

## Westmeath County Library—Creating a Net Library Account

Netlibrary is a service offered by Westmeath County Library that will allow library members to download Audiobooks to your own computer, or mp3 player at home.

In order to use Net Library you must

- be a current member of Westmeath County Libraries.
- have your PIN, (if you do not already have this number please contact your library and ask a member of staff for help)
- have broadband in order to download the files

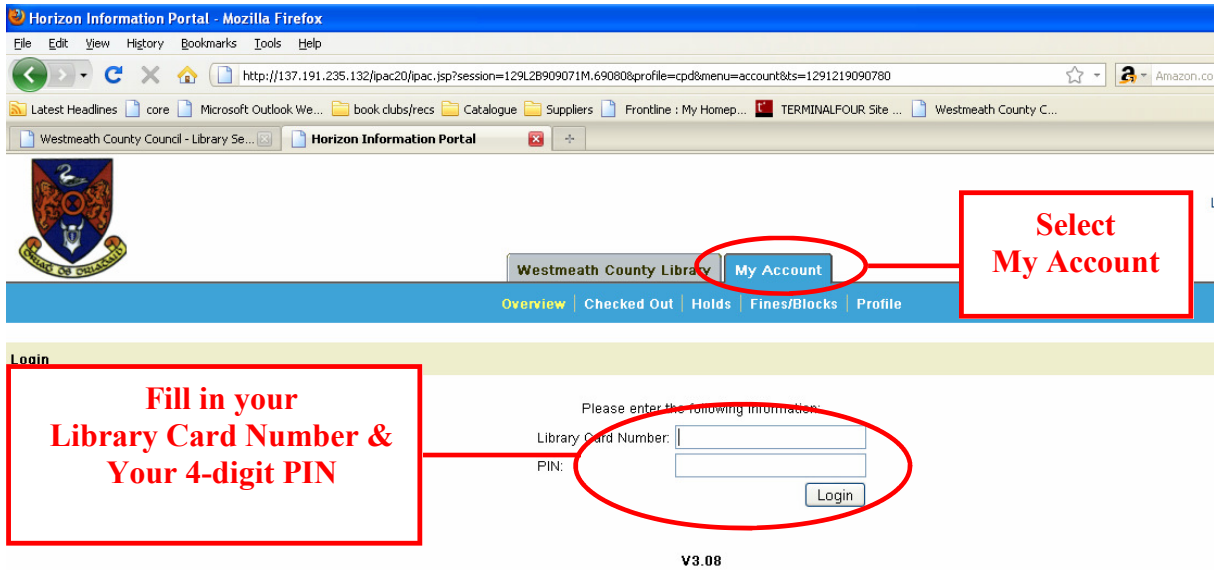
- 1) Go to: <http://www.westmeathcoco.ie/library>  
→ Click on “our online catalogue”

The screenshot shows the Westmeath County Council Online website. The main navigation bar includes links for Home, Our Services, Your Council, Contact Us, Find Us, News, and Online Payments. Below this is a search bar and a row of service icons: Services Directory, Library Service, Register of Electors, Planning, Motor Tax, and Transport Initiatives. The 'Library Service' section is active, with a breadcrumb trail: You are Here: Our Services > Tourism, Arts & Recreation > Library Service. The text in the 'Library Service' section reads: 'There are [seven Public Libraries](#) in Westmeath. We provide lending and reference services for adults and children, study space, computer facilities and an events programme throughout the year. Why not [search our online catalogue](#) today? We have a large selection of fiction and non-fiction books for adults and children, as well as large print and talking books, cds, DVDs and much much more.' A red box highlights the text 'Select our online catalogue' and a red circle highlights the link 'our online catalogue'. Other elements include 'Contact Us', 'Office Locations', and a 'Locate it' map.

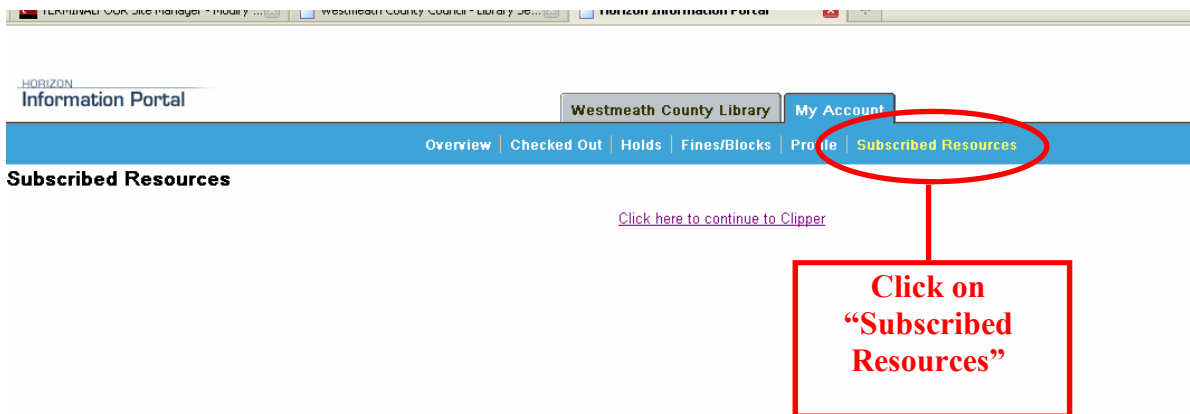
- 2) Select your local library, e.g. Castlepollard Branch Library.  
→ Look along the blue bar at the top of the screen, click on “My Account

The screenshot shows the Westmeath County Library online catalogue interface. The top navigation bar includes 'Westmeath County Library' and 'My Account'. Below this is a search bar with options for 'Basic', 'Advanced', 'Power', and 'History'. The text 'You're searching: Westmeath County Library' and 'Welcome to the Library's Online Catalogue.' is visible. A red box highlights the 'My Account' link in the top navigation bar, and another red box highlights the text 'Click on My Account'.

- 3) You will then be asked to enter your Library Card Number & your PIN  
 You will find your library card number on the back of your library card, underneath the barcode.  
 If you do not already have a PIN please contact a member of staff



- 4) Once logged in, click on “Subscribed Resources”  
 → You must then click on the link to “continue to Clipper”

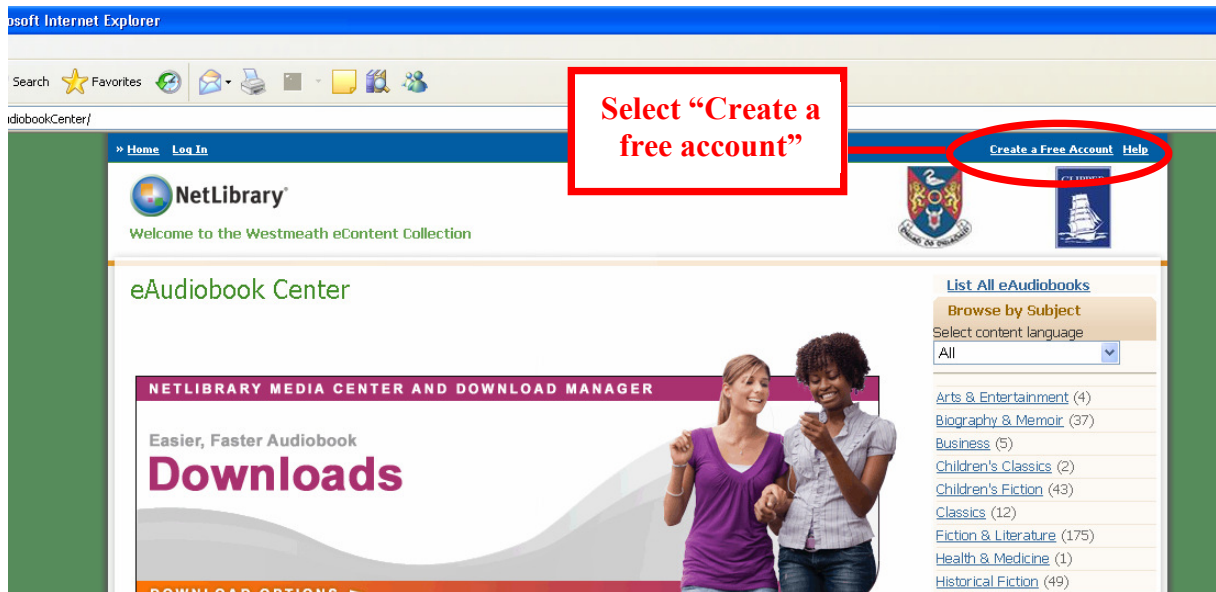


A new page will then load with a link to the NetLibrary, click on this link.



Click the back button in your browser to return to the Online Catalogue.  
 You may need to login again

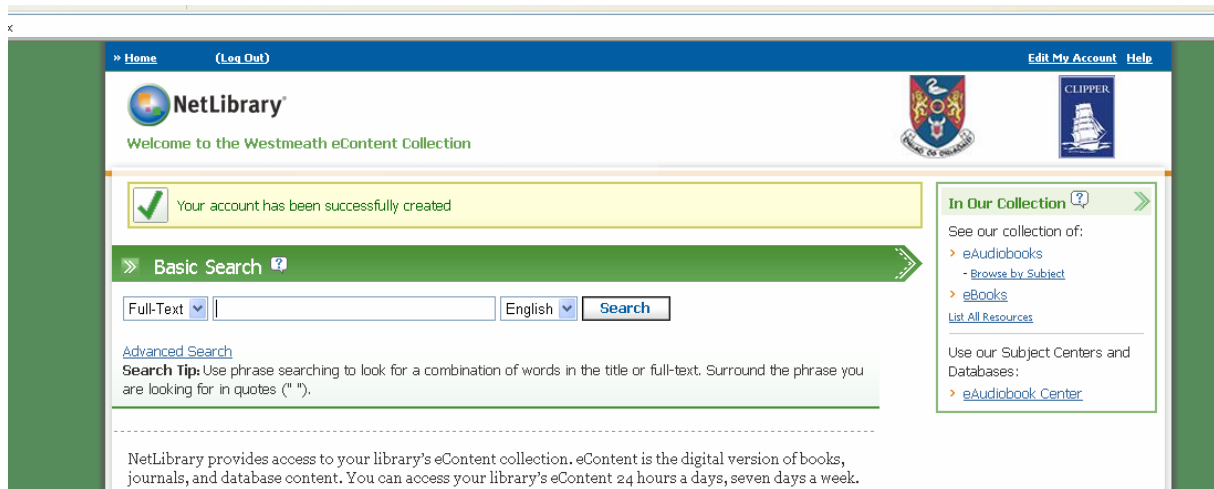
5) To create your NetLibrary account simply click on “Create a free account”



6) Fill out your details.

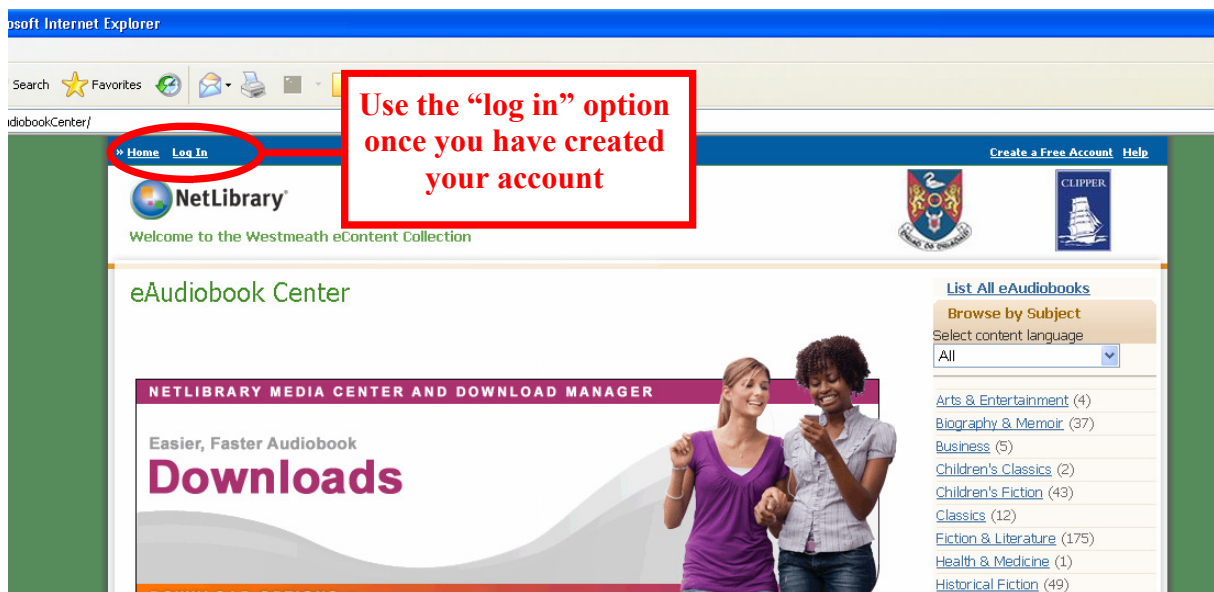
→ You may choose any name and password you wish. The security question & email are used by NetLibrary if you ever forget your password. When all the fields are filled in, click on “create account”

7) You will now see a message telling you your account has been created.



You can now begin to download eAudiobooks from the comfort of your own home.

Next time you wish to use NetLibrary simply go to the library catalogue, login as usual, and then click on “Subscribed Resources” Once more click through to the NetLibrary. (steps 1—4), instead of choosing to “create a new account” in step 5 simply click on “Log In”



**\*\* Please note; due to IT restrictions you should only use NetLibrary at home, library computers cannot be used due to restrictions on removable devices such as MP3 Players & USB memory keys \*\***