

Steps for Getting a Temporary Digital Public Library Card

A guide by [Mrs. Cartier](#)

1

Go to the OCPL website

2

Click on
Register
Now

Digital Library Card



OCPL is pleased to announce a temporary digital library card to provide you access to online content including downloadable and streaming ebooks, audiobooks, videos and music, online learning opportunities, and research databases.

Before You Register

- This is for anyone who **does not** already have a library card.
*** If you have a card, but cannot access the digital collections, please contact reference@onlib.org
- This is a temporary library card. To convert your temporary digital library card to a permanent library card when OCPL locations reopen, please visit one of our libraries.

*** IMPORTANT ***

After you register you will see your library card number [PACREG and numbers] displayed on the screen.

Please write down this ENTIRE letter/number combination down

[Register Now](#)

— [Click here](#)

Once you have registered, visit these pages to see our online collections.

[eBooks & More](#)

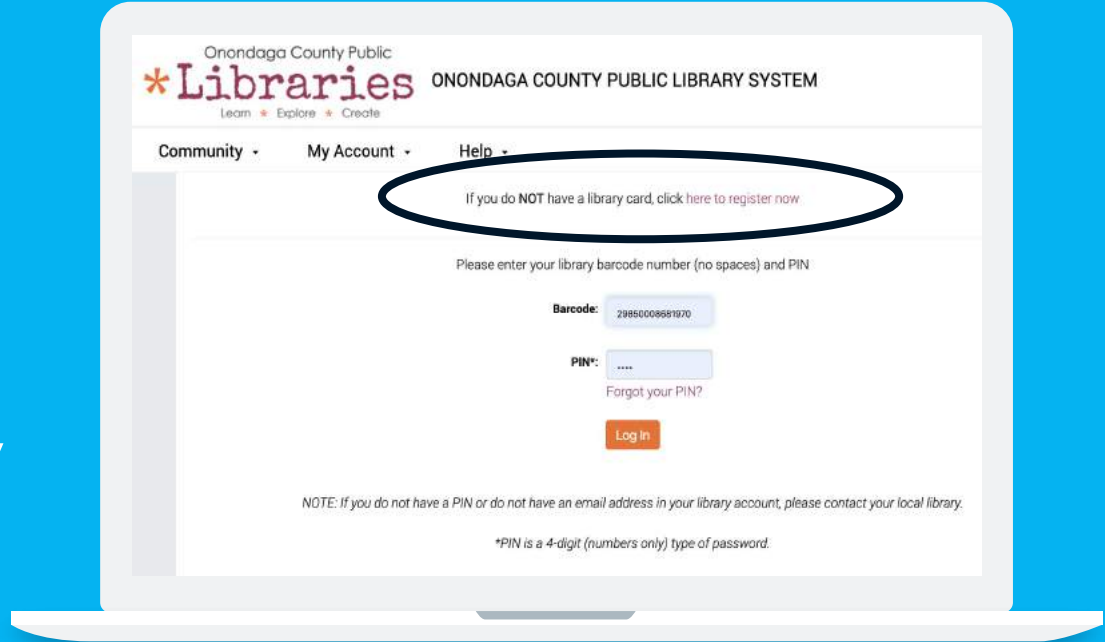
[Learning: Online](#)

[Research Databases](#)

For questions: reference@onlib.org

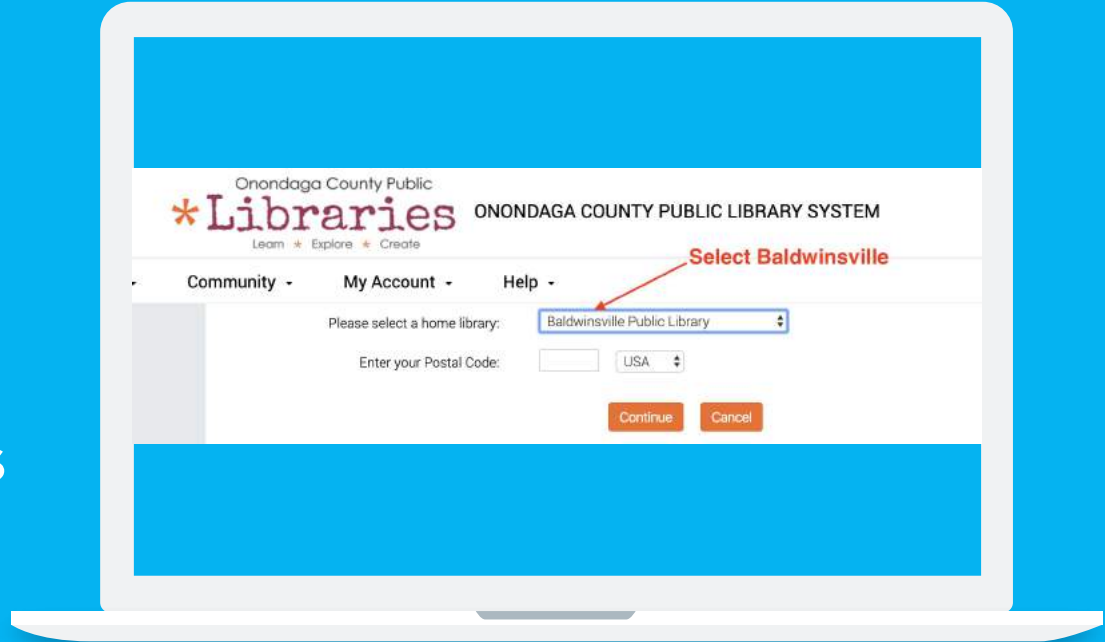
3

Click 'here to
register now'
without a library
card



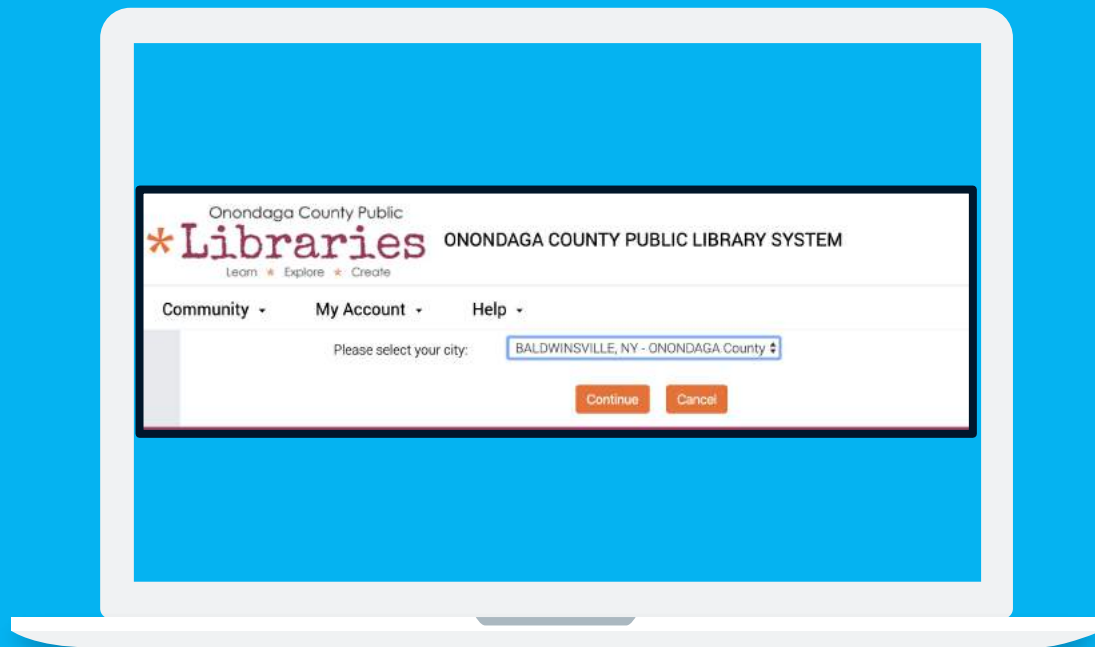
4

Select
Baldwinsville
Public Library as
your home
library



5

Select
Baldwinsville as
your city



6

Fill out the form
with your
personal
information

Onondaga County Public
***Libraries** ONONDAGA COUNTY PUBLIC LIBRARY SYSTEM
Learn * Explore * Create

Community ▾ My Account ▾ Help ▾

Please fill in the fields on this form and click Submit to register. Your online registration will be forwarded to the library. You can pick up your library card at the branch you specify in the form when you take in two forms of acceptable ID.

Personal Information:

First name:* Middle name: Last name:*

Gender: N/A Female Male Birth date: MM DD YYYY

Address Information

Street 1:* Street 2:

City/Town: **BALDWINVILLE** State/Province: **NY**

Zip: **13027** - Registered at: **Baldwinsville Public Library**

Contact Information

Email address: Alt. E-mail Address:

Phone 1 (include "1-" if long distance from Syracuse, NY) -- Phone 2 (include "1-" if long distance from Syracuse, NY) --

7

Set a four digit
PIN to access
your library
account

FINRA: 0

Preferences:

My preference for receiving library notices:
Email Address

Phone number for TXT messages: (None)

Carrier: <Select a carrier>

E-receipts: (None)

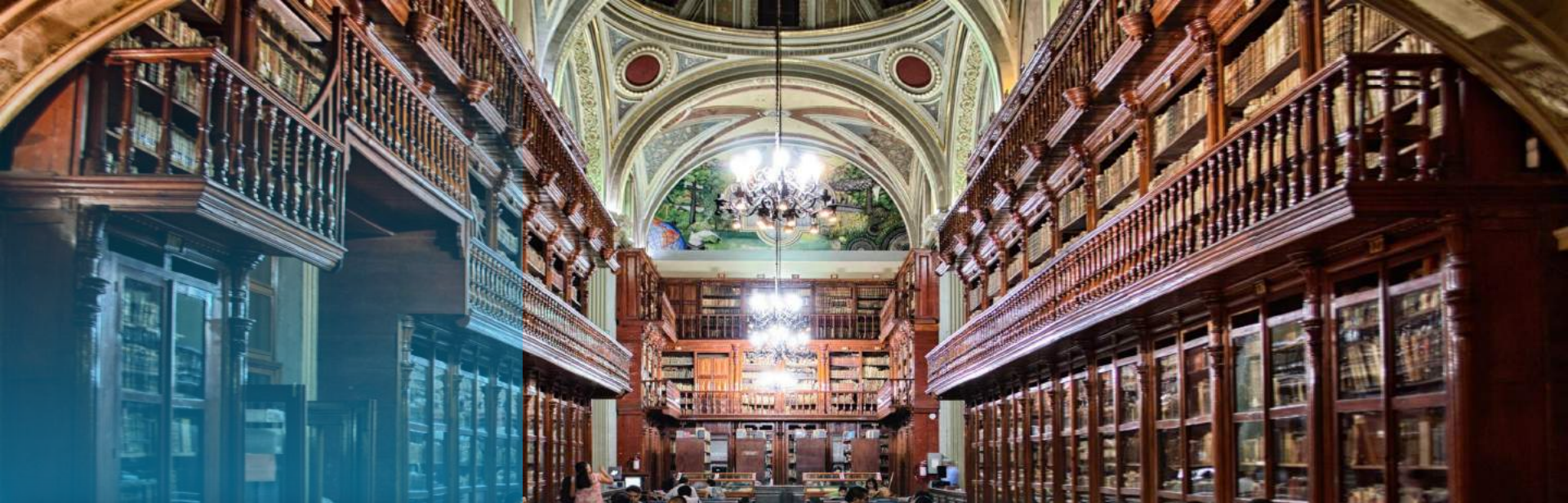
Logon information:

PIN:*

Repeat PIN to verify:*

Submit Cancel


Note: PINs are specialized passwords consisting of a four digit number. This style password is required to access downloadable audiobooks. You also use this PIN to access your library account.



**Then you will see a
confirmation screen with your
temporary barcode.
Write this down!**

Then download the free
Libby app on your
phone to access the
Onondaga County
Public Library collection

Meet Libby.




Did you know your local library has thousands of ebooks and audiobooks? You can borrow them, instantly, for free, using just the device in your hand.

Get the app for your phone or tablet!

Download on the App Store

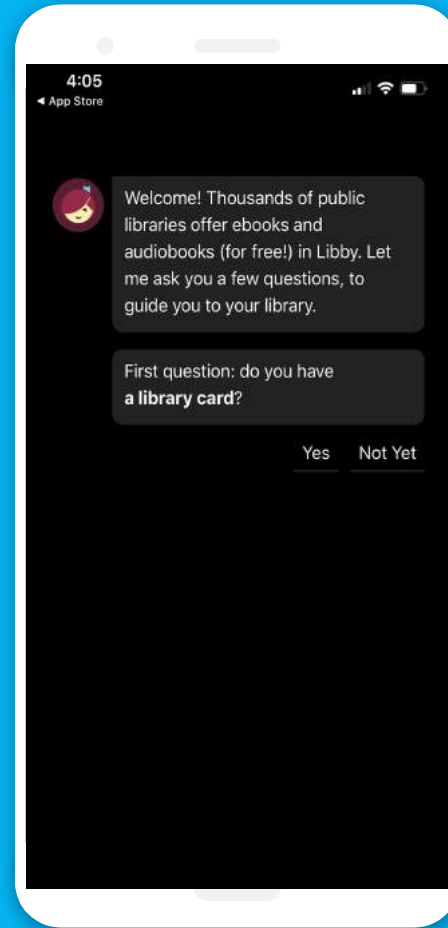
GET IT ON Google Play



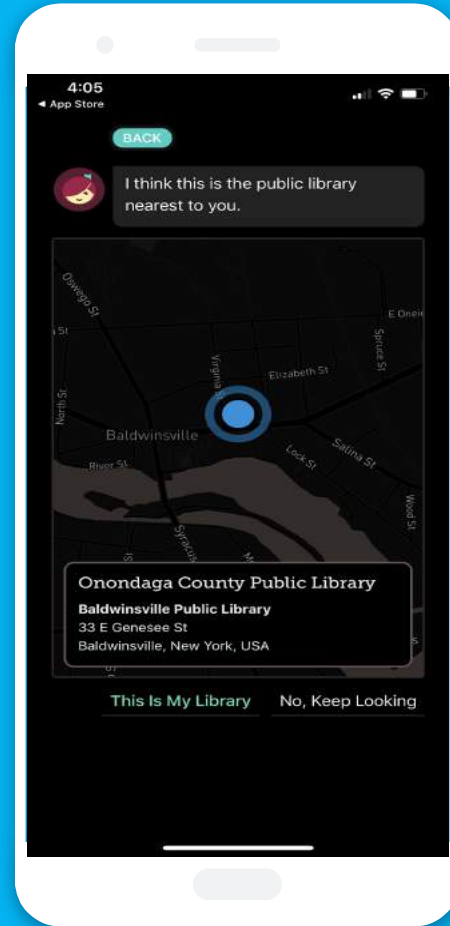
The image shows a smartphone displaying the Libby app interface. At the top, there is a search bar with the text "Search...". Below the search bar, the text "PUBLIC LIBRARY" is displayed. Underneath, there are two tabs: "Preferences" and "Actions". The main content area shows "New York Times Bestsellers" with two book covers: "Ever, Nowhere" and "Colosseum". At the bottom of the screen, there are two icons: "Library" and "Shelf". A circular "TRY" button is located at the very bottom of the phone's display.

Open **Libby** and tap your answer to the onscreen question

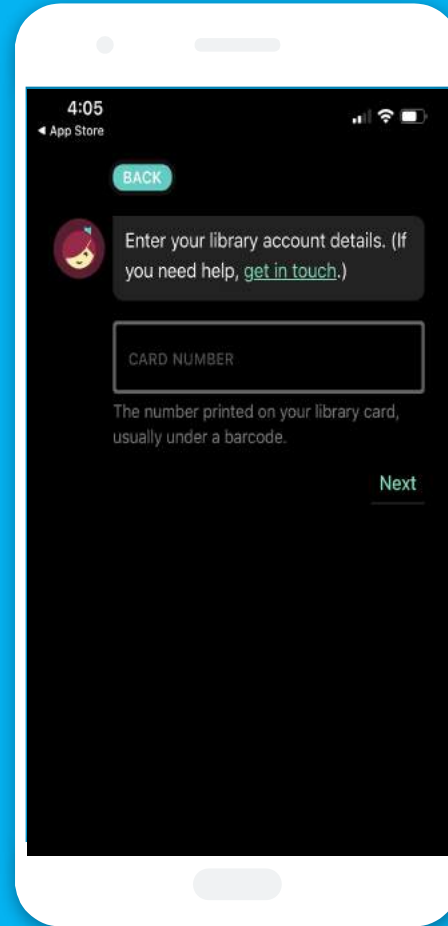
(You should tap 'Yes' here)



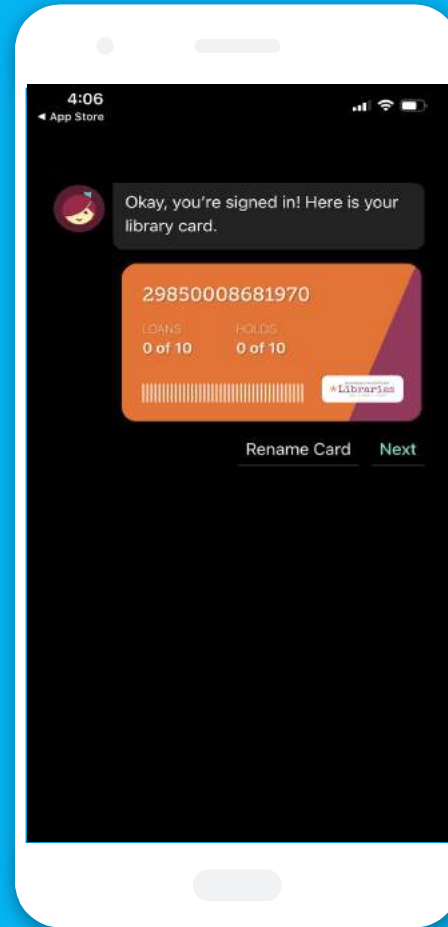
Next, **Libby** will want to know what public library you are using. You can tap your current location to find OCPL.



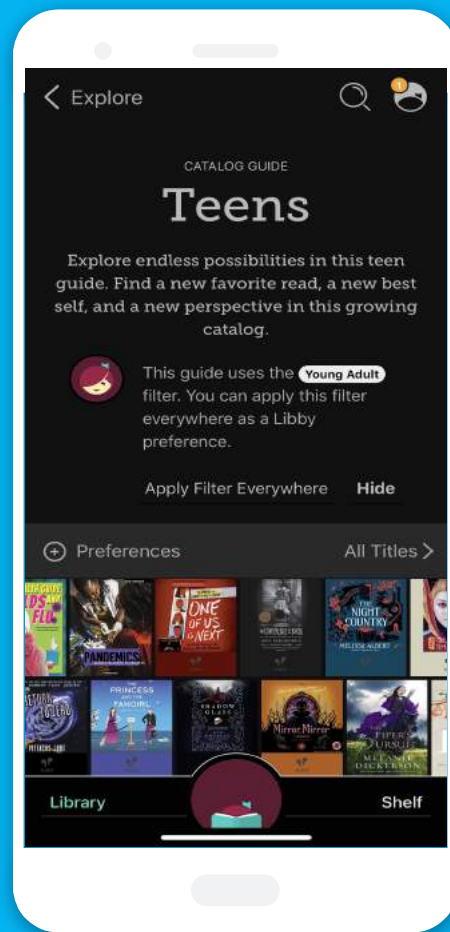
Then enter your library account details. This will consist of your library card number and PIN.



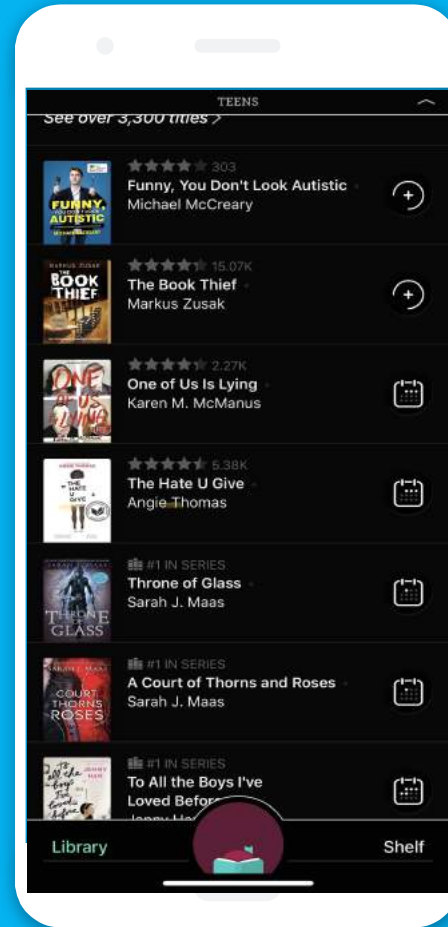
You will receive a sign in confirmation and a picture of your card. Click next.



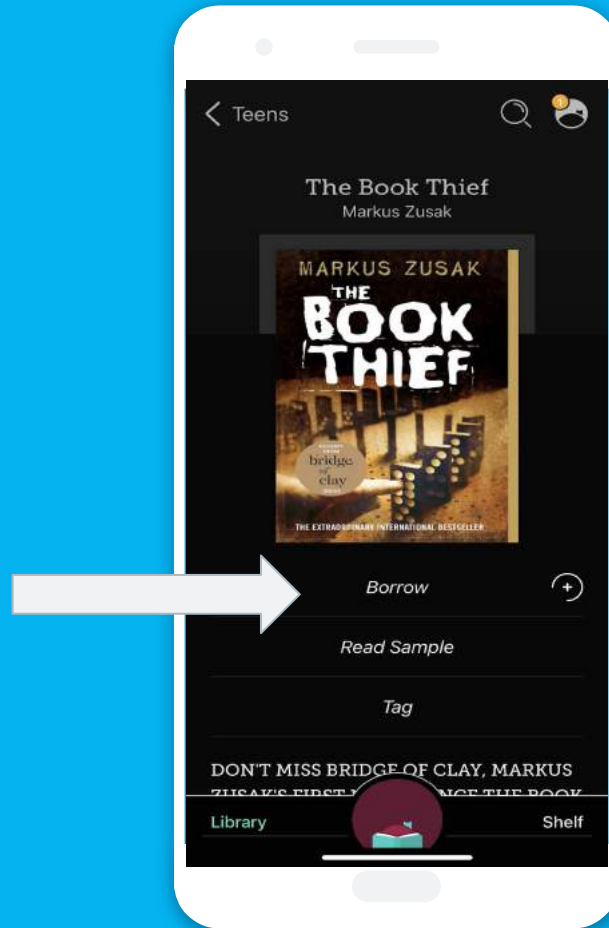
Then use the catalog guide to access the content you want!



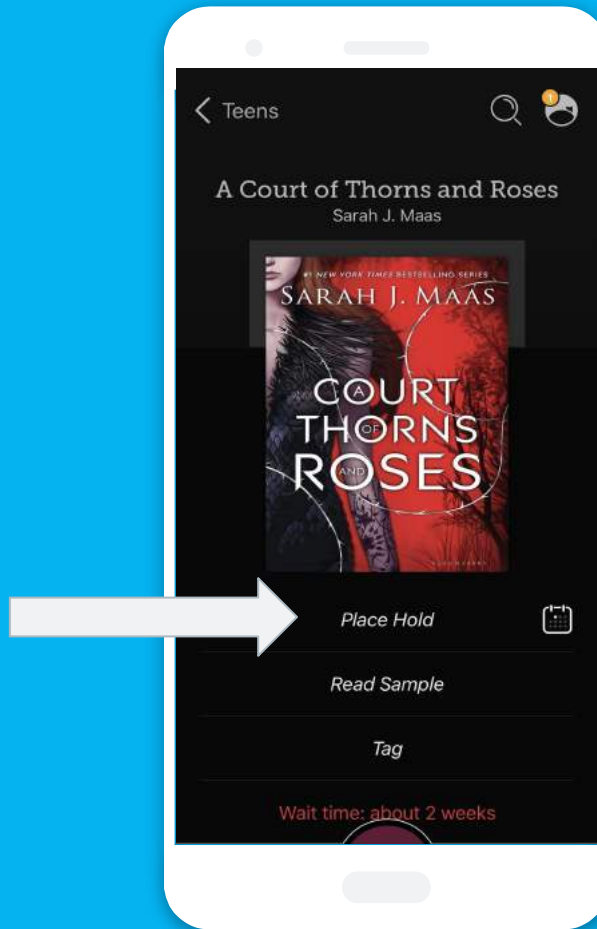
Tap the book that you want to borrow.



Then tap the borrow button.

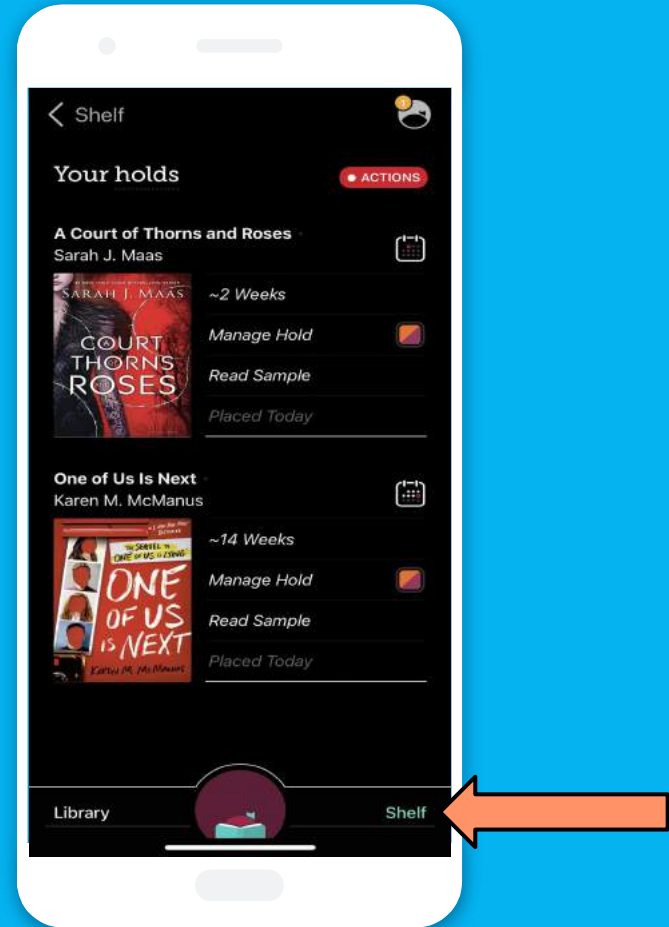


To place a book on hold,
tap the **Place Hold**
button.



Tapping Shelf allows you to see your loans and holds.

Placing a book on hold does not mean that you automatically receive the book when it's your turn. You will need to borrow it.



Contact
information

Mrs. Cartier

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www.bakerlibrary.org