

# rb digital Magazines

For Mac and PC users

BellinghamPublicLibrary 

## How RBDigital magazines works:

- Library card holders can check out and read a selection of over 3,000 digital format magazines for **free** on your PC or Mac. No waiting. No holds. Instant access. No time limits.
- The magazines are full-text, in color, and may provide additional content such as video, audio, and web links.
- Once you check them out, the issues are yours to keep until you return them. There is no check out limit on the number of current and available back issues of magazines you can enjoy.
- You can read magazines on your PC or Mac by streaming (viewing in your browser while connected to the Internet). You cannot download emagazines unless you access them on a mobile device such as a tablet or smartphone.
- If you choose, RBDigital will automatically check out new issues of magazines as soon as they are available, and send you a notifying email.

## Getting started

- You will need a Library card, an email address, internet access, and a PC or a Mac.
- Your operating system should be the latest version for your device. Chrome is the preferred web browser, but you can use the latest versions of Firefox or Edge. If you use Safari as your browser, RBDigital requires Adobe Flash to be loaded and enabled.
- In your computer, go to the library's website at [www.bellinghampubliclibrary.org](http://www.bellinghampubliclibrary.org). Click **Digital Library**, and then **eMagazines**, and then on the words **RBDigital Magazine Collection**.
- Click 'Register' in the upper right corner. You will be asked for:
  - ◆ Username—this can be anything, and entered with no spaces
  - ◆ Password—this can be anything, entered with no spaces and at least 4 characters long. Passwords are case sensitive.
  - ◆ Email
  - ◆ Library card number
- Click the red Register button. Magazine covers should start to display. If they do not, tap the 3 line menu symbol in the upper left corner, than tap 'Magazines'.

## Finding, checking out, and reading your magazines

- You can find a magazine by exploring or searching.
  - ◆ **Explore** by clicking the 'Explore' button. You will see 60 titles per screen arranged by popularity. Click the cover of a magazine for a description.

**Search** for a specific title by clicking the magnifying glass in the upper right corner. Type in a magazine title or keyword.

**Search** for a genre of magazine by clicking 'Explore', then 'Filter', and then 'Genre'. Once you have chosen a genre, magazines are listed by popularity. You can sort the results alphabetically by clicking the 'Relevance' button, and choose 'Title (A-Z)'.

**Search** for magazines in a specific language by clicking 'Explore', then 'Filter', and then 'Language'. Magazines are listed by popularity. You can sort the results alphabetically by clicking the 'Relevance' button, and choose 'Title (A-Z)'.

- Checkout a magazine by clicking the cover of the magazine, then the red checkout button. To check out available back issues, click 'All Issues'.
- A checkout confirmation box pops up. If desired, check the 'Automatically checkout the next issue'

### Managing your magazines

- Click the 3 line menu symbol in the upper left corner to check your account, see what magazines you currently have checked out, return a magazine, or see a history of all titles you have used.
- Access the history of magazines you have returned by clicking 'My Account' and then 'History'.
- You can keep issues of magazines in your account as long as you want. If you want to **return** a title, go to 'Checked Out'. You will see the covers of magazines currently checked out. Click the X in the upper right corner of the cover. A popup will ask if you want to return the title. Click yes.
- You can sort your checked out magazines alphabetically, by issue date, or checked out date. On your 'Checked Out' page, click the 'View All' link to get to the sorting options.

### Accessibility features for computer users

- Look for the accessibility symbol to learn how to use RBDigital with VoiceOver, TalkBack, JAWS, NVDA, and Windows Narrator.



### Need more help? Check out RBDigital help pages

- Go to the library's website at [www.bellinghampubliclibrary.org](http://www.bellinghampubliclibrary.org). Click **Digital Library**, then on **eMagazines**, then on **RBDigital Magazine Collection**.
- Click **Help** on the upper right corner of the screen. Choose 'General', 'Support', or 'Submit a ticket'.

### Need more help? Ask your library!

- We offer one-on-one Tech Basics Coaching sessions at the library. Call 778-7323, ext 3 to sign up for the next available session. Bring your device with you and we will do our best to help you resolve any problems.