

HOW TO



App for iPad and iPhone

The *Flipster* app allows you to explore, download, and read magazines anytime on your iPhone, iPad, iPad mini, or iPad Pro.

Note: The *Flipster* App requires: iOS 10+

Finding Your Library

After downloading the app to your device, you must find your library before searching for magazines.

To find your library:

1. Open the *Flipster* app on your device.
2. Tap **Get Started**.
3. Tap **Allow** if you would like to enable the app to use your location to suggest libraries near you that offers *Flipster*. Otherwise, tap **Don't Allow** to manually search for libraries by using a library name, postal code, city, or state/province.
4. Tap the **Log In** button for your library.
5. Enter your library bar code and tap **Login**.

After logging in, you are taken to the **Explore** screen of the *Flipster* app, displaying the titles available from your library.

Searching for *Flipster* Magazines

To search for magazines in the app:

1. Tap the **Magnifying Glass** icon in the upper-right corner of the Explore screen.
2. Tap the search field and enter your keywords, such as title, publisher, or category. As you type, *Flipster* displays titles related to your keywords.
3. Tap the **Download icon** to download an issue to your device, or tap the cover to learn more about it.

Browsing *Flipster* Magazines

To browse magazines in the app:

1. Browse from the **All Magazines** area displayed.
- Or-**

Tap **Categories** in the upper-left corner of the Explore screen to select a particular category of magazines to display.

2. Tap the **Information icon** below the cover to learn more about a title, including a brief description as well as the available back issues.

3. Tap the **Download icon** for a title you would like to download.

My Shelf

The My Shelf screen of the *Flipster* app displays the issues you have downloaded to your device.

- When a title is downloaded, it appears in your library.
- Tap the **Sort** menu in the upper right-hand corner to view all magazines sorted alphabetically or by the most recently downloaded.

- Tap the **trash can** icon to delete a magazine from the app.

Reading an Issue

- Swipe your finger left or right to flip through pages of the magazine.
- Tap the icon in the upper right-hand corner to view the digital table of contents with links to each article.
- Tap the icon in the upper left-hand corner to read the magazine in full screen mode. Tap it again to exit full screen mode.
- Tap **My Shelf** to return to your library of magazines in the app.

Text View

- Tap **Text View** to read a text only version of an article with images and ads removed.
- When multiple articles appear on a page, you can select the text only version of a specific article from a drop-down menu.
- Tap **Page View** to return to the page view of the magazine.

FAQs

Q. Are back issues available from the app?

A. Yes. Back issues are available from the magazine detail screen. Tap the Information icon for a magazine to view and download the available back issues.

Q. Is there a limit of how many magazines I can download to the app?

A. No, you can download as many magazines as you'd like.

Q. Do the issues I download to the app expire?

A. Some select titles will expire and will need to be deleted from your device. These titles display an expired icon and appear grayed out when no longer available to read. Select weekly titles may expire in 2 days while select monthly or seasonal titles may expire in 7 days.

Q. After an issue expires, can I download it again?

A. Yes, simply return to the Explore Screen within the app and re-download the magazine.

Q. How do I delete an issue?

A. Tap on the **trash can** icon in the lower right corner of each magazine cover to delete it.

Q. What is the % number in the lower left corner of each cover image?

A. When you first download a magazine but haven't read any of the contents, you'll see a label in the lower left corner of each magazine cover. Once you begin reading the magazine, the label is removed and replaced with a % number that tracks how much of the magazine you've read.