



Instructions for using Hoopla on Desktop or Laptop computers



Hoopla is a collection of TV episodes, movies, music albums, audiobooks, comic books and ebooks. You can borrow a total of **10** items each month.

Loan periods:

- TV episode—3 days
- Movie—3 days
- Music album—7 days
- Audiobook—21 days
- Comic book—21 days
- Ebook – 21 days

How to setup Hoopla:

- 1) On your computer, open a web browser and go to **www.hoopladigital.com**
- 2) If you already have a Hoopla account, enter your username and password in the upper right; otherwise, click on "Get started today". Type in your e-mail address and create a password that is at least 8 characters long. Click on the blue "Agree" button,
- 3) Select our library [**Plainfield Public Library (IN)**] and click Next. Enter your Plainfield library card number and click "Sign Up".
- 4) After you are logged in, you will see sections across the top for My Hoopla, Browse, Search, Settings and Logout.

How to borrow a title:

- 1) Use either Browse or Search to find a title you want.
- 2) Click on the title to see its details. Click on the blue "Borrow" button to borrow it. After it borrows the title, click on the blue "Read" or "Play" button next to the title to begin using it.

How to return a title before it's due:

In the details for the title, click the gray "Return Now" button.

How to see what titles you have:

In the sections across the top of the page, click on My Hoopla, then click on "Currently Borrowed".