Cal Young's AXIS 360 Digital Library

Thanks to the iT3 project for funding this pilot!

Find Cal Young's **Magic Wall** *of eBooks at*

http://4jcy.axis360.baker-taylor.com

Get started with Axis 360 and check out an eBook! (*Jan. 13, 2014*)

1. On your iPad, open the **green *axisReader* app** that is in the Books folder.

2. **Get to the Axis 360 library** by tapping on the **Find a Library** button on the lower right hand corner of the screen. **First time**, enter *Cal Young Middle School* in the search box, then tap the green plus sign to save it. Click on *Cal Young…*

3. You're at the Magic Wall. Notice the **down arrow** in the upper right corner. It gives you options to manage your account and to navigate to the Magic Wall:
    a. Magic Wall
    b. Browse by Subject (search fiction and nonfiction by subject area)
    c. My Account
    d. App Zone (axisReader is already downloaded to student iPads)
    e. My Lists (Items on Loan, Hold Queue, Wish List)
    f. Checkout List (Reserves items to be checked out within 15 minutes.)
    g. Items on Loan (Items checked out.)
    h. Hold Queue (Items being held for you.)
    i. Wish List (Add books to this list to remember what you want to read.)
    j. The icons on the bottom duplicate some of these choices.

4. **Find a book**:
    a. Browse the Magic Wall or search by keyword, title, or author.
    b. Scroll to the bottom of the screen and click the **Browse** icon to search for books within a specific subject area. (Ignore "juvenile"!)
    c. On the Magic Wall or Main Menu screens, scroll to the bottom and click **View Full Site**, the same view as laptops.
    d. On the left sidebar are **categories** created by Sam that use the subject areas of Axis360.
    e. **Full Site** includes **Staff Picks**, organized by Sam for Cal Young classes. Click **Staff Picks** and then select the subject area on the left sidebar.
    f. Search by title, author, or keyword on **VIA**. From an iPad, the Axis360 eBooks will automatically open with axisReader when you click on the title.

5. Select a single eBook, and notice under *Copies* if it is checked out, and if it is available. The mobile site identifies the book as "single checkout" or "unlimited." Most fiction eBooks are single checkout; most nonfiction eBooks are unlimited.

6. Find out about the eBook: Notice the bar with *Details*, *Reviews*, and *Similar Titles* (in the Mobile Site view; limited to titles in our digital library.) You can read reviews and also submit your own!

7. Interested in the eBook?
    a. IMPORTANT! **Select the PDF or the ePub version of the eBook,** highlighting it in blue. (For now, we're ignoring Blio.)

b. Want to check it out but keep browsing or set a time other than 21 days? Click *Add to Checkout* List.
c. Want to check out the book for 21 days? Click *Checkout Now*.
d. Want to save the title for later? Click *Add to Wish List*.

8. If you are in the **Full Site** view on an iPad, ignore the message about Adobe Digital Editions, which only applies to newer laptops and desktops. Click on **View Mobile Site** (bottom of screen) to return to axisReader.

9. Enter your **Library Card ID**: CY followed by your student number (ex. CY123456). Be sure that you capitalize CY.
10. Enter your **PIN**: your school password
   For **first time users**, a form will appear asking you again for your Library Card ID (CY+student number), PIN (your school password), Name (User: use your first and last name), Email Address (use an email address that you check regularly because the system will use it to notify you about holds.) Click **Register Now**.
   You only need to go through this process once! Go ahead and log in.

11. When you check out a book, a bar with *Download* will appear along with a sliding bar under *Time Remaining: 21 Days*. Adjust the time period, if you wish.
12. Click *Download*. The book will open in **axisReader**…

13. The **first time you login in to axisReader,** you will be asked to create an **Adobe ID**. It's free and simple, so go ahead and enter an Adobe ID and password. Suggestion: use your e-mail address for your Adobe ID and your school password as your Adobe password.

14. To navigate **axisReader**, tap the bottom or top of the screen to get options:
   a. *Now Reading*
   b. *Contents* (for the eBook's Table of Contents, linked)
   c. *Bookmarks* (to view bookmarks you have previously set)
   d. *Info* (*Expiration Date*, option to **Return Item** before due date)
15. When **Now Reading** is active, notice the options on the upper right:
   a. Search glass to *search* the eBook
   b. Settings wheel (adjust brightness, orientation, night mode, fit to width)
   c. Bookmark (For setting a *bookmark* and writing a *note*)
16. Options within the text (highlight, notes, etc.) seem to vary from eBook to eBook.

17. To **return a book early**, click *Info* and then *Return Item*.
18. To **return to the *Magic Wall***, tap the top or bottom of the screen and click on *My Bookshelf* on the upper left. At the bottom of your library screen, click on *Find a Library*, and then click on *Cal Young Middle School*.
19. From the *Magic Wall*, **return to your book my clicking *Now Reading***.

Note: To access Axis 360 on a newer computer, download *Adobe Digital Editions* (Find the *App Zone* link on the Magic Wall). It requires Mac OS X 10.8 or later, an Intel Core Duo, 512MB of RAM, 75MB on hard-disk.

Contact Sam with questions about accessing Axis 360 on other devices.
Please keep in mind that this product is new and new to us.
Let's help each other in this reading adventure!

Please also keep in mind that a library's ordering options with eBooks differ greatly from the options that are available to individuals. The publishers each set their licensing policy, making ordering problematic.
I tried my best to satisfy everyone's needs and wants for this digital library.   ~ Sam