

# FAQ Alvah N. Belding Library

DIGITAL BOOKS, COMPUTERS, PRINTING,  
FAX AND COPY MACHINE



## **How do I get eBooks for my phone or device?**

With your valid library card, you have access to **Libby and Hoopla** sources for eBooks and eAudiobooks. Each can be downloaded from your app store to your device for free. Access to the online websites can be found on our website under the "Digital Resources" tab.

*To apply for a remote digital access card for our collections, visit the website under the "Catalog and Account" tab.*

## **How can I get help using my device for eBooks?**

Contact a library staff member by phone (616-794-1450) to get help accessing or troubleshooting eBooks or eAudiobooks on your phone, computer, or other device.

## **How do I get on a computer at the library?**

Internet workstation computers are available during library hours and can be accessed by using your library card or valid photo ID. Daily time limits are enforced.

## **Can I print something at the library?**

Printing is available during library hours from internet workstations, or by connecting to our wireless printer. Copies are 20 cents per page for standard size black and white copies.

## **Does the library have a copy machine?**

Black and white or color copies can be made at the library in a variety of paper sizes and prices vary by size and color.

## **Can I send and/or receive a fax at the library?**

Library fax service is available during library hours. Cost is \$1 per page to send or to receive.

## **Can I scan documents at the library?**

Scanning documents can be done through our copy machine at no charge. Scans can be saved to a thumb drive or can be emailed to a specified address.