

Palace Project

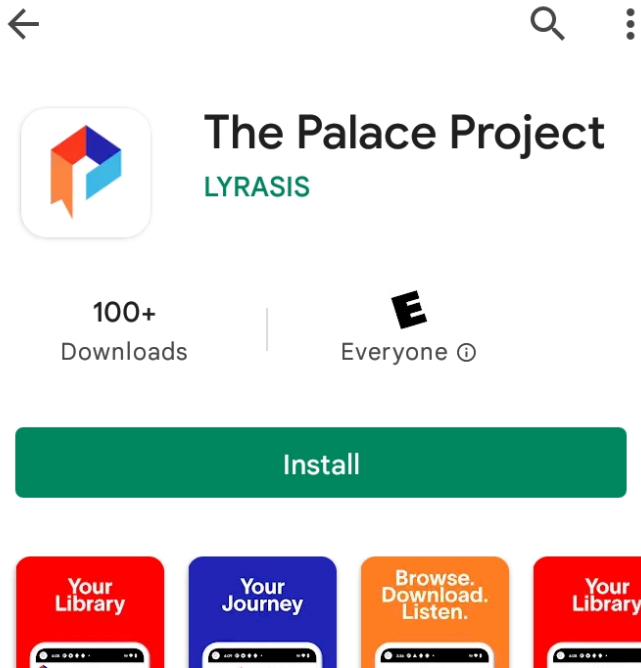
Download the Palace app and have thousands of e-books
in the palm of your hand.

Step 1: Go to your app store and download the Palace Project app.

Android Devices



App size: 32M



Apple Devices



App size: 34.8 MB

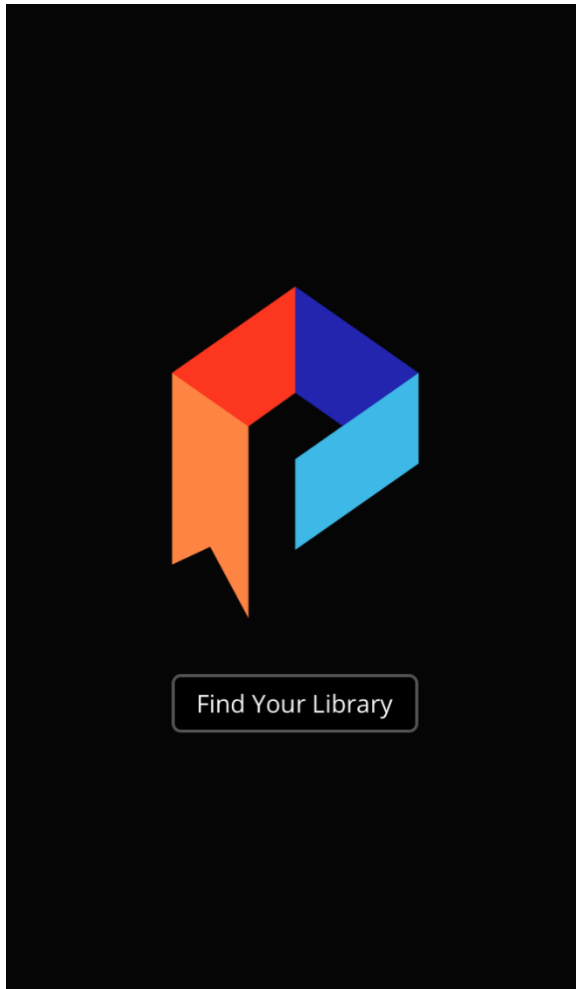
Once you enter your app store, you can just search for Palace Project and the app will be listed. This app is run by LYRISIS, Inc. This app is FREE to everyone.

Step 2: Once installed, open the app.

You will receive three messages on how to work the app. You can either scroll through them by swiping left or clicking the x in the corner.



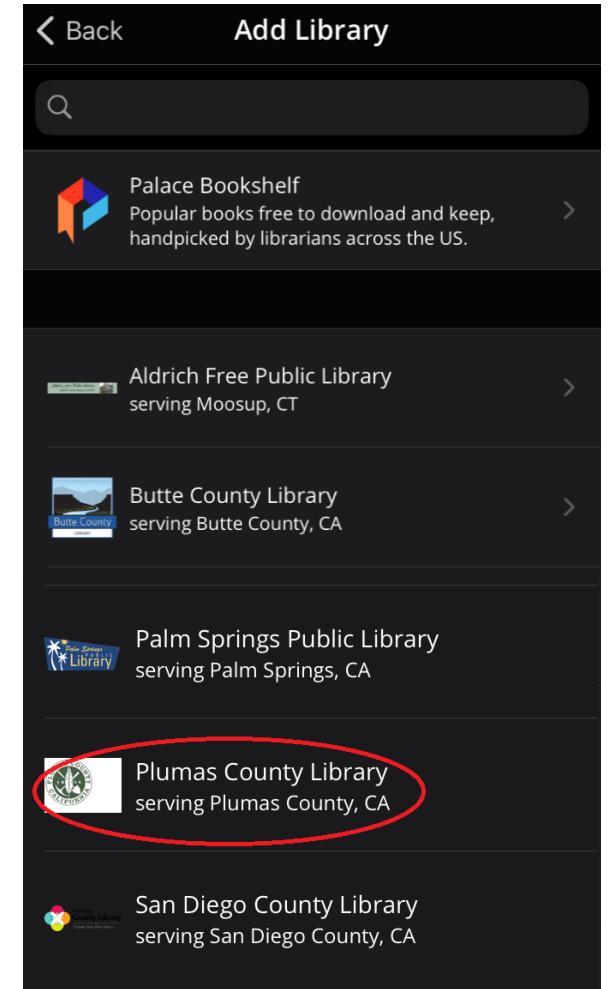
Step 3: Find your library.



1) Click the “find your library” button at the bottom of the screen.

2) Scroll down until you reach “Plumas County Library” and then click on it.

Note: If you click Palace Bookshelf it leads you to the general State Library bookshelf and you won’t need to sign in.

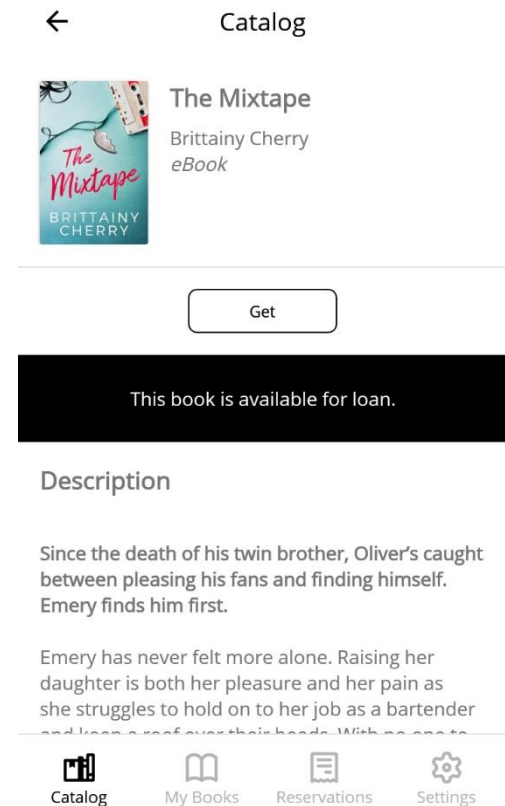
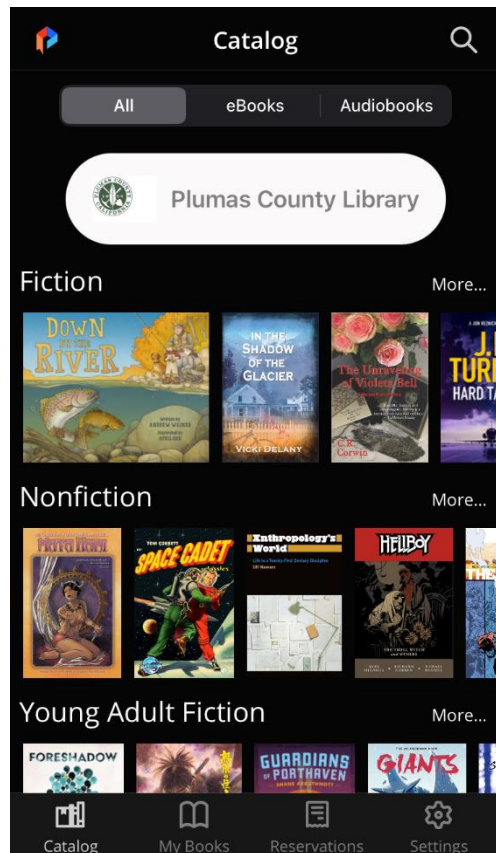


Step 4: Find an item in the catalog you want to read and click on it.

1) Click on the item you are interested in.

2) Click “Get”.

Note: You can sign into your library card before you pick your first item (see “Other Tips and Tricks 7: Another Way to Log In”) if you prefer. Once you are signed in after the first item, you shouldn’t need to sign in again.



Step 5: Fill in your library card information.



← Plumas County Library

Plumas County Library

Barcode

PIN

☐ Show PIN

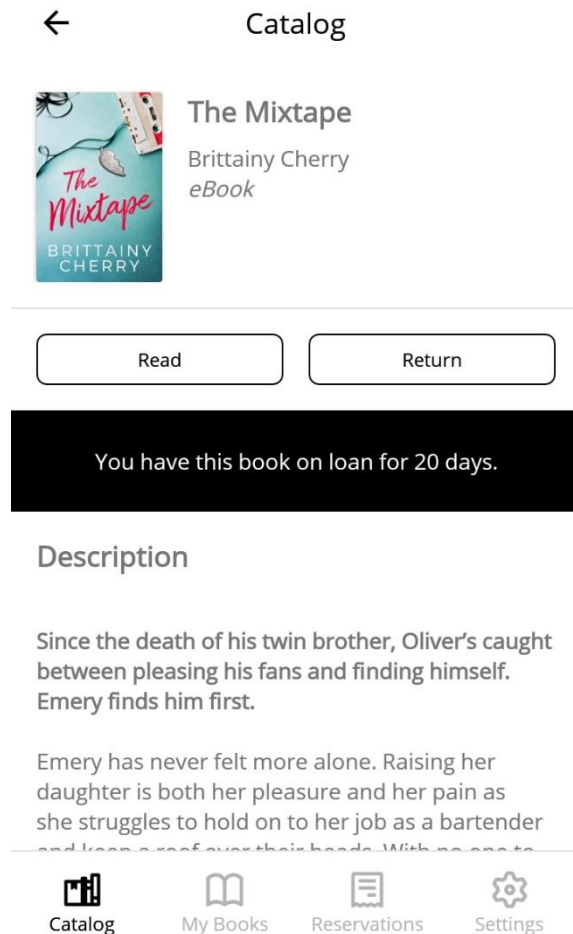
Log in

Sync bookmarks ☐

Catalog My Books Reservations Settings

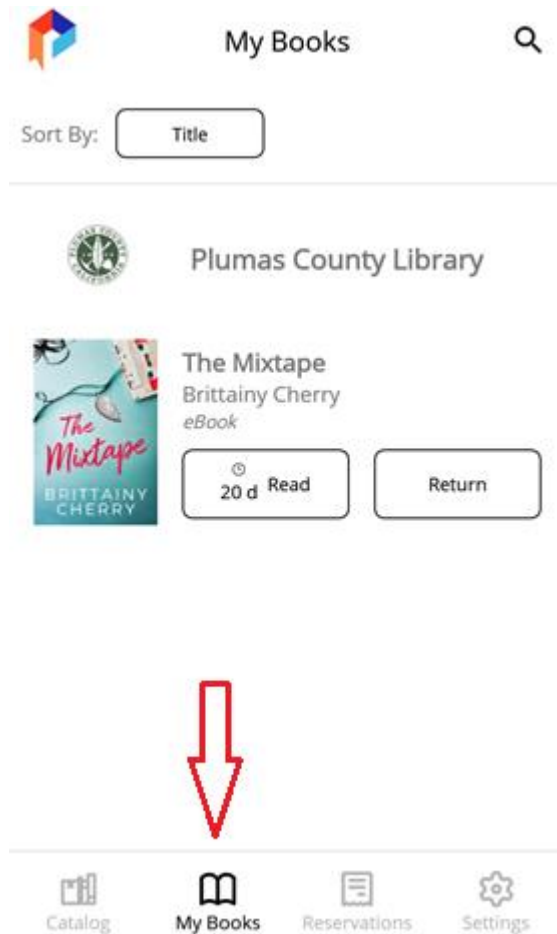
- 1) Fill in your library card information. The barcode is on the back of your library card and unless you changed it, your pin is the last four digits of your library card.
- 2) Click the “log in” button.
- 3) You may have to click the arrow at the top of the screen (see the red circle) to get to the next page after logging in.

Step 6: Read! Or return it.



You can click either the “read” button and start reading (just keep swiping left to get to the next page) or if you don’t want it, the “return” or “delete” button. The item will be automatically returned in the time frame specified when you checked it out; some items do not have time frames.

Other Tips and Tricks 1: Bookshelf



At the bottom of the screen is the option “My Books” – that lets you see every item you currently have out, and how long you still have each item for.

Other Tips and Tricks 2: Font Change

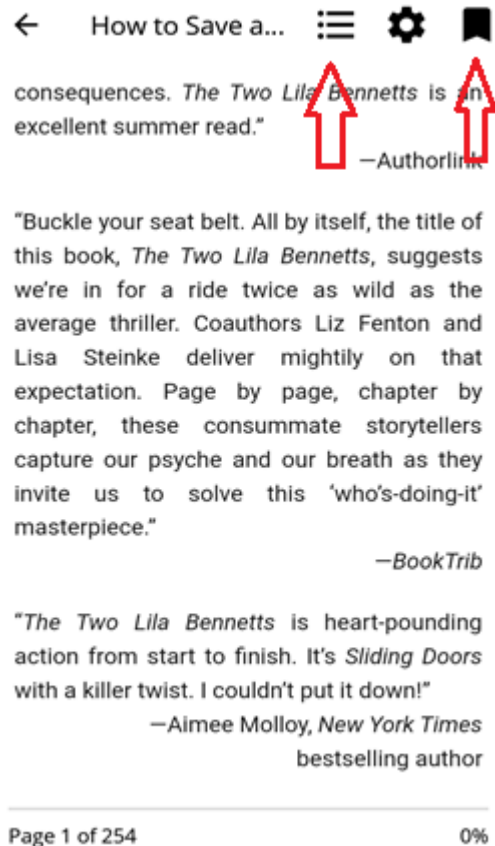


While reading an item, you can change the font type and size, as well as the background color and the brightness of the screen. Click the tool gear in the upper right corner.

- The first row of icons lets you change the font type.
- The second row of icons lets you change the background color/font color.
- The third row of icons lets you make the font smaller (icon on the left), bigger (icon on the right), or reset the size changes you made (icon in the middle.) Just keep tapping the icon until the font is the size you like.
- The slider bar lets you change the screen brightness.

Then just tap the screen outside of the icon menu and see the changes. Any changes you make will change the other items you have checked out too.

Other Tips and Tricks 3: Bookmarks



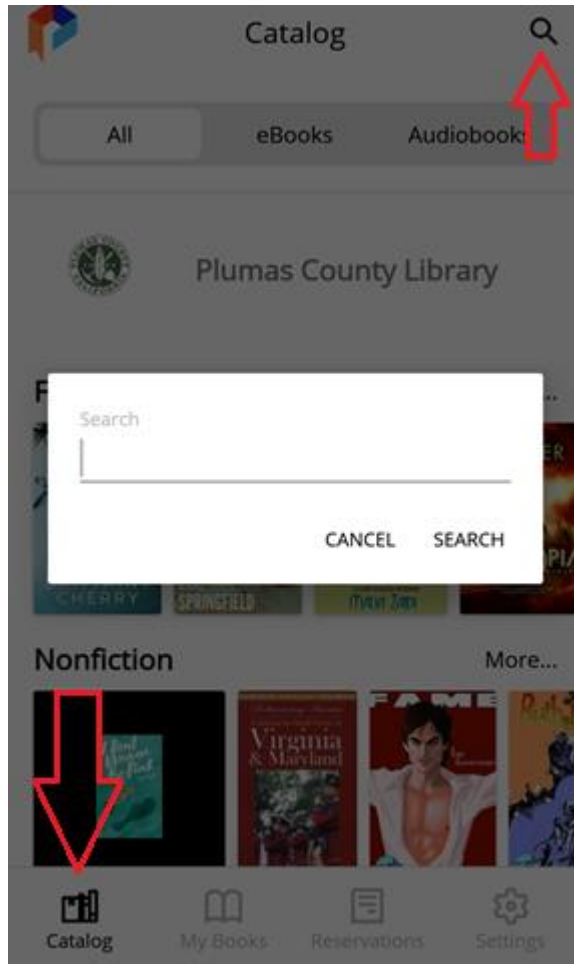
While the item will open back to the spot you left it on, you can also bookmark pages.

Clicking the bookmark icon as you read bookmarks the page.

Clicking the three lines icon gives you the option of the table of contents (so you can just click on a specific chapter if you wanted to skip ahead or go back) and the list of bookmarks you created while reading the story.

Once an item is returned to the catalog, you will lose your bookmarks.

Other Tips and Tricks 4: Search



You can search the database for specific items by clicking on the magnifying glass icon. Then just type a word, title, or author and hit “search.”

Make sure when you search you are in the “Catalog” tab. If you are in the “My Books” tab, the search will only search the books you currently have checked out.

Other Tips and Tricks 5: Audiobooks



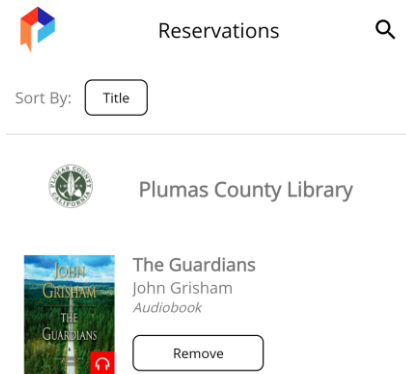
Audiobooks have a different set of options.

The first icon, or the circle with a number in it, lets you change the speed of the audiobook – you can either slow it down, or speed it up.

The second icon, or the moon shape, stops the audiobook after a set amount of time. This is great if you think you will fall asleep when you listen to it.

The third icon, or the three lines, lets you skip to a specific section of the audiobook.

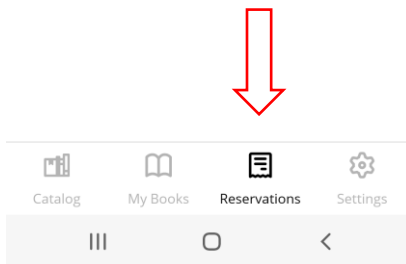
Other Tips and Tricks 6: Reservations



If an item is not available, you can reserve (put a hold) on the title.

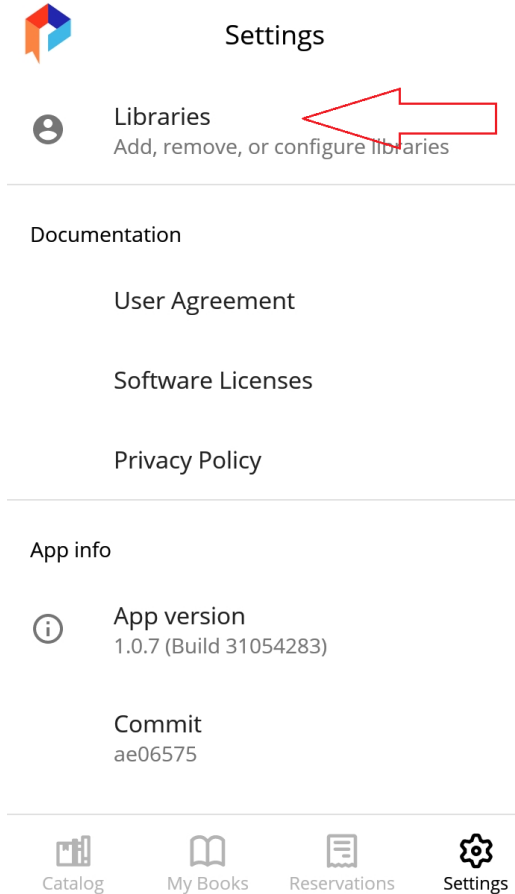
Find the title and click the “reserve” button.

You can look at your reservations by clicking the menu button on the bottom of the screen.



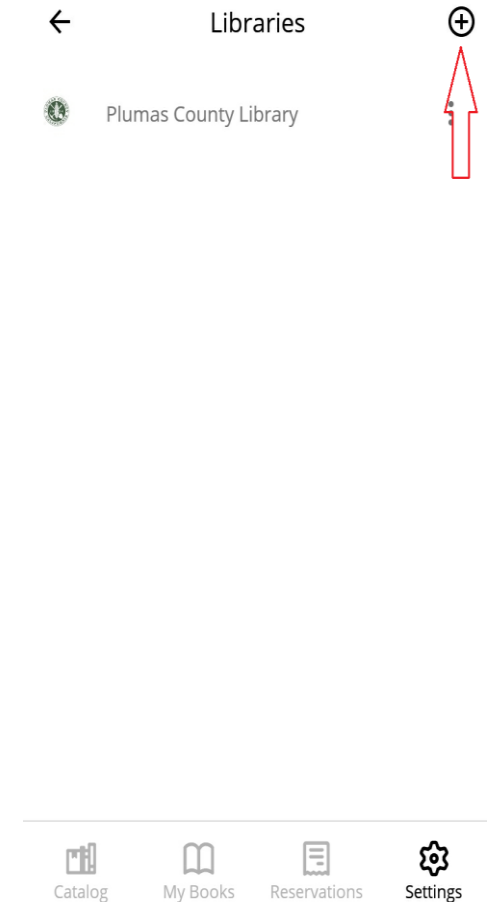
If you click on the title, it will tell you how long until you can borrow the item.

Other Tips and Tricks 7a: Add Another Library



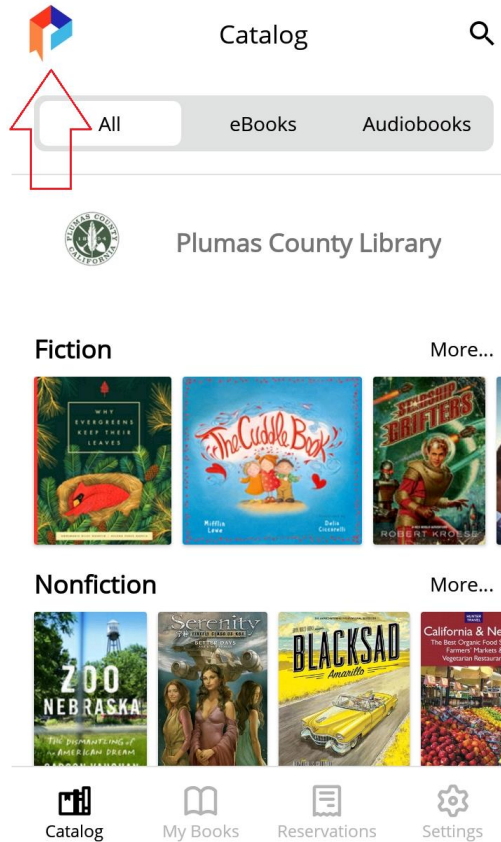
For those who have a library card from another place, you can add additional libraries to potentially get access to more items.

- 1) Click the “Setting” tab at the bottom of the screen.
- 2) Click where it says “Libraries.”
- 3) Click the little plus sign in the circle.
- 4) Scroll down and click on the library you want to add.

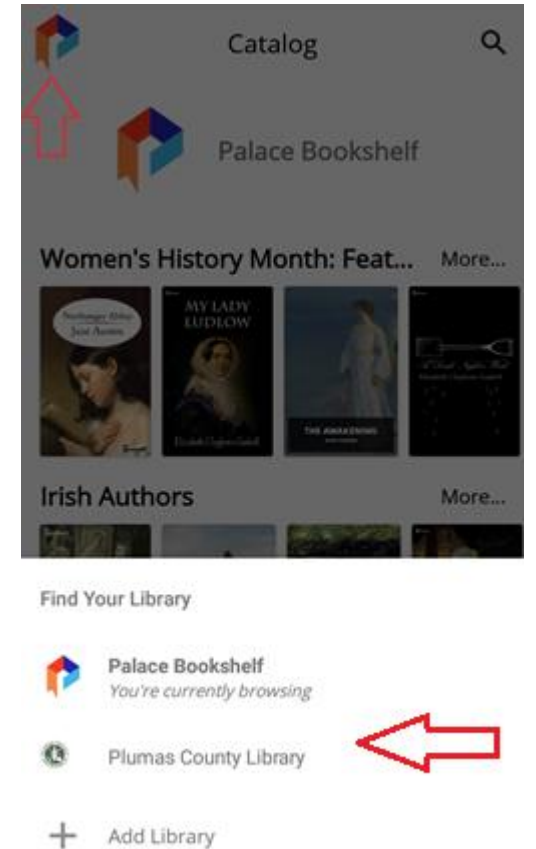


Your “My Books” tab will only have the materials you checked out under that specific library catalog.

Other Tips and Tricks 7b: Switch Between Libraries



If you have more than one library, you can switch between them by clicking the Palace icon and then clicking on the different library name at the bottom of the screen. You can also add more libraries that way too.



Other Tips and Tricks 8: Another Way to Log In



If you'd prefer to log into your library card before you pick your first item to borrow, you can:

- 1) Click "Settings" at the bottom of the screen.
- 2) Click on the library name.
- 3) Fill out your barcode information and click "log in."

In Case You're Wondering...

- As of October 2022, the Palace app now has access to some of our Overdrive collection, available fully on the Libby app.
- You can always call your local Library Branch to get additional help in using the Palace app, or our Literacy Program to get one-to-one tutoring in how to use your device for specific apps and/or in general.
- Visit our website for more information about our e-collections, contact information for branches, and more at www.plumascounty.us/546.

This project was supported in whole or in part by the U.S. Institute of Museum and Library Services under the provisions of the American Rescue Plan Act, administered in California by the State Librarian.

Palace Project is part of the CA State Library's eBooks for All California program.