

Lucy Robbins Welles LIBRARY

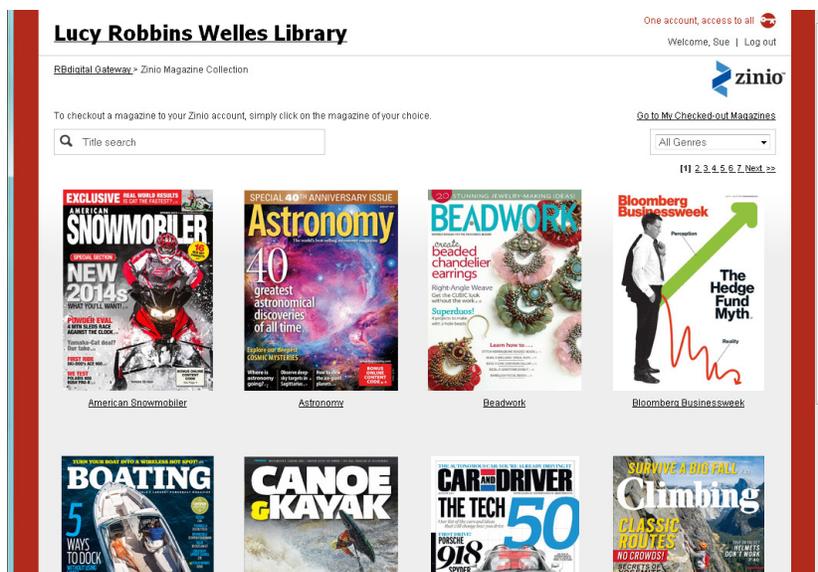
Guide to Zinio Downloadable Magazines

If you have any questions, please call the library's Information Desk at (860) 665-8700.

Zinio is an online magazine service that allows you to view full digital copies of your favorite magazines! You see the exact same material you get in the print magazine, plus some issues include features like video, audio and links to additional content on the Internet. Magazine issues are not checked out so they're always available any time. There is no checkout period, which means you get to keep the magazines as long as you like and there is no limit to the number of users who can "check out" a magazine at one time. When you are done reading a magazine, you may delete the issue if you choose. Read online or download issues to your computer or mobile device to read offline. Free apps to read the magazines on iPad, iPhone, Android, Kindle Fire and Blackberry Playbook devices are available in app stores or through zinio.com. Nook Tablet and Nook Color users can read these magazines using the browser on the device. **You must have a current Newington Public Library card to use this collection.**

What to Understand Before You Begin

Zinio is a multi-platform distribution service for digital magazines with more than 5,500 magazines from a wide range of publishers. Zinio is in the business of selling magazines. The library pays to subscribe to magazines for its patrons. In order to access the magazines that the library has already paid for, you will need to access the library's account using your Newington library card and select the magazines through the library's website. You may come across webpages on Zinio's website that ask you to pay for magazines or you may receive an email telling you that your magazine subscription has expired and to continue your subscription you would have to pay for it. Payment is never required from you in order to access magazine titles that the library subscribes to. **When selecting magazines from the library's Zinio account, you need to go through the library's website.** The screen will look similar to the image below. Note the library's name at the top of the screen.



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To read magazines that you have selected from the library's website you must go to zinio.com and log into your account or use one of Zinio's mobile apps.

In summary, to select magazines from the library's account you must go through the library's website and to read magazines you must go to zinio.com (or mobile app). This is why you will need to set up the two accounts described below.

Create RB Digital Gateway and Zinio Accounts

1. Go to the library's website, www.newingtonct.gov/library.
2. Click on **Download Media**.
3. Click on **Zinio**.
4. On the RB Digital Gateway screen, click **Zinio**.
5. **If this is the first time you are using the library's Zinio collection, create a library Zinio account.** This account tells Zinio that you are a Newington Library user and can get the library's selected magazines for free.
 - a. Go to the Newington Library's Zinio site using your browser, NOT the app.
 - b. Click **Create Account**.
 - c. Enter your Newington library card number with no spaces.
 - d. On the Create New Account screen, fill in your name, email address, password and confirm password. Click **Create Account**.
Note: The email account used to create this account must be the same email address used in step 6.
6. If this is the first time you are using www.zinio.com, create a zinio.com account. This account allows you to read the magazines.
 - a. Open a new browser window or tab.
 - b. Go to www.zinio.com using your browser, NOT the app.
 - c. Click **Register** and fill in the information necessary to create an account.
Note: The email account used to create this account must be the same email address used in Step 5.
7. Activate your Library Zinio account.
 - a. Check your email account for an email from Lucy Robbins Welles Library.
 - b. Click on the link in the email to activate your account.
 - c. On the rbdigital page click **Return to Login** and login to your new Zinio account using email address and password.
 - d. This link will direct you to the location with magazines available for free from Newington Library. If there is no link in the email, go back to the RB Digital Gateway window. You should be logged in from Step 4. Click on Zinio.

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Install a Mobile App

Install the Zinio app on your iPad, iPhone, Android device, Kindle Fire or Blackberry Playbook if you wish to read the magazines on one of these devices.

1. Get the free app from the app store on your device.
2. Open the app and tap the settings icon.
3. Sign in with your email address and password.

Select Magazines

1. Go to the library's Zinio site using your browser, NOT the app.
2. If you are not logged in, log in with your email address and password.
3. Click on a magazine to place it in your Zinio account.
4. A new window will pop up asking you to complete checkout. Click on **Complete Checkout**.
5. A new browser tab will open and show the new magazine cover in your Zinio account. Click on the cover to start reading it.

Note: Remember to always access Zinio from the Newington Library's website to assure free access when you are adding titles to your account.

Read Magazines

To read magazines online using a computer:

1. Go to Zinio.com using your browser.
2. Log in to your Zinio account.
3. Click "My Library" or "Read".
4. Click one of your magazines to open it.

Read magazines using a mobile device:

1. Open the Zinio app on your mobile device or PC or Mac. Magazines that are faint with a down arrow need to be downloaded, tap the arrow to begin downloading.
Note: You must be online to download the magazines.
2. When the download is complete you can read the magazine offline.

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Note: Only magazines that have been downloaded through the app (for PC, Mac or mobile device) can be read offline.

Remove magazine issues from your Zinio account

1. Go to your Zinio account using your browser (not the app).
2. Log in and click My Library (or Your Library) or Read.
3. Click Edit (or Edit Your Reading List) near the top of the screen.
4. Click Remove (or the X on the magazine cover).
5. Click Done when you are finished removing magazines.

Print from a magazine

Print options are determined by the publisher. You may be able to print a single page, a range of pages or none at all. In order to print:

1. Go to your Zinio account using a computer.
2. Click on My Library then select a magazine.
3. Go to the page you wish to print.
4. Click the Print icon in the bottom left corner.
5. Click the print option that is available.

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