Library eCards!

Carnegie Public Library

eCard Features





- Access to Libby & OverDrive
- Access to library databases such as WorldBook and Explora
- No fines or fees!
- Can always upgrade later





Things to Keep in Mind...

 You cannot use an eCard to checkout physical library books or DVDs

 You can upgrade your eCard to a regular library card later

To Upgrade your Card...

Stop into the library with your parent or guardian.

 Parent or guardian will need to have their ID and proof of current address. Already have a Library Card?

 Great! You can use that to access electronic library materials, too! Just make sure you know your library card number and PIN.

How to Apply for an eCard

- 1. Go to cplwcho.org.
- 2. Click on "Catalog".
- 3. Click "Apply for an eCard".



Make sure you & your parent or guardian read the information at the top of the page first!

Apply for an eCard Carnegie Pul × +		
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Apply for an eCard		
PLEASE NOTE: This application is for eResource cards only. If you need a card for phsycial materials or to replace your library card, please visit the Circulation Desk during business hours. (Note: eResource Card may be upgraded to a new borrow card for physical materials at a later date.)		
All applicants must be residents of Ohio.		
This application is a CONTRACT , so read it carefully. Complete and submit this form, and bring your photo ID and proof of current address to the Circulation Desk to upgrade to a new borrower card.		
We will contact you via email with your eResource Card Number & Pin. Question regarding our eBook Catalog & other eResources can be made at https://cplwcho.org/contact.		
Borrower's Agreement		
I will:		
Be financially responsible for material borrowed with this card.		
Inform the library if my residence or email address changes.		
 Monitor the material my child selects and checks out on this card. 		
Pay all fees for the loss of or damage to materials borrowed with this card	•	

Next, fill out the application.

- Please include parent or guardians name in the "Additional street address" field. 1.
- 2. "Primary phone number" can be either the students or parent/guardians phone number. This is up to parent or guardians discretion!

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	First name *	•
	Middle initial *	
	Last name *	
	Street address *	
	Please abbreviate the street type, e.g., 123 Main St.	
	Additional street address	
	Please abbreviate the street type, e.g., 123 Main St.	
	City *	
	Please use full city name e.g. Columbus	
	Zin code *	
	Primary phone number *	

Finally, finish the application and click "Submit".

1. If you decide to use the students phone number as the "**Primary phone number**", please include parent/guardians phone number as the "**Secondary phone number**".

2. Remember, you will need to know your "**PIN**" to use digital resources. You can create your own, or we will give you one.

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	Secondary phone number	
	Include area code	
	Texts should be sent to the:	
	Primary phone	
	 Secondary phone 	
	Date of birth *	
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	PIN	
	Email address	
	Customers may receive emails about their library account and other library news.	
	Notification preference *	
	- Select -	
	Please select your preferred method of notification for reserved library materials.	
	Submit	

• After you click "**Submit**", you're all done!

• We will contact you with your **eCard number** and **PIN** after we have received and processed your application.

How to Use your Ecard!

- eCards give you access to all of the library's digital resources, including...
 - eBooks
 - Audiobooks
 - Magazines
 - Movies
 - Research Databases
- Remember! You will need your library eCard number and PIN to access these resources!

To learn more about library apps for eBooks and audiobooks...

- 1. Go to cplwcho.org.
- 2. Click on "Catalog".
- 3. Click on "Library apps".



The **SEO Libraries App** lets you manage your library card and search for eBooks & audiobooks.

Use Libby and OverDrive to check out eBooks, audiobooks, magazines & movies!

Your eCard gives you access to a ton of digital resources perfect for homework help and research for school projects!

To find the library's digital resources...

- 1. Go to cplwcho.org.
- 2. Click on "Find Information".
- 3. Click on "Premium Research Databases".

Research Databases

- American and English Literature
- Biography Reference Bank
- Explora Secondary Schools
- Literary Reference Center
- Master File Premier
- Novelist Plus

- Oxford Research Encyclopedias
- Points of View Reference Center
- Science Online: Facts on File
- Science Reference Center
- SuperSummary
- World Book Online

To use a digital resource from the library...

- 1. Click "Use this resource".
- 2. Enter your eCard or library card number.
- 3. Enter your **PIN** if the resource requests it.
- 4. That's it!

You can also check out the **Ohio Web Library** for more digital resources!

- 1. Go to OhioWebLibrary.org.
- 2. Click on the name of the resource you'd like to use.
- 3. Enter your eCard or library card number.
- 4. Enter your **PIN** if the resource requests it!

up articles and facts for research papers or homework.