



## BookMyne App – Installation Guide Marianopolis College Library

BookMyne lets you search the Library’s collections, create book lists, view your check-outs, keep track of your due dates, renew items, and place holds – **all from your iOS (iPhone, iPad or iPod Touch) or Android device!**

The app is **free**, and only takes a few minutes to install. Here’s how:

<b>Install app via iTunes or Google Play.</b>	<p>1. If you are using an iOS device, open the <a href="#">iTunes app store</a>. Search for BookMyne and install.</p> <p>If you are using an Android device, open <a href="#">Google Play</a>. Search for BookMyne and install.</p>
<b>Find and Select Marianopolis College Library.</b>	<p>2. Once you’ve installed the app, open BookMyne and tap on “Find your Library.”</p> <p>The Marianopolis College Library should be listed as one of the available libraries near you. If you don’t see it, use the sliding scale at the top of the page to increase the area that BookMyne should search.</p> <p>Tap the plus sign beside “Marianopolis College Library” to select it as your current library. The plus sign will turn into a yellow star. You will now be able to search the Library’s collection.</p>
<b>Log in to your personal account.</b>	<p>3. Go to “My Account.” You will be prompted to log in.</p> <ul style="list-style-type: none"><li>▪ <b>New Students:</b> Enter your 7-digit student number. The generic PIN is “changeme.”</li><li>▪ <b>Returning Students:</b> Enter your 7-digit student number. Your PIN will be the one that you set for your Library account. If you did not set a Library PIN, the generic PIN is “changeme.”</li><li>▪ <b>Faculty &amp; Staff:</b> Enter your 4-digit Employee Number in the Student Number box. The generic PIN is “changeme.”</li></ul> <p>BookMyne will automatically save your login information, so you shouldn’t have to log in again.</p>
<b>Essential: Change your PIN.</b>	<p>4. Change your generic PIN to a personal PIN.</p>
<b>Search, create, view, renew!</b>	<p>5. Now you can search our catalogue, create lists of books in our collections, view your personal information, renew items, place a hold, and more!</p>

**Questions, comments, feedback?** Please see someone at the Reference Desk.