

Using SimplyE: Find, Read, & Listen

Search, Browse, Sort, and Filter in SimplyE

Searching

Tap the search icon (magnifying glass) in the upper right corner. Type an author or title of a book in the search box and tap the *Search* button. A list of books matching your search criteria will be displayed.

Browsing

Tap *Catalog* to browse titles in the catalog. At any time, you can tap the cover of a book to read its description. Tap *Get* to download the book or tap *Reserve* to place a hold on a book if it is not available for immediate download.

In the main screen of the catalog, swipe to the right and left on the book covers to view titles for the respective category.

- Scroll up and down to view the different categories.
- Tap the category titles to view sub-categories or a list of all books in the respective category.
- Browse list of categories by scrolling up and down to browse the list of books.

Sorting

Navigate to a list of books in the catalog (such as "Adventure") or in *My Books* or *Reservations*. Tap the button next to *Sort By* to switch between *Author*, *Title*, *Recently Added*, and *Random*.

Filtering

Navigate to a list of books in the catalog (such as "Adventure"). You will see buttons that help you sort further, including *Availability* and *Sort By*. Tap the *Availability* button to filter by *Available Now*, *Yours to Keep*, or *All*.

Open and Read Ebooks in SimplyE

Navigation

- Tap *My Books* (or *Books*) and tap *Read* to open and read a book or listen to an audiobook you have checked out.
- To turn pages in an ebook, tap on the right or left edges of the screen.
- **For Apple iOS**
 - Tap the center of the screen to open the Navigation Bar; tap the Table of Contents, then tap on the section or chapter you would like to open.
 - To use bookmarks:
 - Tap the center of the screen; tap the bookmark icon – the icon should now be filled in.
 - Navigate to another page.
 - Tap the center of the screen to open the Navigation Bar; tap the Table of Contents; open the second tab to see bookmarks.
 - Tap the bookmark you just created.
 - Tap the back arrow in the top left corner to close the ebook.

▪ For Android

- Tap the Table of Contents button in the upper right corner to open the Table of Contents; tap on the section or chapter you would like to open.
- To use bookmarks:
 - Tap the bookmark icon; the icon should now be filled in.
 - Navigate to another page.
 - Tap the Table of Contents button and open the second tab to see bookmarks.
- Tap the bookmark you just created.
- Tap the back button on your device to close the ebook.

Manage and Return Ebooks in SimplyE

Ebooks that you checked out will be listed under the *My Books* (or *Books*) tab. *Ebooks* you have already downloaded will have a Read or Return button. If you borrowed the ebook using SimplyE from another device, it should be in your My Books (or Books) tab. If not, sync your device bookshelf by swiping downwards. Tap the Download button.

In the event of connectivity problems, books may fail to download. Try downloading again when you have a strong connection. If you borrowed an ebook using SimplyE on another device, and it is not in your My Books (or Books) tab, follow the instructions above to sync your bookshelf.

Be aware that ebooks downloaded outside of SimplyE (to a computer or different reading app) might not be available in SimplyE.

How to Return Ebooks

All digital titles are automatically returned to your library at the end of the lending period, so you never have to worry about late fees. If you'd like to return a title early, click on the title or cover of the book to open the description and select Return.

If an item is not on hold for another patron, when it expires, you can borrow and download it again.

“Yours to Keep” Ebooks

Public domain and Creative Commons-licensed ebooks can be found in the SimplyE Collection. Tap the icon in the upper left corner to toggle between your collections. These books are yours to keep.

Yours to Keep books will display only a Download button. There is no hold queue and no expiration date on these items. Tap the Download button to get the book. The button will change to Delete or Read once downloaded. The book will also show up in the list under the My Books (or Books) tab with a Read and a Delete button.

Adjust Fonts, Contrast, Text Size and Brightness in SimplyE

- For Apple IOS
 - Tap the center or bottom of the screen to bring up the Navigation Bar.
 - Tap the *Tt* (Reader Settings) button (second from the right of the top bar menu).
- For Android
 - Go to the Navigation Bar.
 - Tap the gear icon.

Adjust the font type by tapping one of three available settings:

- Serif
- Sans Serif
- Open Dyslexic
- Publisher Defaults (coming 2021)
- Tap the screen outside the control to close the control

Adjust the contrast by tapping on one of the three available combinations:

- White text on Black background
- Black text on Sepia background
- Black text on White background
- Tap the screen outside the control to close the control

To adjust text size:

- Tap the large *A* to make the text bigger or the smaller *A* to make the font smaller.
- Tap the screen outside the control to close the control.

To adjust brightness:

- Drag the slide control to adjust brightness to your preferred setting.
- Tap the screen outside the control to close the control.

Troubleshooting Guide

I got a message that “The download could not be completed.”

Check to make sure that:

- You are connected to the Internet.
- Your library account has not expired.
- If you checked out the ebook through the catalog or another ebook app, make sure that the title is not a Kindle ebook or other type of material.
- You have the latest version of the SimplyE app.

If you have already downloaded the ebook through another source, such as Libby or Overdrive by using a separate account with that service, you will not be able to open it in the SimplyE app. If you check out and download an ebook in another app, it will be locked to that app. You will not be able to download the ebook in SimplyE, even though the title appears on your list of checked out items.

If you still experience downloading issues, try deleting, downloading and reinstalling the app. If you are still having trouble, contact your library at ([contact information](#)).



Ebooks From Your Library To You



A book I downloaded has disappeared from my device

Just like physical books, all digital titles have a due date. In SimplyE, ebooks are automatically returned to the Library at the end of their lending periods, so you never have to worry about late fees. If you'd like to return a title early, select *Return* in your *My Books* section.

Can I use SimplyE if I don't have access to the Internet?

You will only need access to the Internet when you are installing the SimplyE app, when you are searching for an e book, or when you are downloading or returning an ebook. You do not need Internet access in order to read an ebook once it is downloaded. If you wish, you can log in by using the library wi-fi, download your ebooks there, then read elsewhere at your convenience.

Questions about how your books look on your device

- **Fonts Fail to Adjust in Certain Ebooks:** In most cases you will be able to change the font size, but certain digital book files are formatted in a way that prohibits the user from changing the font size.
- **Blank Pages When Advancing Chapters:** You may see blank pages after you finish a chapter in the SimplyE app. Please allow your device to load the chapter before advancing to the next page. If this does not solve the issue, close the ebook by selecting My Books and then select Read.
- **White Text on Black Background:** Some ebooks in our collection have been specifically formatted and may not permit you to change the background selection, keeping it white. You may see this if a book does not display correctly when you set the text to white and the background to black – the page will have white text over a white page. The best way to remedy this issue is to avoid using the black background option on this particular ebook.

I got an error message: "Adobe device activations reached" or "Too many device activations"

Contact the library to have your activations reset at libtechservices@desototexas.gov

Can I use SimplyE with my Kindle device?

Unfortunately, no. Amazon has not made the Kindle e-book devices or the Kindle Fire tablet compatible with SimplyE.

Can I use SimplyE to read ebooks across multiple apps?

If you check out and download an ebook in another app, it will be locked to that app. If you would like to read that ebook in the SimplyE app, return the item using the original app and borrow it again using SimplyE. Be aware that the ebook may be on hold for another patron, and you may have to wait for it to become available again.

How does the SimplyE app compare to the other app services?

With SimplyE, you can search ebooks from the library's collection, which includes those provided to libraries by other organizations like state libraries. You can also access the thousands of titles in the SimplyE Yours to Keep collection. SimplyE was designed by libraries for their communities so – unlike commercial reading apps – your usage is not tracked and your privacy is protected. When you choose SimplyE, you support public libraries and ensure equitable access to digital reading.