## Instructions for accessing E-books at the QHS Library

## Access e-books through the <u>Quincy Sr. High School Library</u> card catalog:

- 1. Go to https://www.qps.org
- 2. Under the Our Schools tab.....select \_\_\_\_\_School
- 3. On the left hand side of the screen select the Library Card Catalog option
- 4. Select Login: (arrow 1)
- 5. <u>Username</u>: your child's ID number <u>Password</u>: (Students regular password used to access the district computers)
- 6. Select Follett Shelf (arrow 2)



Login

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the district library website at <u>qpslibrary.weebly.com</u>

- 7. Once you have logged into the Follett E-book shelf select the title you wish to view. You will be prompted to either open or check out the book.
- 8. Select one of the following options: **Open** to view the book, or **Checkout** to keep for the circulation period. If you check a title out you have the option with **Brytewave** to download the book to your device to enable access without wifi.

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- E-books will be displayed in a single column. Scroll continuously on the right hand side of the books to view all titles available.
- Narrow your search results by using the Filters on the left hand side of the screen. Select the **Subject** or **Series** search and choose **All**, this will give you a good overview of the e-books available.
- Ex. Series: Maze Runner, Author: Rick Riordan

Filter by: Availability Author Subject	Barbie a boo-tiful Halloween Man-Kong, Mary. ☐ Follett eBook Series: Random House pictureback book Published: 2013 Reading Level: 3.4 Interest Level: K-3 Lexile: AD 600	Open
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