

### **Digital Collection - Update Library Card Number**

Some platforms re-link your card automatically. If you use the platforms listed below, follow the instructions to update your card. Questions? Please contact <u>digitalservices@balibrary.org</u>

- 1. BALibrary App
- 2. Hoopla
- 3. Kanopy
- 4. PressReader

## **BALibrary App**

- 1. Open the BALibrary app and tap Account (lower right corner).
- 2. Tap Manage Accounts
- 3. Tap Remove for the account you would like to update.
- 4. Tap Add a Library Card.
- 5. Enter your barcode and PIN number, then tap Validate.

## Hoopla

Please update the card number from the Hoopla app. This allows the change to take effect across all devices (web + apps).

- 1. Open the hoopla app and tap on Settings (gear upper right).
- 2. Tap Library Settings.
- 3. Update Library Card Number, Pin and tap Save Library Settings.

# Kanopy

Please update your card number from a web browser.

- 1. Open Kanopy in a web browser and hover over the account name in the upper right corner.
- 2. Click My Account.
- 3. Click on My Libraries (top middle tab),
- 4. Click the three horizontal dots to Edit.
- 5. Enter the Library card number and click Save.

#### PressReader

- 1. Open the PressReader app and tap on More (lower right corner)
- 2. Tap Accounts
- 3. Tap the account name that needs to be updated
- 4. Tap Library, then Unlink Account
- 5. Tap Library and re-link the card by searching for Barrington Area Library and entering the new credentials.