



If you haven't heard of PressReader you are in for a treat.

PressReader gives current Timaru District Libraries members **free** and **unlimited online** access to thousands of newspapers from around the world, as well as New Zealand newspapers like The Otago Daily Times and The New Zealand Herald. The newspaper articles, pictures, crosswords, birth and death notices are arranged and appear just as they do in the print versions. There are more than 2000 newspapers to pick from. Each newspaper issue is held in the database for 90 days.

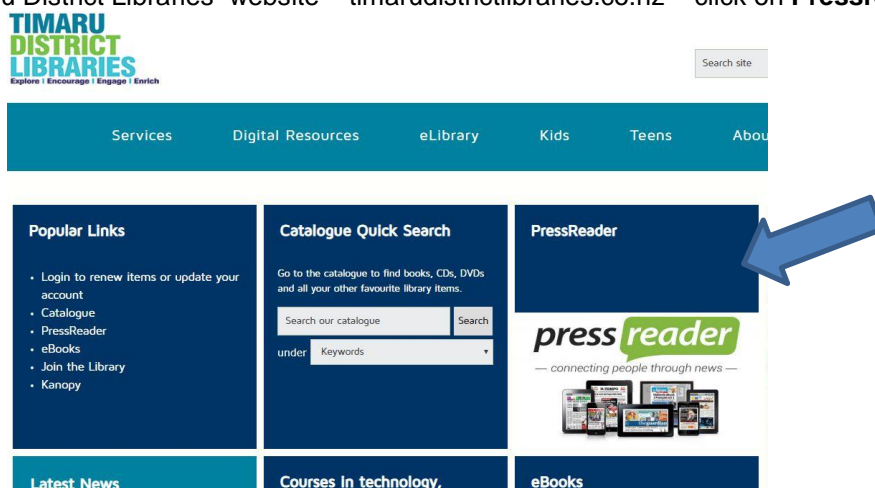
PressReader also provides access to a variety of New Zealand and international magazines like the New Zealand Woman's Weekly, New Zealand House & Garden, New Zealand Classic Car, Top Gear, Vogue, BBC History Magazine and many more – more than 3900 more.

Stuff Ltd titles like The Timaru Herald, The Press, NZ House and Garden and TV Guide are now only available to be read online **within the libraries' Wi-Fi hotspot areas or on computers available at each of our library branches** (there are also print copies of The Timaru Herald available at Temuka, Geraldine and Timaru libraries as well).

Not sure if you are a current member of the Timaru District Libraries? Give us a ring on 03 687 7202.

To access PressReader on your laptop, mobile device, PC or Mac: Open your browser – Chrome, Safari and Firefox are our preferred options (there have been issues using Explorer, so best to avoid).

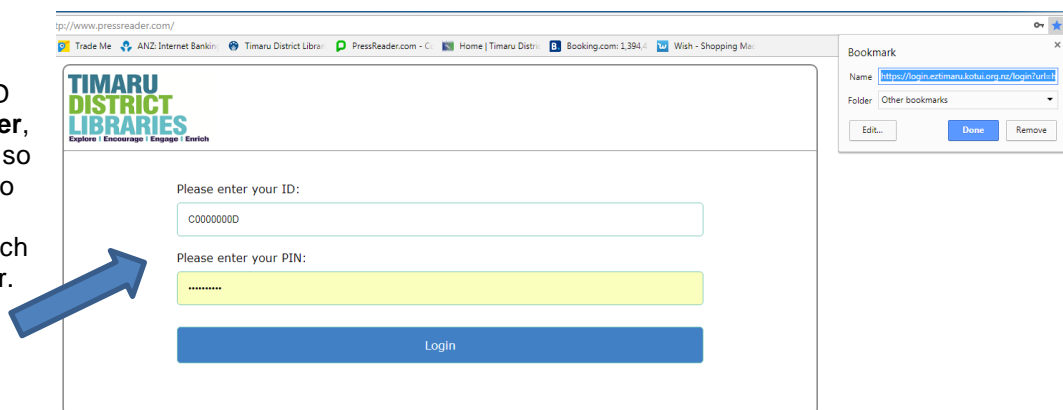
- On the Timaru District Libraries' website – timarudistrictlibraries.co.nz – click on **PressReader**



- Then scroll down and click on

CONTINUE TO PRESSREADER

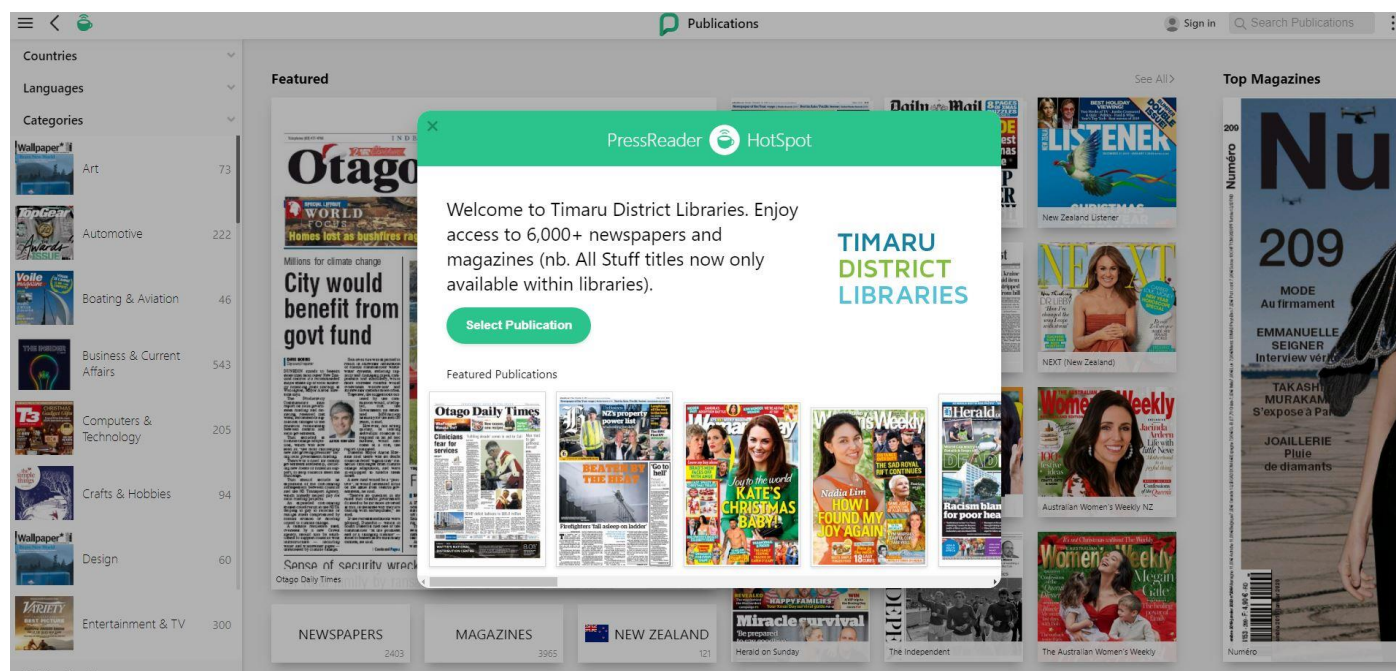
- Enter your **card number** (ID) which starts with a C and ends with a D as well as your **pin number**, then **bookmark** this page so you will be taken straight to this login page with your details already entered each time you use PressReader. Then click on **Enter**.



- At this point you have two options. You can simply click on, or search for a publication and begin reading, OR you can create a free PressReader account within your library access to enable you to custom your reading experience and make PressReader truly personal to you, unlocking more available features like saving or printing your favourite publications or articles to make it easier to use and save time searching for your favourite publications.

OPTION 1: READ WITHOUT A PERSONALISED ACCOUNT:

- Click on one of the publications along the bottom of the PressReader HotSpot pop-up window (you can scroll along for more of our most popular titles) or click on **Select Publication**. You can then find publications by either using the categories to the left, the search bar at the top right or by clicking on the Newspapers, Magazines or New Zealand tiles under the main highlighted publication.



OPTION 2: PERSONALISE YOUR PRESSREADER EXPERIENCE BY CREATING A FREE PRESSREADER ACCOUNT (recommended):

- For a better experience using PressReader, create your own free account (you will only need to do this once). Your library card number and PIN/password will have taken you to the page above. Close the PressReader HotSpot pop up and click on the grey **Sign In** icon in the top right corner.

- Click on the **Library or Group** button – this is the step which stops you from being charged.

- If you get a pop-up box asking for your location, please click on **Allow**.

- In the **Select Library** box start to type **Timaru District Libraries** until it comes up, then click on it.

1.

2.

- In the Library card number box type in your **library card number**, which starts with a capital C and ends with a capital D, then type in the **pin/password** that you have on your library account. Check the three green boxes are ticked, including the Stay signed in check box. Then click on the green **Sign In** button (do not just push enter – this doesn't work).

If you have any problems, or don't know your pin/password, please give us a ring on 03 687 7202 and we will help you.

- You are now ready to create your personalised PressReader account.

Add your email address, create a password (we recommend you use the same PIN/password you use for your library card - although **this** password has to be at least 6 characters, so create a new password if your library PIN/password is too short) and enter your first and last names in the appropriate fields. There is no need to tick the General Update and New Issues and Topic Trends boxes, but you can if you wish. Then you click on the green **Create My Account** button.

Please note: If you change your mind at this point and don't want to create an account, you can just click on the **No, thanks** at the bottom of the page and it will return you to reading without a personalised account.

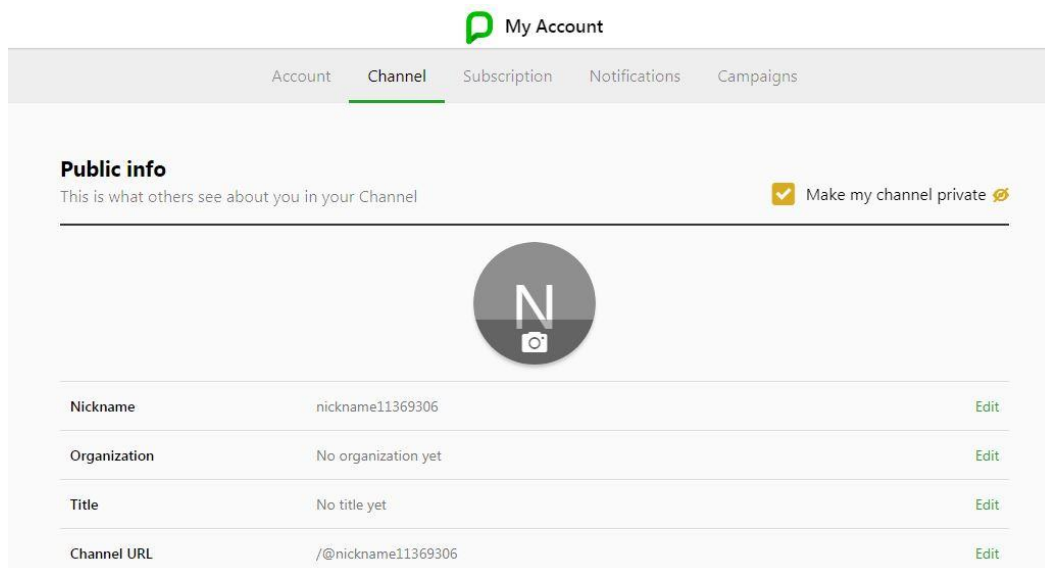
- To check you've signed in correctly, you can **click on the nickname** now showing in the Sign In area and go to the **Account** tab.



- Timaru District Libraries will be on the Library or Group line if you have signed in successfully.




- When your account was created, you were assigned a generic Nickname. If you wish to change this, click on the **Channel** tab to edit this.

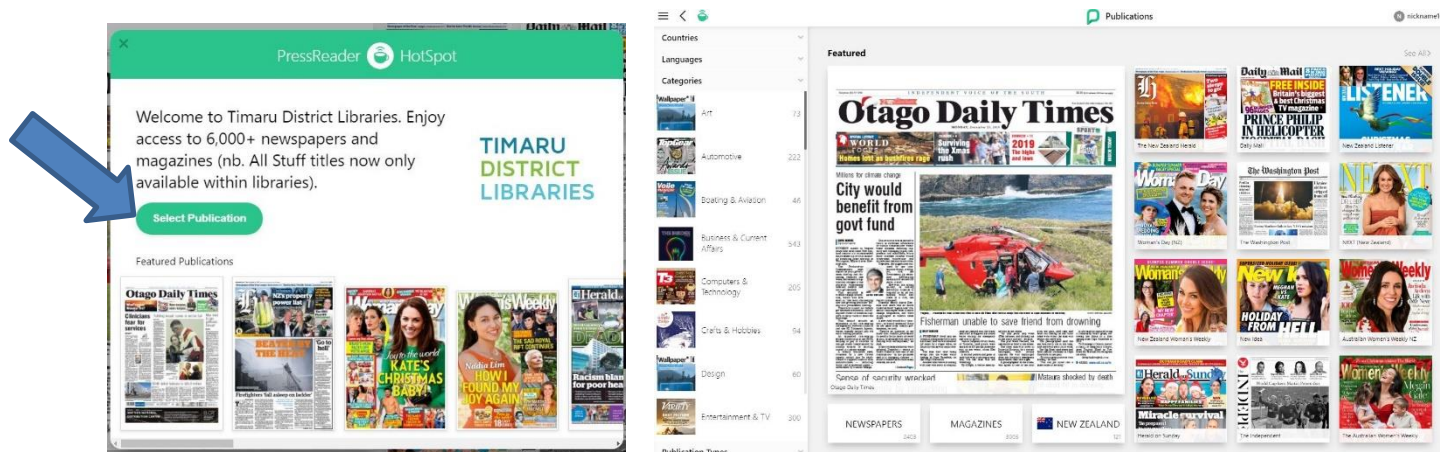


- When you're finished, click on the back arrow at the top left to take you back to **Publications**.

To Use PressReader on your laptop, Windows 10 tablet, PC or Mac:

- When you first log in, you will either get the screen on the left below, where you click on **Select Publication** to be taken to **Publications** (or you will go straight to **Publications** – the screen on the right below).


If you do not start with either of these sections, click on the  at the top left and select **Publications** from the dropdown menu.




- To view available newspapers and magazines, you can either a) left click and hold it down to drag from right to left, b) use the arrow keys on your keyboard, or c) click on one of the Magazines/Newspapers/New Zealand buttons to narrow your view (e.g. Click on the New Zealand button, then Canterbury to narrow your search for local publications). If you know the name of a publication or topic you're looking for, you can use the

 Search Publications


box. Once you find what you're looking for, click on it to open it.


3. Click on a story heading to open it in Text View. To take it back to Page View, click on Page View (bottom left on PC/laptop or click on  to the right of the headline and select Page View. If you are viewing a publication in Text View, but can't see the end of the article, click/tap the green arrow at the end of the file → to open the complete article.


4. To zoom in and out on a Page View roll in and out with the wheel on your mouse. To increase to a larger font in Text View click on  at the top right and click on Fonts to change it.

1. You can set up your **My Publications** – this is where you can save publications you want to read regularly, e.g. The New Zealand Herald – so they sit at the front of the publications when you first log in, without having to go looking for them. Search for publications you want to save by following the search instructions in point 2. above.


 Add to My Publications

Once you have your favourite publication up, click on the  button to save the publication as a favourite. You can do this for multiple newspapers and magazines for easy access each time you

 My Publication


log in. Your saved favourite publications will then always show  above them when you open them from now on.

(**Troubleshooting tip:** If your favourite newspapers or magazines ever disappear from this section, you may have

 My Publication

clicked on  by mistake which would remove it from the list. If so, search for the

 Add to My Publications




publication(s) again and if it now has  above it, click on the grey heart once more to save it to **My Publications** (if the heart is green, it is saved to the list).

5. Once you have saved your favourite publications, when you go in to **Publications**, your page should look like this for example, if you have saved the Woman's Day as your **My Publications**:




The screenshot shows the 'Publications' section of a website. On the left, there is a sidebar with filters for 'Countries', 'Languages', and 'Categories'. The 'Categories' list includes 'Art', 'Automotive', 'Boating & Aviation', 'Business & Current Affairs', 'Computers & Technology', 'Crafts & Hobbies', 'Design', and 'Entertainment & TV'. The main content area is titled 'Publications' and is divided into two sections: 'My Publications' and 'Featured'. Under 'My Publications', there is a card for 'Woman's Day (NZ)' with a heart icon. Under 'Featured', there is a large card for the 'Otago Daily Times' with a headline about a city benefiting from a government fund. At the bottom of the page, there are three buttons: 'NEWSPAPERS', 'MAGAZINES', and 'NEW ZEALAND'.

Extended tips for using PressReader:

- To listen to a voice recording of the articles (note, it is an automated voice) you will find the Listen option by clicking on  top right.
- To print from a PC/laptop, you will need to be signed in to your PressReader account. Right click on the article or page area you wish to print and select Print. If you wish to print a whole page select Print Page. If you want to print a selected area (for example the Crossword) select Print Custom Area. A green dashed box will appear, click on any area in the box to move the box to the desired area and click on the circles in the corner to expand/decrease the area to be printed. Then click on the  button in the top right corner. Check the right paper size is selected and tick Scale to Fit Paper Size to get your selection on one page. Then click on the green Print button again.
- To change to an older issue date, click on  at the top right and select Issue Date then select the date you want from the calendar (you can only go back three months). From here there are also other options available, including translating the publication into other languages.

Troubleshooting tips:

- After a period of time PressReader may ask you to sign in again. If so, please follow the above instructions, ensuring you have clicked on the  button before entering your details.
- If you have issues during this process, please try clearing your cache and browsing history and then google **Timaru District Libraries** once more, and then following the above instructions once more. (If you need help with this, please see the Browser Security Protocols under Important Updates in the PressReader Help Center).
- If problems persist, please call in to your local library where one of our friendly staff will be happy to assist you.