



# myLIBRO

# USER GUIDE

*Voice-enabled solutions linking  
libraries and patrons.*

## GETTING STARTED



GET IT ON  
**Google Play**



Download on the  
**App Store**

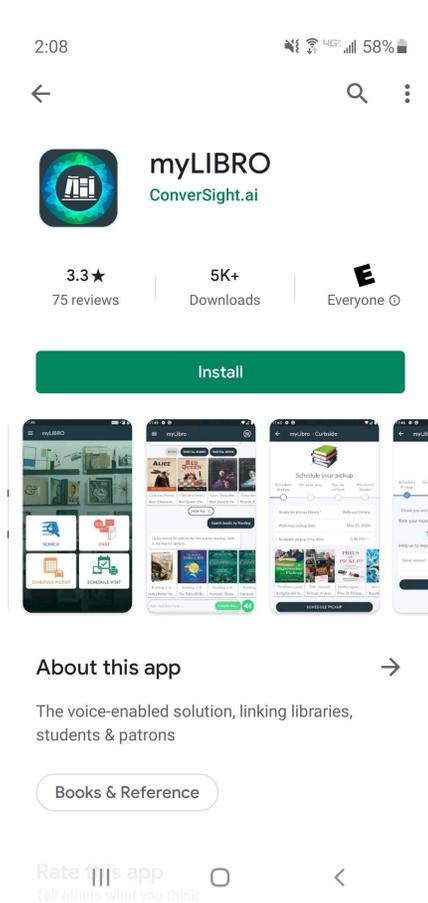
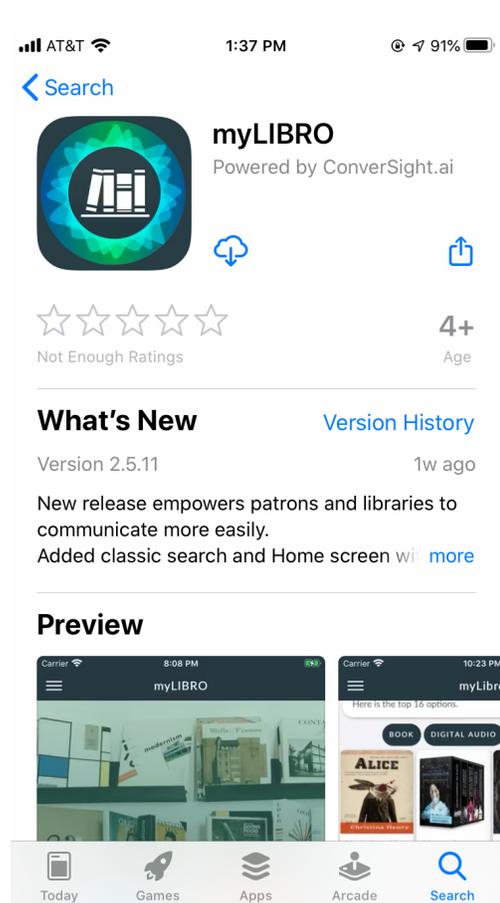
## Table of Contents

I.Installation.....	2
II.Sign Up Page.....	3
III.Sign-In Page.....	4
IV.Main Menu.....	4
a.    Profile.....	5
i.Manage Patron	
ii.Switch Account	
iii.Delete Account	
b.    Settings.....	5
i.Alexa	
1.    Alexa Auth Code	
ii.Voice	
1.    Read Chat Response	
2.    myLIBRO Voice	
iii.Chat	
1.    Delete Chat History	
c.    Quick Help.....	6
V.Search.....	6
VI. Chat.....	7
VII. Schedule Pickup.....	10
VIII.Schedule In-Library Visit.....	11

## myLIBRO – Your Library, Voice and Chat Enabled

### Installation

- Search for “myLIBRO” on the Play Store (Android) or the App Store (iOS).
- Install or download the app to your device, see figures 1.a and 1.b. You can also scan the QR code to install myLIBRO.

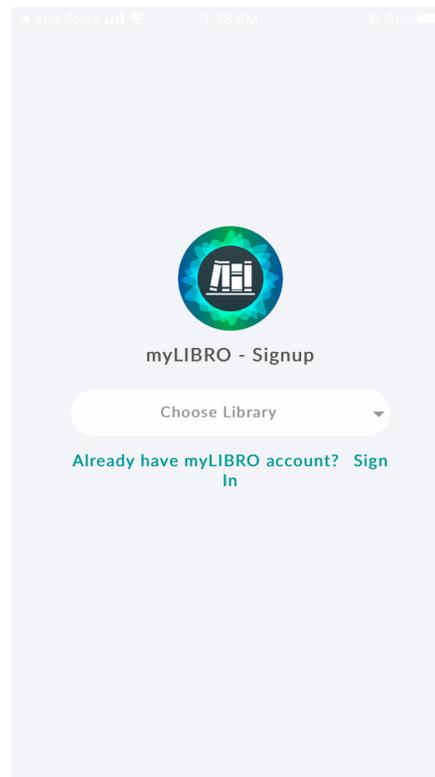
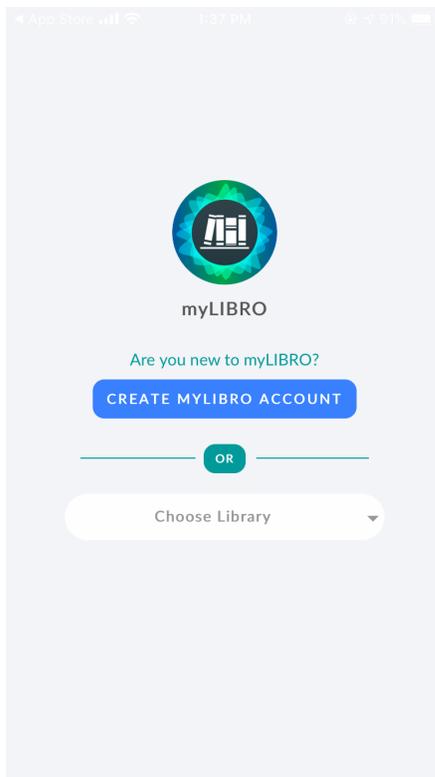
**Fig 1.a**

**Fig 1.b**


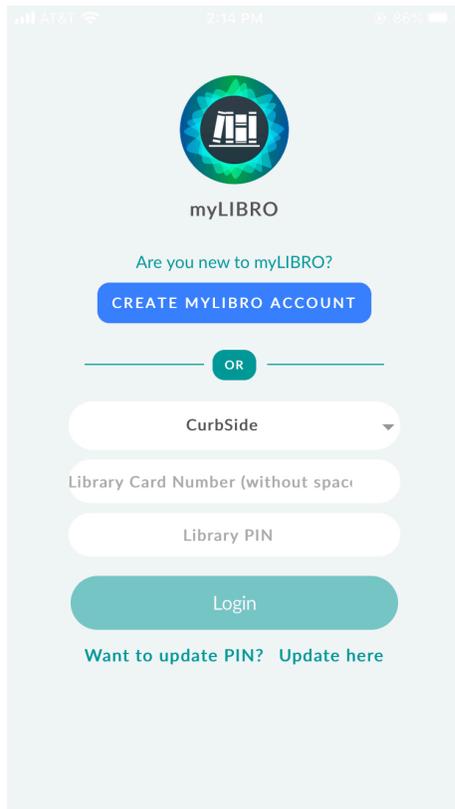
**Sign Up Page:**

Open the myLIBRO App and select the **Create myLIBRO Account** button.

- Choose Library
- Profile Name
- Choose Age Group
- Email ID
- Library Card Number
- Library PIN

Once you are Logged In, you can access your library using Voice Mode or Chat Mode.



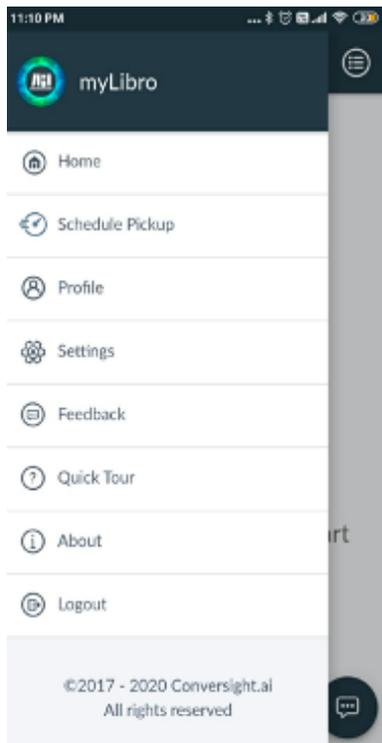


### Sign-In Page:

Open the myLIBRO. This will take you to the Sign-In screen. Fill in the following details and Login.

- Choose Library
- Library Card Number
- Library PIN

*You will use this option if you log out of your myLIBRO app and need to log back in again.*



### Menu Options:

Tap on the three vertical lines in the top left-hand corner. This will open the following options.

#### Home

Returns you to the app landing screen.

#### Feedback

Submit suggestions to improve the app experience.

#### Quick Help

Provides instructions/Tutorial Videos to access Library via Alexa Skill and Text-Chat.

#### About

App version, privacy policy, and terms of service.

#### Logout

Logout of the myLIBRO app.



Hold and Pickup Location  
**None**  
 Library ID  
**2001030001**



**SUB PATRONS**

You don't have any sub-patron(s) added yet. Tap below button to add sub-patron



**Alexa**

 **Alexa auth code**  
 Generate auth code to work with Alexa device

**Voice**

 **Read chat response**  
 Enable or disable reading chat response

 **Libro voice**  
 Range of voices to read chat respon... Sarah ▾

**Chat**

 **Delete chat history**  
 Clean up chat history from device storage

**Profile:**

**Manage Patron**

Displays the details of the active profile. From here you can add more accounts, called a sub-patron, and switch users. From the icons at the top of the screen:

- Tap the left/right arrows to switch.
- Tap the three vertical dots to delete the active profile.

Tap the ADD PATRON button at the bottom under Sub Patrons to add sub patrons.

**Delete Account**

Deletes all profiles.

**Settings:**

**Alexa Authentication Code**

If you'd like to use myLIBRO on an **Alexa device**, you'll need to enable the Alexa myLIBRO skill. If you need a new code, you can generate it here.

**Read Chat Response**

Enables or disables reading chat response

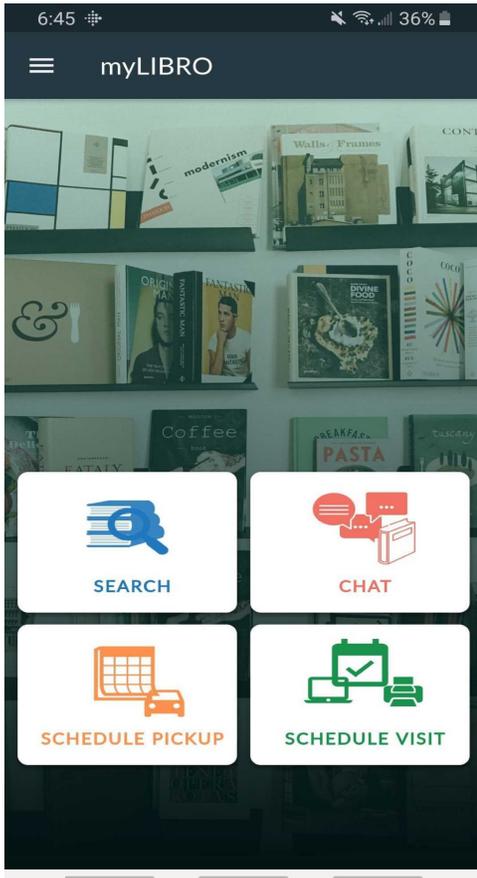
**myLIBRO Voice**

Select a different myLIBRO voice.  
*You will need to select and then return home to hear the different options.*

**Delete Chat History**

Removes chat history from your device's storage

**Home Screen:**



**Search:**

You can Search the Catalog by Keyword, Title, Author and Subject.

**Chat :**

You can interact with myLIBRO using Chat (Voice and Text)

**Schedule Pickup:**

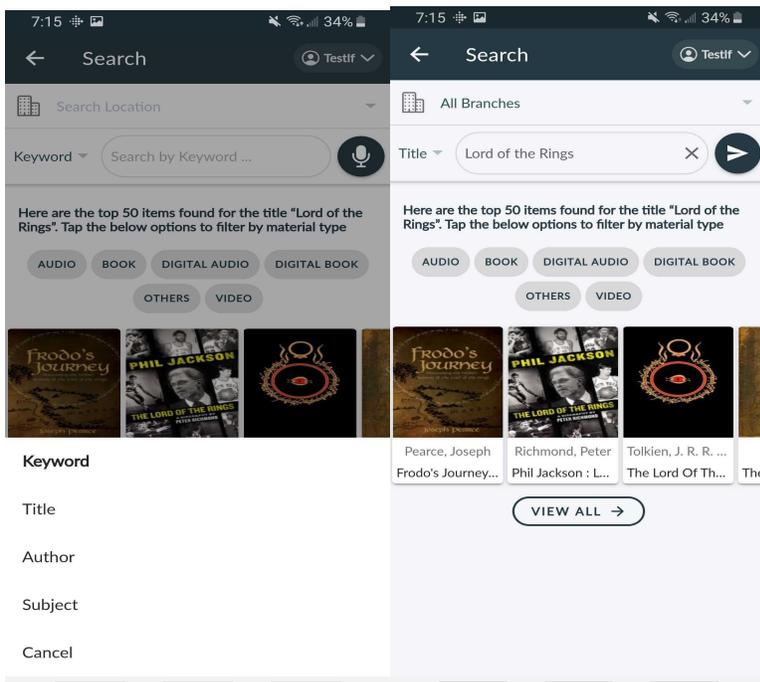
You can Schedule a Pickup (Advanced Reservation) when holds are available

**Schedule Visit:**

You can Schedule "In-Visit" appointments like Computer Browsing, Library Visit, Study Room etc.

**Search :**

Search the catalog by Keyword, Title, Author and Subject. Choose the title and place hold. (Click on Top Right Icon to switch between accounts and place holds)



**Chat :**

Interact with myLIBRO either by using **Voice (myLIBRO app and Alexa) or Chat.**

**Voice Mode and Chat Mode can:**

- Search/Hold
- Cancel Hold
- List Hold
- Renew/Renew All
- Library Information
- Events
- List fee/fine (Future Enhancement)
- List Insights
- List Pick Up
- List Checkout
- Help
- Repeat
- Cancel

**Sample Commands to try (Both Voice (myLIBRO app and Alexa) and Text)****Generic Search**

- Can you search an item?
- I want to search an item “Wings of Fire”
- Can you search a series “Harry Potter”?
- Search an item “Harry Potter” by JK Rowling

**Material Type Search**

- Can you search a book?
- Search for a video Alice
- Search an audio disk authored by “Johnny Depp”

- I want to hold a book Alice written by “Lewis Carroll”
- Can you search a book “Wings of Fire” after the year “2000”?
- Search a video Harry Potter involving “Deathly Hallows”
- Search for book series Harry Potter involving “Deathly Hallows”
- Search a video Harry Potter written after the year “2000” in “Spanish”

### **Cancel Hold**

- Can you cancel a hold?
- I want to cancel a book “Wings of Fire”

### **List Holding Books**

- Can you list all my books on hold?
- What books I have on hold?

### **Check Transit Status**

- List Books in transit
- Items in Transit
- Is there any book in Transit?

### **List Available Books for Pickup**

- List pickup
- Is there anything waiting for me at the library

### **List Books Checked Out**

- Can you list all my books on checkout?
- what books I have on checkout?

### **Renew/ Renew All Books**

- I want to renew the book “Wings of Fire”
- Renew all my books

### **List Fee/Fine**

- Is there any fine amount for my account?

- Fee info
- My overdue fines

### List Insights

- Give me some insights
- My daily updates
- Provide updates on my account activities

### Hold Update

- Update hold
- Suspend a hold
- Suspend a book "Alice"
- Pause a book written by "Lewis" until "next month"
- Activate "Alice"
- Resume a book "Alice" written by "Lewis"
- Update a suspend
- Update "Alice" till "March 2<sup>nd</sup>"

### Library Information

- Is the library open now?
- Get me the details of "Lake Hills"

### Events

- List events for "this weekend"
- Suggest me events at "Library Location"
- Search events organized by "Organizer"

### Help

- Help me
- What can I ask you?
- I need your help

**Repeat**

- Can you repeat that?
- Repeat it

**Cancel**

- Let me start over
- Relaunch
- Cancel this search
- Begin again

**Suggestion?**

If you have a suggestion to make the myLIBRO app better, use the **Feedback** option from the menu.

**How to use myLIBRO in Alexa Device (For all actions)****Enable Your Alexa myLIBRO skill**

- To enable the myLIBRO skill, say “**Alexa, Enable myLIBRO**”.

**Authenticate Your Alexa myLIBRO skill**

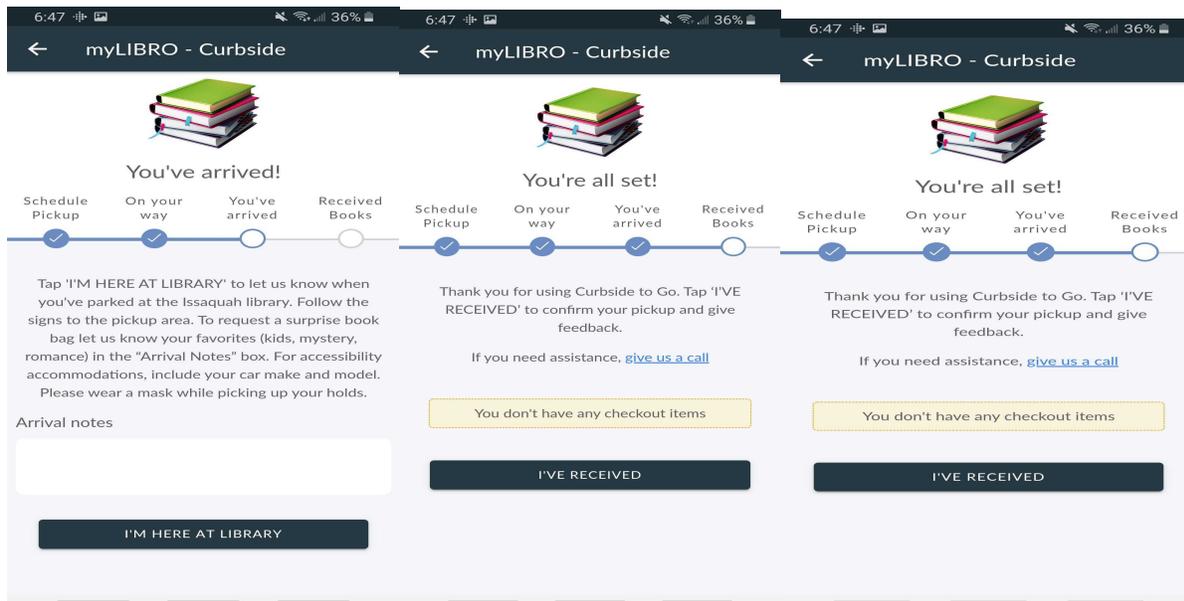
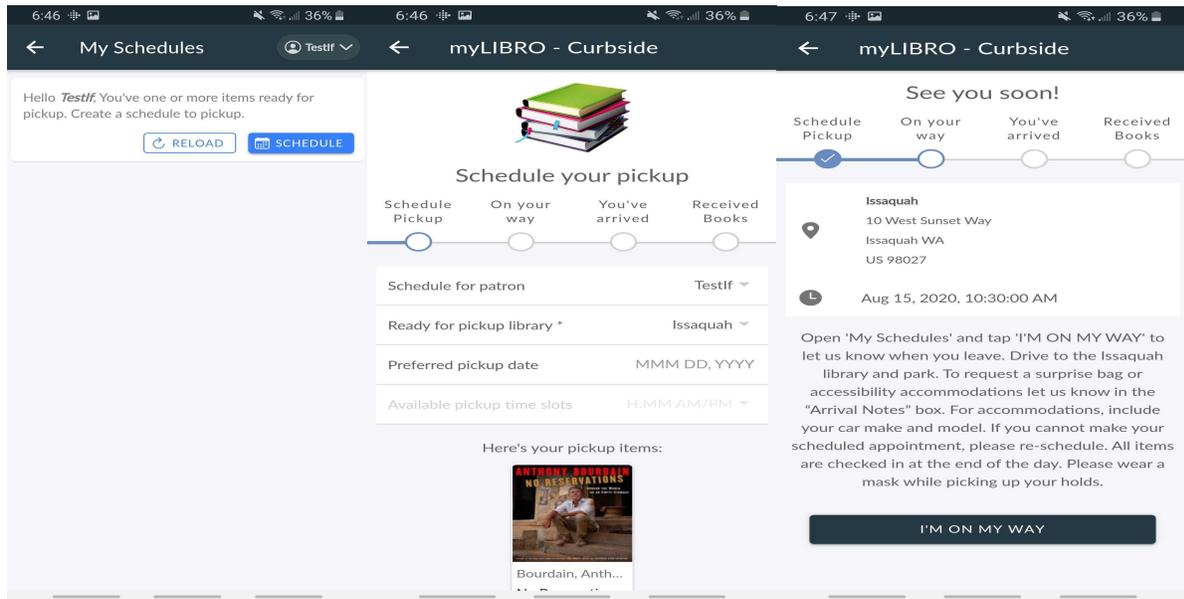
You will only need to authenticate your myLIBRO skill the first time you use it on an Alexa device.

- Generate a code from Settings -> Alexa Authentication Code.
- myLIBRO will ask for the authentication code for verification.
- Read out the authentication code.
- Once verified you are ready to interact with myLIBRO.

**Schedule Pickup:**

1. Schedule Pickup will be enabled only when there are books ready for pickup.
2. Click on Schedule.
3. Choose the date and time from the available time slot.
4. On the day of appointment , Notify the library when you Start and Arrive.

5. After collecting all your holds, notify back and Submit Feedback about your CurbSide Experience.



### Schedule In-Library Visit:

1. Click on Schedule to book an appointment for In-Library Services.
2. Choose the Resource , Date and Available Time Slot.
3. Notify the library once you have Arrived, Checked-In and Check-out.
4. Submit your feedback.

