

# How to borrow an eAudiobook using Bolinda Computer User Guide

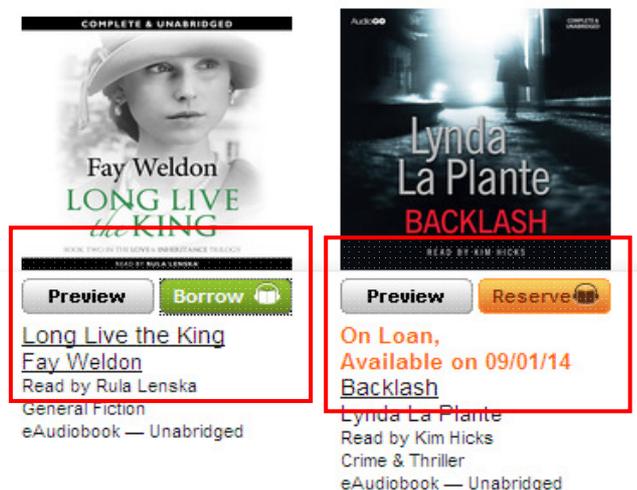
Before you begin, you will need:

- Your library card number and PIN
- An email address

1. Open your Internet browser and go to the Lake Mac Libraries website at [library.lakemac.com.au](http://library.lakemac.com.au). Click on the **eCollections** tab at the top of the page and from the dropdown list (or left side of the screen), select **eAudiobooks**. From the eAudiobooks page, select **Bolinda eAudiobooks** to be taken to the Bolinda collection.
2. Search through our titles by using the general search bar or advanced search option. Alternatively, select the **eAudiobooks** tab and select a subject or category to browse.



3. When you have found a title you would like to borrow, you have the option to **Preview** or **Borrow**. If the title is currently on loan, then you will only have the option to Preview or Reserve. **Preview** will allow you to sample the audiobook before you loan it. **Reserve** will allow you to reserve the item and be notified upon its return. **Borrow** will add the item to your account. The loan period is for 2 weeks and will automatically be removed from your account at the due date. You have the option to renew each title once as long as no one else has placed a reserve on it. Your title can not be returned earlier than the due date.



4. Once you have clicked **Borrow**, you need to **Sign in** with your library card number and PIN. Your PIN is usually set to the last four numbers of your phone number, unless you chose something different upon sign up. If you are unsure of your PIN contact your local [library branch](#).



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Sign In

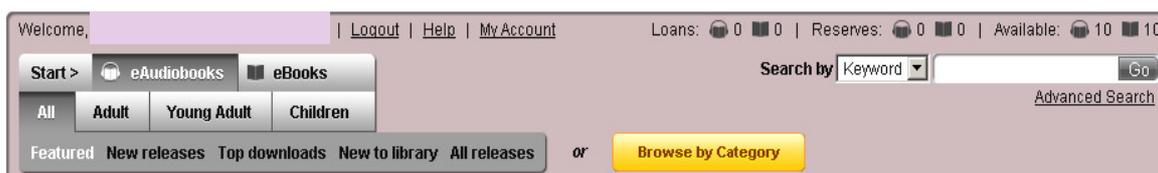
Library Card Number:  Your Library Card Number.

PIN:  Your Library PIN.

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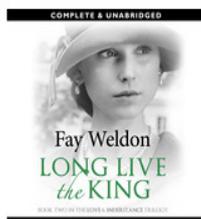
5. The next screen will ask you to confirm your audiobook loan. If you are sure you would like to borrow this title click **Confirm eAudiobook Loan**. If you have changed your mind click **Cancel**. This screen also shows you important information such as the length of the loan period, and how many loans you have remaining. You have a limit of 10 loans at one time.



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Long Live the King  
by Fay Weldon

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Loan Period: 14 days

\* After confirming your loan your title will be available for download immediately, either from your web browser or your BorrowBox mobile app. For more information about the BorrowBox mobile app please visit the

[Cancel](#)



7. From here you have four options:

1. If you have a portable device that uses apps such as a smart phone or tablet you can download the BorrowBox app by visiting the Google Play Store or Apple App Store. You can use the app to listen and organise your audiobooks. For more on using this app, refer to the [BorrowBox App user guide](#).
2. If you do not have a device capable of using the BorrowBox app, you can download the file and listen to it on your computer or transfer it to your portable device via a USB cable.
3. The next option is to download the audiobook to your computer, the same way as above, however this can be done in parts. This is usually a quicker download and allows you to listen to separate parts of the audiobook.
4. The last option is to continue browsing Bolinda's eAudiobook collection and download the file at a later time.



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Long Live the King  
by Fay Weldon

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Already synced. The title will appear automatically in your list of current loans in the BorrowBox mobile app. Don't have the mobile app yet? Get it now from the [Apple App Store](#) or [Google Play Store](#).

2 [Download complete eAudiobook](#) (433.8MB)

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8. If you have decided to download the file to your computer, select your preferred download method - in parts or as a whole - and click the appropriate link. Once you have selected your download method, a small percentage box will appear as Bolinda prepares for you to download the file.

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by John Flanagan



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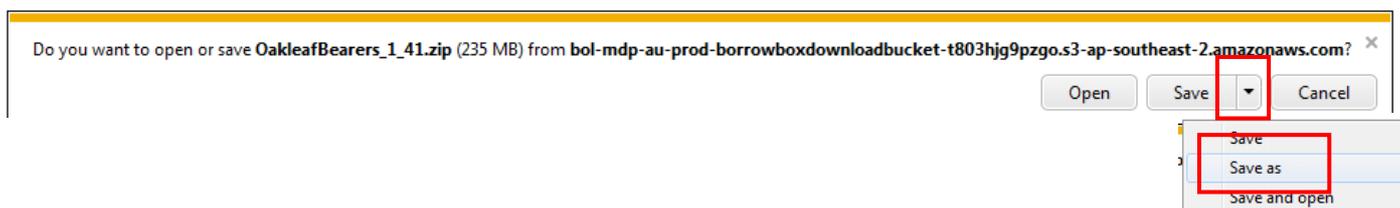
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Part 1 ready for download. Click [here](#) if download doesn't start automatically.



9. When the box reaches 100% your file is ready to download and another box will appear on the bottom of your screen. This box is your computer asking what you would like to do with the file. Click on the down arrow, next to the save option and select **save as** from the drop down menu.



10. Select an appropriate destination or folder on your computer to save the file to and click **Save**.
11. The file will then begin downloading to your computer and the bar at the bottom of your screen will display the percentage of your completed download, as well as the estimated time if will take to complete.



12. Once the download has reached 100% the file is now saved to your computer. Begin listening on your computer by selecting **open** or enjoy on a device by using a USB cord to transfer the saved file.



# FREQUENTLY ASKED QUESTIONS

## How to borrow and download an eAudiobook using Bolinda



**Lake Mac  
Libraries**

### 1. How many audiobooks can I borrow?

You can have up to 10 items on loan at one time.

### 2. How long can I have the audiobooks for?

Loans are for a two week period.

### 3. Can I return an audiobook before its due date?

No. The audiobook is removed from your account once it has reached its expiry date.

### 4. Can I renew an Audiobook?

Yes. If no one has reserved the item you can renew each item once.

### 5. What can I listen to an Audiobook on?

Once you have downloaded the file to your computer you can then transfer it to any device that supports MP3 format, such as a MP3 player, smart phone or tablet. If you are using the BorrowBox app you can download to the title straight to your device and begin listening.

### 6. Why is the download taking so long?

Depending on your computer and internet connection speed, downloads may take a few minutes.

### 7. I cant find my Audiobook

When selecting a place to save your audiobook, it's a good idea to note where you have saved it to. You could also save it somewhere easy to access such as your desktop to make it easier to find.

**For further help and support, click on the [Help](#) page,  
located on the Bolinda website, or contact your local library branch**



You are here: Start

#### Healthy Mind, Healthy Body

