HOW TO USE PRESSREADER APP

You can use the PressReader app on Apple, Android, Windows or some Kindle Fire mobile devices (tablet, smart phone or app enabled laptop).

• Over 6000 worldwide newspapers and magazines (including 600 UK and Irish newspapers and magazines)
• Publications from over 100 countries in 60 languages
• Download 20 titles a day or unlimited streaming
• No WiFi at home? Visit your local library to download your paper to take away

Getting started

1. Install the **PressReader app** from your App Store –
https://care.pressreader.com/hc/en-us/articles/204520009-Download-the-Latest-App
NB. The Kindle Fire app is available from Amazon.com not the Kindle Fire App Store. It won't work on some Kindle Fires due to Amazon omitting software from some models. The app may appear on Amazon.com, but you might find that you are unable to install it.

2. Click on *Sign in* and on the gold *Library* card. Click in *Select Library or Group*, start to type *Edinburgh* and choose *Edinburgh Libraries*. Enter your library card number (in uppercase letters), your PIN and *Sign In*.

3. A *New User* box will open - to create an account that allows you to save articles and share stories, input your details and click *Agree*. If you do not wish to create an account, click on the Sign In back button at the top of the box and *Cancel*. Please note that if you didn't create an account, it will look like you haven't signed in, but you will have activated 30 days access to PressReader.

4. Click on *Select Publication* or on *Browse* to search for publications. The *Browse* option can be found on the black main menu bar (left-hand side of screen on tablet and bottom of the screen on a phone).

After 30 days you will need to reactivate your free access to PressReader (or it will ask you to pay for publications) - click on *Accounts*, click Sign Out and then *Sign in* to repeat the logging in process.

The following instructions are a general guide to using PressReader – you may find the app looks a little different on your own device.

5. Browse for publications by:

● Using the *Search Publications* box to look for specific titles
● Selecting the genre buttons such as *Newspapers, Magazines* or *United Kingdom* (you can ignore the *Free* category as all titles are free through library access). If you have selected the *Newspaper* or *Magazine* genre you can then use the *Countries* or *Language* option buttons to narrow your search
● Looking through the categories list (on the left-hand side on a tablet or click on *Categories* button at top of the screen on a phone) - choose the *News* category to access newspapers or the other genres for magazines
● Selecting titles from the various featured titles such as *Top Magazines*, *Recently Read* or the scrolling carousel

6. Click on the publication cover and then on *Open*. The publication will open ready for reading. Downloaded publications are saved on your device until you delete them and can be retrieved from the *Downloaded* button from the main menu bar. Hold your finger down on a cover and then select the rubbish bin button to delete a publication.

Navigating the newspaper

1. Swipe your finger towards the left to turn the page and spread two fingers on the screen to zoom in for closer reading

2. To read articles in text view rather than in newspaper layout tap on the title of the article

3. To close the publication, tap on the screen (not on an article title) and then use the back arrow in the top left-hand corner to shut the publication down

How to find back copies

Access the last three months of publications - click on the current issue and then on the date bar underneath the image. This will launch a calendar - select the date you wish to look at.

Search facility

1. To search for topics, open a publication, tap on the screen and tap on the magnifying glass in the top right-hand corner. Choose a previous search or click on *Advanced Search* NB. The search facility may not be available on phones

2. PressReader will search the last three days publications and display search results on screen. The *Advanced Search* option will become available on the left-hand side of the screen - click on this to re-run the search using a wider date range

3. Click on *Add to My Topics* for your search to be run every day and to populate the *For You* section available from the main menu.

Bookmarks

You can "bookmark" articles and save them in folders by holding your finger down on the article you want to bookmark and selecting *Save to Collection*. Add it to a collection you have already created or click on *Create New Collection* and then *Create*. Bookmarks are retrieved from the main menu bar

To translate publications & articles

Click on the three vertical circles in the top right corner and select *Translate* and *s*elect the language you'd like the article or publication translated into. NB. The translate facility may not be available on some phones.

Printing (Apple devices only)

You can print individual pages or selected areas. Hold your finger down on the article you want to print and select *More* and then *Print.* Choose *Print Page* or *Print Custom Area* and then click on the *Print* button.

N.B. If you try to download more than 20 titles in one day it will give you the cost of buying the additional titles. You can stream unlimited titles by switching to reading them at www.pressreader.com