

# HOW TO

Check out Music, Movies, and TV shows on your Mobile Device or Computer



Hoopla is a new digital service that allows Park Ridge Library card holders to check out digital music, movies and TV shows.

ITEM TYPE	LOAN PERIOD	<ul style="list-style-type: none"><li>• Items are always available</li><li>• No holds or waiting</li><li>• Limit 10 checkouts per library card per month</li></ul>
Movie	72 hours	
TV show	72 hours	
Music	1 week	
Audio Books	3 weeks	

Checkout period begins the moment you check out an item. Once the item has expired, it will automatically disappear from your device.

## Borrowing on your iPad, tablet or mobile device (Hoopla App)

- 1 Open the Apple Store or Google Play Store on your device.
- 2 Search for the free Hoopla Digital app. Press **Install** and **Accept**.
- 3 Once the app has been downloaded to your device, open the App by selecting the **Hoopla icon**.
- 4 If this is your first time logging in, touch **Sign Up** to create an account. Select **Agree** on the Terms & Conditions page.
- 5 Type in your library card number (21467...) The Library does not require a PIN so you can leave this field blank. Press **Submit**.
- 6 Enter your email and create a new password.
- 7 If you already have an account, select **Sign In** and enter your login.
- 8 Browse the categories listed or search for items by opening the menu on the left to reveal the Search box.
- 9 Select the item you want to check out.
- 10 Press **Borrow** at the top of your screen to checkout.

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## Borrowing using your computer

- 1 In the Internet browser, go to the Library's website at [www.parkridgelibrary.org](http://www.parkridgelibrary.org) and click **Downloadables** or visit [www.hoopladigital.com](http://www.hoopladigital.com) directly.
- 2 Click the **Sign Up** button on the top right of the screen.
- 3 Review the Terms & Conditions then scroll to the bottom of the screen to click on the **Agree** button.
- 4 Enter your email address, create a new password, and type in your library card number (2146700...) The Library does not require a PIN so you can leave this field blank.
- 5 Click **Register** to begin using Hoopla.
- 6 From the Library's Hoopla homepage, you can Browse or Search for items using the menu bar at the top of the screen.
- 7 Select the item you are interested in.
- 8 Click **Borrow**.
- 9 The title will be added to your My Titles area, and you will now also be able to view the title by clicking **Play**.
- 10 The first time you watch a movie or television program on your computer, a message will appear stating that Hoopla requires the Widevine Media Optimizer browser plugin. Click **Install Plugin** to add this free software to your computer and view the program.
- 11 Return to the Hoopla Digital window in your Internet Browser and the movie will begin to play automatically. To play, pause, or increase the screen size of the movie, hover the mouse over the bottom part of the screen and using the controls that appear.

**Note:** Once you check out an item, it is available on any device that has the Hoopla App installed, as long as you are logged in to your account.



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