

# zinio™

For Libraries

## LIBRARY PATRON USER GUIDE 2014

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## **Thank you for setting up an account with Zinio for Libraries. You are joining over 700,000 patrons worldwide with the best in digital magazines.**

Welcome to the new and updated Zinio for Libraries Patron User Guide. This detailed guide serves as a step-by-step resource to help understand the process for setting up your **two** accounts for Zinio for Libraries and get the most out of this fantastic service.

- ❖ Each step and screen is outlined with descriptions and screen-shots (if available.)
- ❖ Set up your first account, Library Collection Account, once and thereafter you simply log-into your account.
- ❖ Browse magazines before checking out a magazine. From your Library Collection Account (account #1) check out as many NEW issues of your favorite magazines as you want – and keep them in your Zinio.com Viewer Reading Account (account #2) for as long as you want!
- ❖ Read your magazine through your computer's online-browser or online/offline using the computer Reader4 App or offline via mobile Apps.
- ❖ The mobile Apps serve as READERS only – all library magazines are checked out via your browser-based library collection site.
- ❖ NOTE: Reading the magazines will take place online or through downloaded issue on a mobile device app through Zinio.com. Zinio.com is a commercial site with the ability for a patron to purchase additional magazines outside of the magazines provided by the library collection.

The following page has the table of contents – it may seem like a lot of steps – but we focused on the extra detail in this user guide. Your library has a 'mini-flyer' that summarizes the set up steps in a single sheet – it quite easy to set up – so do not let all the detail seem to you that it is complicated – it is quite easy and you'll find yourself returning to your Zinio library collection and your personal checked-out reading list time and again!

Hope you enjoy Zinio for Libraries – and thank you again for setting up an account with your library's Zinio for Libraries collection!

- Your friends at Zinio for Libraries



Zinio, the world's largest newsstand, offers full color, interactive digital magazines for your enjoyment. Browse from your library's collection of popular titles with no holds, no checkout periods, and no limit to the number of magazines you can download.

- **Easy browsing** — Browse your library's collection of titles one at a time, search for your favorite magazines by title or use the convenient category feature to find new magazines which meet your interests.
- **Current Issues** — The latest issues are released simultaneously with the print edition are ready for immediate checkout. You can also checkout available back issues of most magazines.
- **Back Issues** – Miss the new issue? You can easily browse the magazine detail page to find the previous issue you are need to check out
- **Manage your collection — with a library collection account and a personal reading account.** Check out the magazines you want (with the library collection account) in your computer/tablet browser; and stream the magazine instantly (with your personal reading account) on your computer (both PC and Mac) browser or access the checked out magazines on a portable media device for download/offline reading. (Note: viewing options, including the ability to download or view the content while online, may differ based on the device and/or magazine publisher).
- **No limits** — Checkout as many issues as you want and keep them in your account as long as you wish.



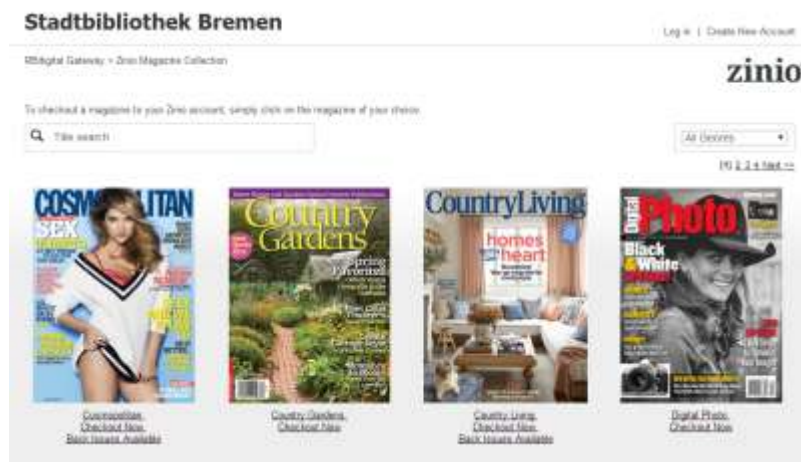
## Explore Zinio for Libraries

Access your library collection and browse the full collection subscribed to by your library; check out what you want; Log In or Create New Account to check out the magazine; get Help or review Terms of Use on main collection pages.

**Note: You will create a total of TWO (2) accounts; a Library Collection account to check out magazines; and a Zinio.com Reader account to read checked out magazines via streaming online with computers and/or downloaded offline via mobile apps.**

Browse Magazines enabling you to browse your magazine collection prior to Log In or Creating an Account.

### Zinio Browse Magazines



Browse full collection of magazines prior to Log In or Create New Account.

- Use Title Search filter to locate magazines by name, alpha, partial word
- Use All Genres drop down to locate magazines by topic
- Click on magazine to check out desired magazine.

A page detail screen opens showing the current issue, the previous four back issues, and if applicable a link to 'Show more back issues.' Your collection has the back issues for the magazine dating back to when the library started its Zinio for Libraries Subscription.

The page detail screen details a short description of the magazine, the available mobile applications, and the 'checkout' link.



Click on the magazine cover or issue date link and proceed to check out the magazine.

Stadtbibliothek Bremen

RBdigital Gateway > Zinio Magazine Collection > Country Living

Log in | Create New Account

zinio

To checkout a magazine to your Zinio account, simply click on the checkout button.

Title search

All Genres

**Country Living**  
March 01, 2014  
Rooms that invite you to linger. Vintage collectibles displayed with love. A colorful easy-care garden. A porch that says "Come sit!" All yours in the pages of Country Living.  
Available on:  
iPlex, iPad, Android PDF, Zinio Reader 4, RM, Win 8, Win 8 Phone  
country: United States  
language: English  
genre: Home

Checkout

Back Issues

**Country Living**  
MARCH FOR the bargain issue  
February 01, 2014  
Checkout Here

If logged in already, patron will proceed to confirm check out.

Log in

Don't have a log in? [Create New Account](#)

Email:

Password:

[Forgot password?](#)

Log in

Remember me

By logging in, I agree to the site's [Terms of Use](#)

One account, access to all

If not logged in or need New Account, a pop up will appear.

If returning RBdigital Gateway user (i.e. prior Zinio Library Collection Account credentials), simply enter in existing Email and Password and hit Log in.



If patron needs account for first-time log in, click on Create New Account Link.

The image shows two versions of a 'Create New Account' form. The left version has a 'Card number' input field and a 'Next' button. The right version has fields for 'First Name', 'Last Name', 'Email', 'Password', and 'Confirm Password', with a 'Create Account' button and a 'Log In' link. Both forms include a 'Already have an account? Log In' link and a 'One account, access to all' logo.

Depending on library authentication method a pop up will appear to enter New Account Credentials.

If authenticating with barcode or access key a barcode/access key popup will appear first.

Click Create Account when complete and the account will auto activate and proceed to magazine checkout.

The image shows a 'Success!' notification pop-up. It states 'You have successfully checked out the February 01, 2014 issue of "Country Living"'. It features a thumbnail of the magazine cover and details: 'Country Living February 01, 2014 Available on: iPhone, iPad, Android PDF, Zinio Reader 4, RIM, Win 8, Win 8 Phone country: United States language: English genre: Home'. There are 'Keep Browsing' and 'Start Reading' buttons. A 'Please Note' section at the bottom says: 'Please Note: Have you created a zinio.com personal reading list account? If not, you will need to click "Create a Zinio account" in the pop up screen after "Start Reading."'.

Simply click Complete Checkout if patron checked out the desired magazine.

- Note: If you didn't want the magazine and clicked on it in error, simply click cancel and return to browsing magazines.
- You will be redirected to Zinio.com to view your magazine in your personal reading account. (if you are not automatically redirected, click the 'Complete checkout' link again.



The magazine is now checked out to patron permanently and a second browser window opens to reveal the Zinio.com Reader Account.

The screenshot shows the Zinio.com website interface. At the top, there is a navigation bar with the Zinio logo, links for 'SHOP MAGAZINES', 'READ ARTICLES', 'YOUR LIBRARY', 'Sign in', and 'Sign up', and a search bar. The main content area is titled 'Your issue of Country Living is here!'. On the left is a preview of the 'Country Living' magazine cover, which features the headline 'AMAZING the bargain issue' and '163 DEALS & STEALS'. On the right is a registration form. The form has two main sections: 'New to Zinio?' and 'If you already have an account, sign in here'. The 'New to Zinio?' section includes a 'Please register to set up your digital magazine delivery.' instruction and fields for 'First name', 'Last name', 'Email Address' (pre-filled with 'lgray@recordedbooks.co'), 'Password', and 'Confirm Password'. A blue circle with the number '1' is drawn around the 'New to Zinio?' section. The 'If you already have an account, sign in here' section has a blue circle with the number '2' drawn around the 'sign in here' link. Below the form is a checkbox for 'Send me email updates about features, new products, and special offers from Zinio and its publishers.' and a link to 'Zinio's Terms of Service and Privacy Policy'. A blue 'REGISTER' button is located at the bottom right of the form.


1. **New Zinio.com Reader Account holders fill in credentials (the email will auto populate as way to link the Library Collection magazine to the Reader Account.)**
  - Library Account and the Zinio.com Reader Account email addresses MUST match. (you may use the same password as well – but it is not required.)
  - Click Register to complete New Account.
  - Update Email/Communication preferences and hit submit.
2. **RETURNING Zinio.com Reader Account holders click on the Sign In Here link to the right of the magazine cover.**

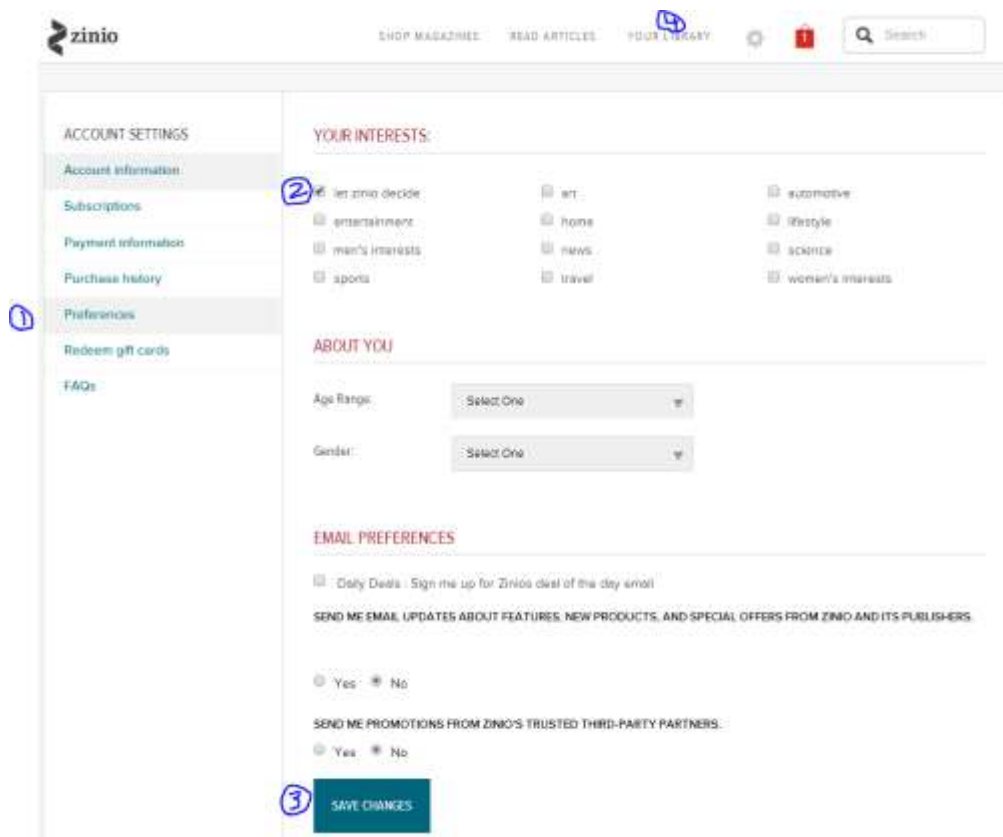
Just one more step before you are ready to read your magazines!

**FOR NEW ZINIO.COM PATRONS – BEFORE READING YOUR MAGAZINES – UPDATE YOUR ACCOUNT SETTINGS/PREFERENCES FOR EMAIL NOTIFICATIONS.**





Click on the Account settings icon (  ), and select **Account Settings**.



1. Select **Preferences**.
2. DESELECT the '**Let Zinio Decide**' feature if you DO NOT want to receive regular email notifications from the commercial side of Zinio.com.
3. Select **Save Changes** – and you will not receive email notifications from Zinio.com.
4. Click on **Your Library** – and you will be taken to your personal collection of checked out magazines.

Now you are ready to read your magazines on your computer in a browser setting.





YOUR READING LIST



View by date

View all titles

[Edit your reading list](#)



*American Cowboy*  
FEB-MAR-14 NEW



*American Craft*  
FEB-MAR-14 NEW



*Astronomy*  
MAR-14



*Australian Golf Digest*  
MARCH 2014 NEW



*Country Living*  
MAR-14 NEW



*Kiplinger's Personal Finance*  
MAR-14 NEW



*Macworld*  
MAR-14



*The Red Bulletin US*  
MAR-14 NEW

- **READING YOUR MAGAZINE ONLINE IN YOUR PC/MAC BROWSER** - Click on the cover of the magazine to stream the full cover-to-cover magazine. The full cover-to-cover issue will open and you are ready to view your magazine on your PC/Mac via online streaming.
- **READING YOUR MAGAZINE OFFLINE WITH MOBILE APPS.** To enhance your magazine issue viewing experience, Apps are available for viewing magazines by downloading and reading offline. The same Zinio.com Reader Account auto populates the apps upon patron Log In to the app. PC, Mac, iPhone, iPad, Android, Kindle Fire/Fire HD, Nook HD/HD+, and Windows 8.

NOTE: Apps are **READERS ONLY** - Return to the Library Collection browser tab to browse and checkout additional magazines.

TO CHECK OUT ANOTHER MAGAZINE - RETURN TO YOUR LIBRARY COLLECTION indicated by the Magazine Detail Page Browser Tab (an example of the browser tab in Chrome is shown below).



All magazines are checked out in your library collection BROWSER.

CAUTION: If you click into the 'Search' field or click the 'Shop Magazines' tab on the Zinio.com site you are entering the commercial Zinio.com site. You are leaving your personal 'Your Library' page where your library checked-out magazines are stored. If you see purchase prices next to your searched magazine you are NOT in the library collection. Exit out and return to the Magazine Detail Page tab in your browser to return to the library to check out complimentary magazines at no cost to you. If you choose to purchase magazines not available through your library, those magazines will display next to your library checked out magazines on the 'Your Library' page.

**[Need more help? Use below link for Zinio Library Patron Technical Service](#)**

**<http://fs2.formsite.com/RecordedBooks/ZinioSupportRequest/index.html>**

