

# Free Magazines from Your Library

- I. Sign on to **Your Library** (Santa Clara County, Sunnyvale, San Jose, etc)
  - A. At bottom of screen Tap on E-Magazine/Newspapers
- II. **RBDigital Gateway Website** with 100+ Magazines
  - A. Signup with email address and password (After establishing account)
  - B. Displays just a few (20) Popular, Technology, Science, Business, Etc Magazines
  - C. Tap under Magazines heading at right on View all digital magazines
    1. 100+ magazine are displayed on multiple screens (12/screen)
    2. Tap on Next in upper right to go to next screen of 12 magazine titles
    3. To checkout magazine Tap below on checkout now or Back Issues Available
      - a. Tap on Keep Browsing to return to RBDigital Website or Start Reading to go to:
- III. **Zinio.com website**
  - A. Tap at top of screen on Open button to go to Zinio App
  - B. Or Tap at bottom of screen to Download App
  - C. Stay on website and read your magazines on your computer
- IV. **Zinio App**
  - A. At the bottom Tap on Read taking you to **My Library** Display
  - B. **Selecting Magazines to Read from My Library screen**
    1. Tap on Top Right hotspot sort magazines by:
      - a. Sort by Date
        - (1) Tap on left side hotspot to filter by:
        - (2) Year, All, or Specific Numbered Month
      - b. Sort by Title
        - (1) Tap on left side hotspot to filter by
          - (a) All, A, B, C....(of those alpha letters present)
      - c. Edit to remove or restore a previous checked out magazine
      - d. Magazines which you read right away without downloading (No down-arrow shown)
        - (1) To Read Tap on magazine
      - e. Magazines which have down-arrow which must be downloaded first
        - (1) To Down-load and Read Tap on down-arrow
    1. Tap on X in upper left to return to **My Library** Display
    2. Tap on checkered box icon for graphical Page View
    3. Tap on bulleted list icon to Linked Magazine Contents
    4. Tap on bookmark icon to Set Bookmark/See Current Bookmarks
  - C. While Reading Magazine Tap and Hold for optional top menu:
    1. Tap on X in upper left to return to **My Library** Display
    2. Tap on checkered box icon for graphical Page View
    3. Tap on bulleted list icon to Linked Magazine Contents
    4. Tap on bookmark icon to Set Bookmark/See Current Bookmarks
  - D. While reading Swipe Left to see next page/article or right to see previous page/article
    1. If available, Swipe Up/Down to see continued/previous page of article
    2. If present, Tap on Text/Page to toggle between these 2 Views
- V. **Important App Setting:**
  - A. Account Settings: Set Initial Home Screen to **Read**
  - B. Notification Settings: New Issues, Renewals, and App Updates