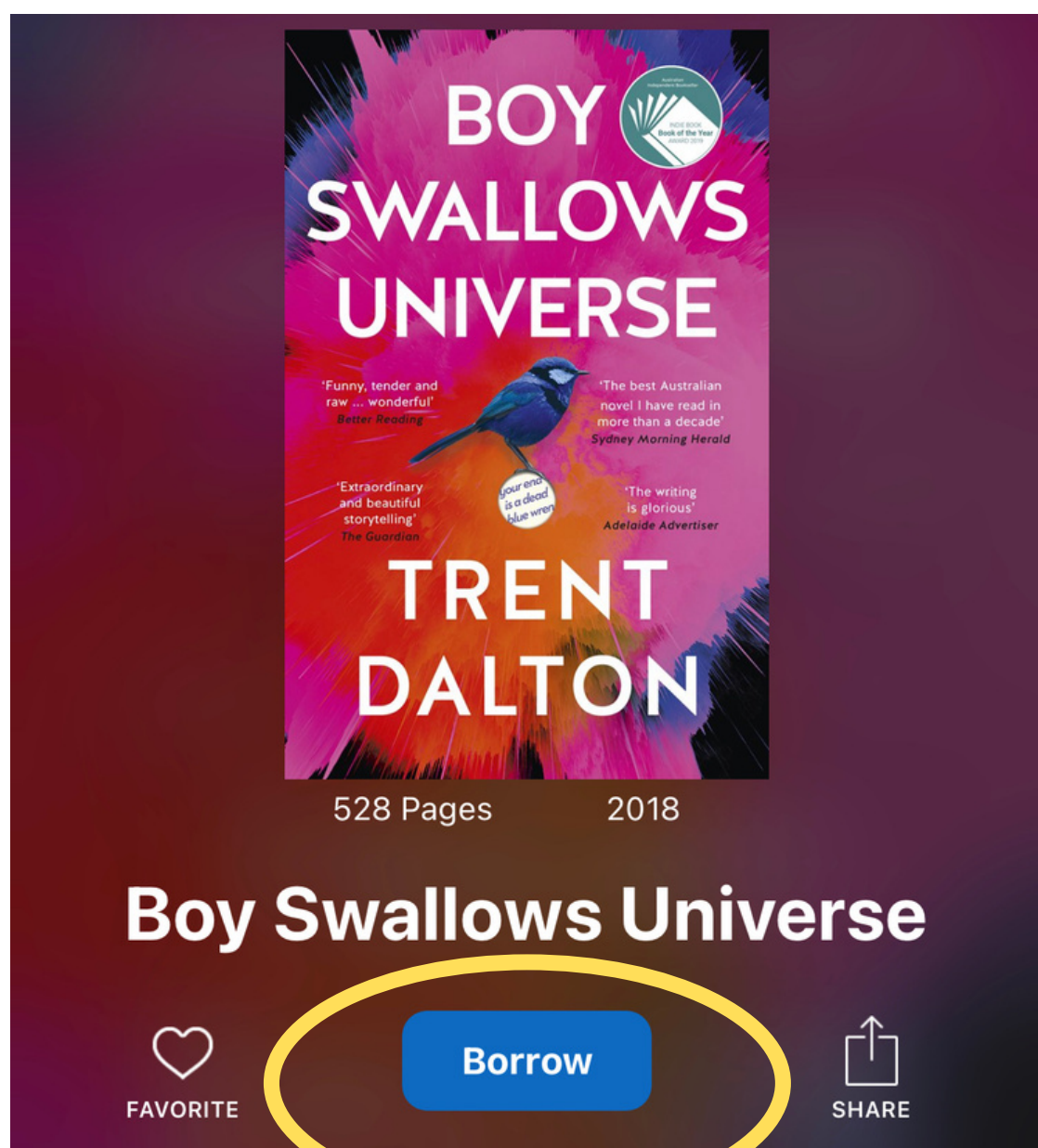
This is your hoopla home screen. From here you can browse hoopla's catalogue

You can also navigate to your hoopla page (where your loans will be), the search function and the settings from the toolbar along the bottom



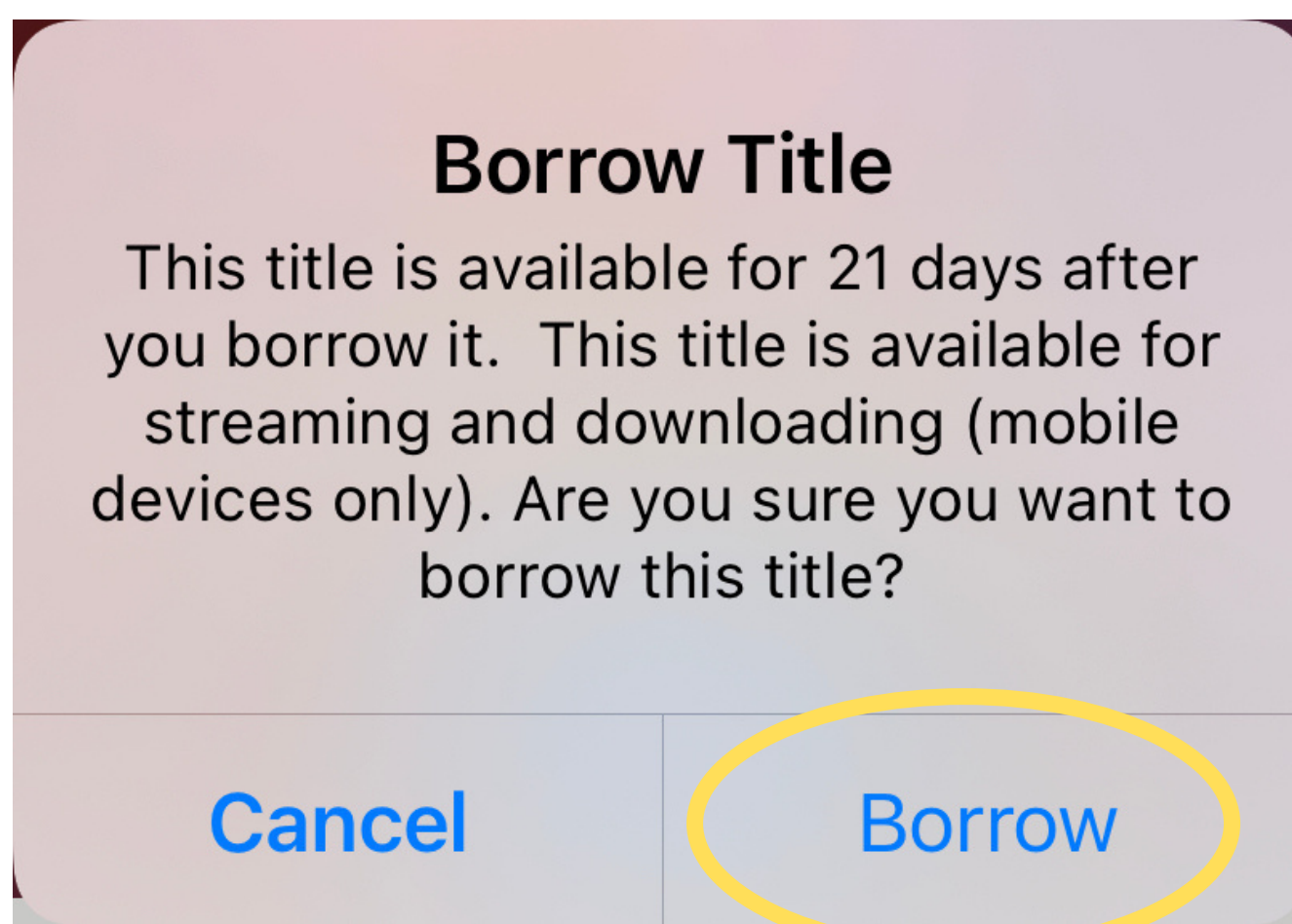
To search for a specific title, tap "Search" from the bottom toolbar

Type in your search term in here



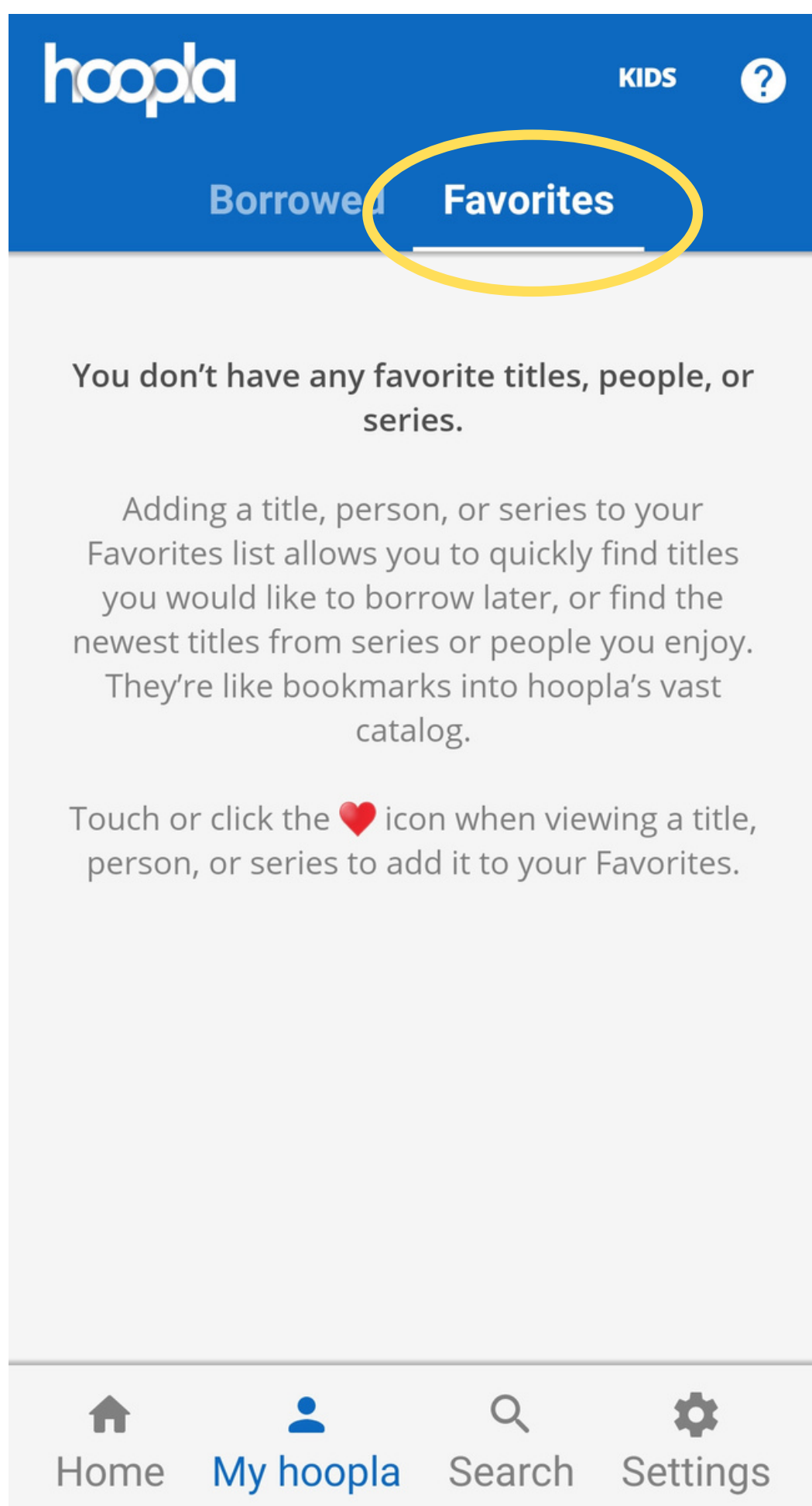
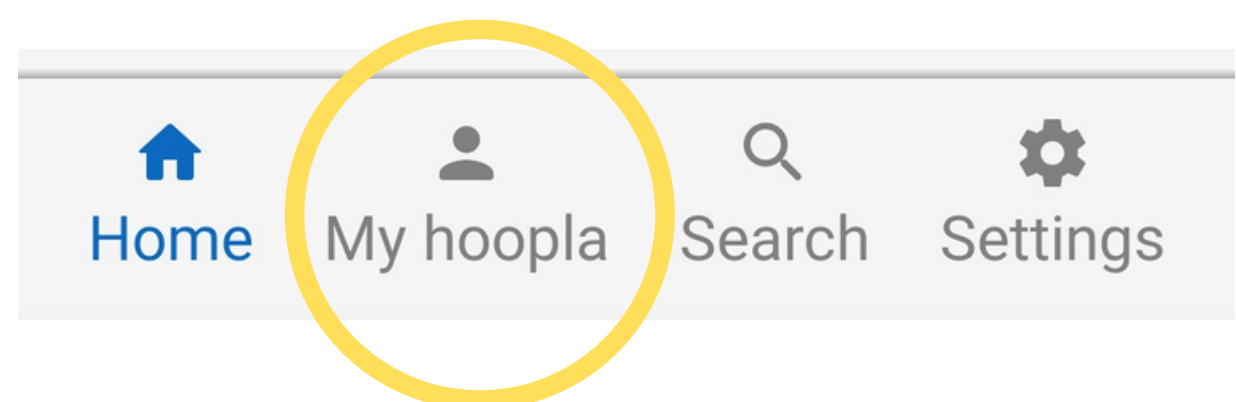
Tap on your selected title to view more information

Tap "Borrow" if you would like to borrow the title




Tap "Borrow" to confirm

To view your loans, tap "My hoopla"

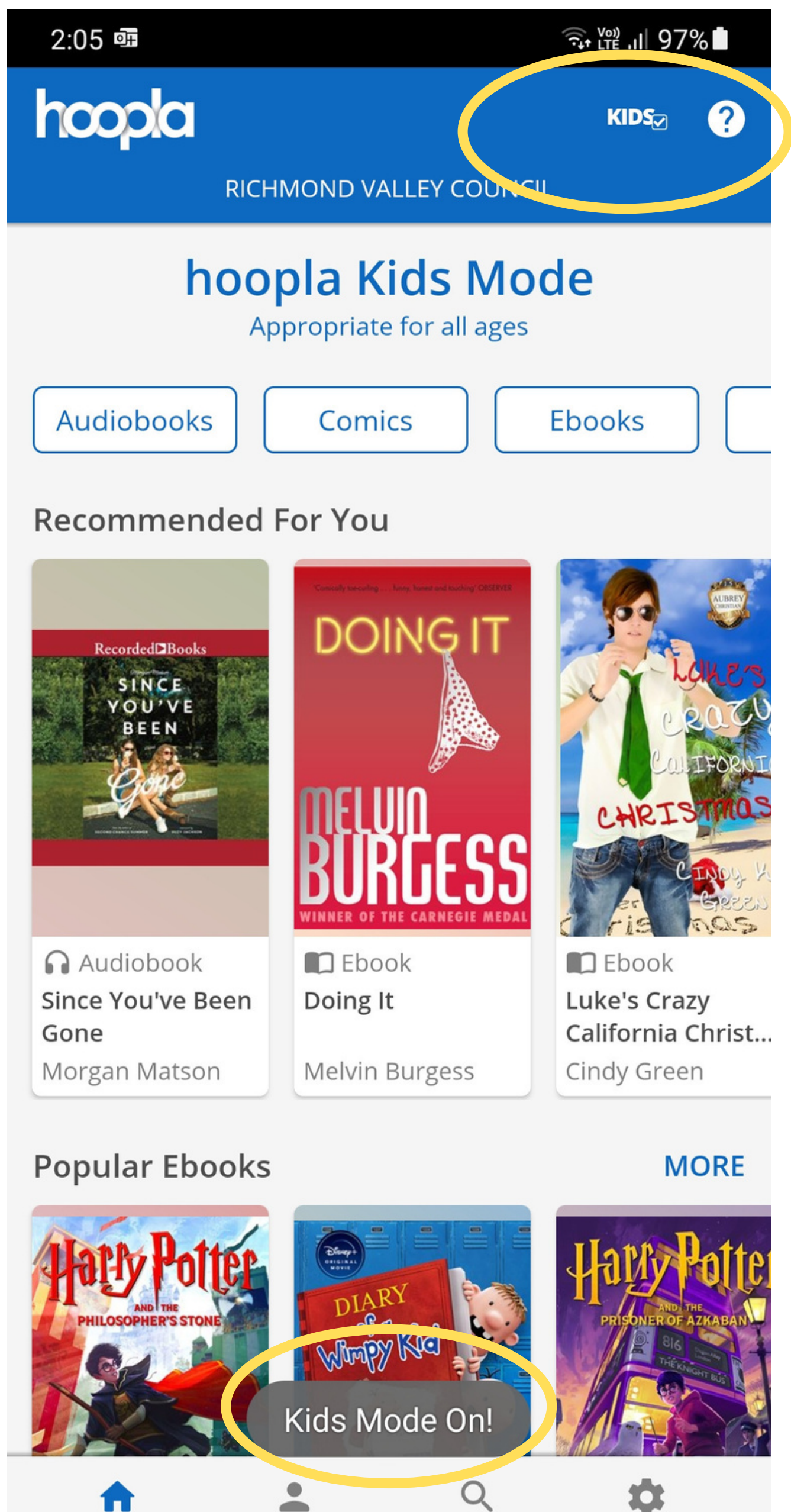


hoopla allows you 6 borrows per month, with a lending period of 3 weeks

If you have found a title that you're interested in, but you are out of borrows for that month, you are able to save the title to your 'Favourites' folder, so that you can revisit it when your monthly borrows are topped up

To favourite a book, tap the heart symbol next to the title 

Your 'Favourites' can be accessed through the 'My hoopla' section

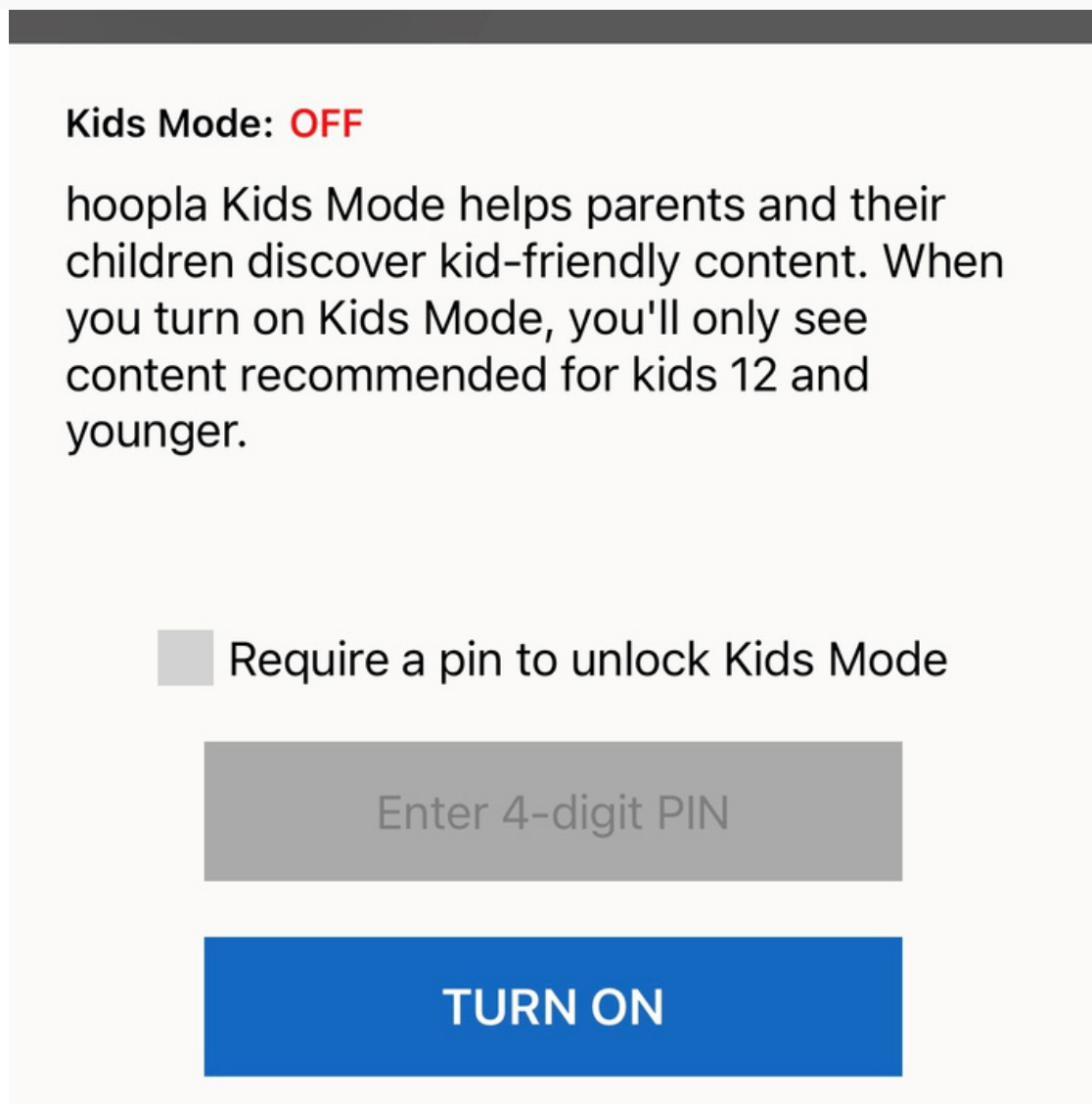


hoopla Kids Mode is a feature that provides access to only G and PG rated content, across all formats available in the app.

Kids Mode is a feature that should be used with parental guidance. There are different age ranges using this feature and the titles available range from G- General Audiences to PG – Parental Guidance Suggested. Parents or guardians are expected to decide whether a specific title is appropriate for their child.

To activate Kids Mode, tap on the word 'KIDS' at the top-right of the screen and the phrase 'Kids Mode On!' will flash up at the bottom of the screen.

Tap the word 'KIDS' again to disable this feature and have access to the entire Hoopla collection again.



Hoopla offers the option to add protection to this setting by allowing Hoopla account holders to set a 4-digit PIN number that must be entered to turn Kids Mode off.

You can activate this additional setting by tapping on KIDS mode, ticking "Require a pin to unlock Kids Mode", enter a 4-digit PIN and tap TURN ON.