



**zinio**<sup>TM</sup> Digital Magazines

# Zinio Library Patron Setup Step-By-Step

November 2012

Welcome to Zinio Digital Magazines brought to you from your library. These step-by-step instructions and screen shots will make for a quick and easy Start to your magazine viewing enjoyment.

**A quick tip for iPad/iPhone and Android mobile users:**

- **PRIOR to downloading and log-in to your mobile Zinio Reader4 viewer app follow steps 1-3 below.**
  - 1. Create your library collection account**
  - 2. Check out a magazine**
  - 3. Create or log-into your Zinio.com viewer account**

# Welcome to Zinio for Library Patrons. Patrons need to register their Zinio Library Collection account through their library.

## 1. Enter Email/Password – and User Name to Create Account



The screenshot shows a web browser window with the URL <https://rbdg.envionsoftware.com/skipjacktest/zinio>. The page features the Recorded Books logo at the top, followed by the Zinio logo. A list of benefits is displayed: "Full digital copies of your favorite magazines", "View magazines on your computer or mobile device.", "Unlimited access to our entire collection.", "Click here to view the [User Guide](#)", and "Watch the [How to Use Zinio Video](#) now!". Below this is an image of two tablets displaying magazine covers. To the right is a registration form with fields for "Email:", "Password:", "Repeat Password:", and "Your Name:". A green "Create Account" button is present, along with a link for "Or Just Return to login". A disclaimer states, "By creating an account, I agree to the site's Terms of Use." with a note that asterisks indicate required fields. A "System Requirements" link is at the bottom of the form. At the bottom of the page, it says "To view our Zinio trial collection:". The browser's taskbar at the bottom shows various application icons and the system clock at 1:28 PM.

## 2. The Zinio Account Setup Status will display 'Successful!' – Email has been sent to you

RB Digital Gateway

https://rbdg.envionsoftware.com/skipjacktest/zinio

RB Digital Gateway RB Web OCD Trial Site OCD RB Digital Max OCD Admin OCD K12 Trial Site LD Login LD Library LD Admin Zinio Log-In Zinio Zinio Brad Collection Zinio Trial link

FAQ Help Contact Us Bookmark

**Recorded Books**

**zinio™**

- Full digital copies of your favorite magazines
- View magazines on your computer or mobile device.
- Unlimited access to our entire collection.
- Click here to view the [User Guide](#)
- Watch the [How to Use Zinio Video](#) now!

**Status:**

**Successful!**

**Email has been sent to you**

You will find all of the necessary information to continue this process in the email.

[Return to login](#)

[System Requirements](#)

**To view our Zinio trial collection:**

1. Enter the information requested in the box above and click 'Log In'.
2. Click on the magazine you would like to view
3. You will be asked to create a free Zinio account, or log in if you have an existing Zinio account.
4. If you wish to return to our Zinio trial page, navigate back to the open collection page window
5. If you would like to view your magazines via a Zinio app, use the email address and password you entered when you created your personal Zinio account to log into the app.

**RBdigital**

Zinio magazines may be read on a wide variety of apps available for many mobile devices. Click on the device that best suites your needs to download your free app now: [PC](#), [Mac](#), [iPhone](#), [iPad](#), [Android](#), [Kindle Fire](#) and [Blackberry Playbook](#).



### 3. An activation email link will be sent to your email. Click on the activation link.

The screenshot shows a Gmail interface with the following elements:

- Browser:** Chrome browser window with the address bar showing `https://mail.google.com/mail/ca/u/0/#inbox/13996e5b3d2de469`.
- Navigation:** Top navigation bar with links for +You, Search, Images, Maps, Play, YouTube, News, Gmail, Documents, Calendar, and More.
- Search:** Google search bar with the user's email address `ziniopm@gmail.com` on the right.
- Mail Tools:** A row of icons for navigation and actions, including back, forward, refresh, delete, archive, and more.
- Left Sidebar:** A vertical menu with options: COMPOSE, Inbox (375), Starred, Important, Sent Mail, Drafts, and More. Below these is a search bar for contacts.
- Top Ad:** A banner advertisement for a 2013 Ford Explorer with the text "2013 Ford Explorer Strong, Capable, Spacious & Smart! - Ford.com/Explorer - Buy the 2013 Ford Explorer." and a "Why this ad?" link.
- Email Header:** "Activation\Change account on RB portal" with a tab labeled "Inbox - x".
- Email Content:** From "RB Digital Portal mail.rbdg@gmail.com" (10:08 AM, 0 minutes ago). The body text says: "To activate/change your account follow this link please: <https://rbdg.envionsoftware.com/patrond.php?t=VVLZFYNu0ATQW5YAyLxgDsGWNQw0r1nYg5BgCSuu61FSKScj>". Below the text is a "Click here to Reply or Forward" link.
- Right Sidebar:** A card for "RB Digital Portal mail.rbdg@gmail.com" with a "Loading..." indicator.
- Footer:** Status information at the bottom: "0% full Using 0 GB of your 10 GB", "©2012 Google - Terms & Privacy", and "Last account activity: 21 hours ago" with a "Details" link.



#### 4. The Account Screen confirms that your account is active and able to log-in

# RBdigital Gateway

## patron account confirmation

You have successfully confirmed your account and may now login using your account credentials

[Return to Login >>>](#)



Recorded  Books

# 5. Log in to your activated Zinio Library Collection account.

RB Digital Gateway

https://rbdg.envionsoftware.com/skipjacktest/zinio

RB Digital Gateway RB Web OCD Trial Site OCD RB Digital Max OCD Admin OCD K12 Trial Site LD Login LD Library LD Admin Zinio Log-In Zinio Zinio Trial link Zinio Test Site

Recorded Books

zinio

- Full digital copies of your favorite magazines
- View magazines on your computer or mobile device.
- Unlimited access to our entire collection.
- Click here to view the [User Guide](#)
- Watch the [How to Use Zinio Video](#) now!

Email: ziniopm@gmail.com

Password:  [Trouble logging in?](#)

Forgot your password?

Log In By clicking Log In, I agree to the site's Terms of Use.

New User? [Create Account!](#)

System Requirements

To view our Zinio trial collection:

1. Enter the information requested in the box above and click 'Log In'.
2. Click on the magazine you would like to view.
3. You will be asked to create a free Zinio account, or log in if you have an existing Zinio account.
4. If you wish to return to our Zinio trial page, navigate back to the open collection page window.
5. If you would like to view your magazines via a Zinio app, use the email address and password you entered when you created your personal Zinio account to log into the app.

RBdigital

Zinio magazines may be read on a wide variety of apps available for many mobile devices. Click on the device that best suites your needs to download your free app now: [PC](#), [Mac](#), [iPhone](#), [iPad](#), [Android](#), [Kindle Fire](#) and [Blackberry Playbook](#).

For support, visit our Zinio Help Center at <http://www.zinio.com/help>. Here you will find helpful articles, tutorials and a community help discussion forum. Or email us directly at [zinio@recordedbooks.com](mailto:zinio@recordedbooks.com) and we will do our best to respond within 24 to 48 business hours.





# 6. Your Log-in Screen Status confirms 'You are already activated to Zinio' and launches the collection pages.

RB Digital Gateway

https://rbdg.envionsoftware.com/skipjacktest/zinio

RB Digital Gateway RB Web OCD Trial Site OCD RB Digital Max OCD Admin OCD K12 Trial Site LD Login LD Library LD Admin Zinio Log-In Zinio Zinio Brad Collection Zinio Trial link

FAQ Help Contact Us Bookmark

**Recorded Books**

**zinio™**

- Full digital copies of your favorite magazines
- View magazines on your computer or mobile device.
- Unlimited access to our entire collection.
- Click here to view the [User Guide](#)
- Watch the [How to Use Zinio Video](#) now!

**Status:**

**You are already subscribed to Zinio**

Please follow this link to Zinio:  
</skipjacktest/zinio/landing>

[System Requirements](#)

**To view our Zinio trial collection:**

1. Enter the information requested in the box above and click 'Log In'.
2. Click on the magazine you would like to view
3. You will be asked to create a free Zinio account or log in if you have an existing Zinio account.
4. If you wish to return to our Zinio trial page, navigate back to the open collection page window
5. If you would like to view your magazines via a Zinio app, use the email address and password you entered when you created your personal Zinio account to log into the app.

**RBdigital**

Zinio magazines may be read on a wide variety of apps available for many mobile devices. Click on the device that best suits your needs to download your free app now: [PC](#), [Mac](#), [iPhone](#), [iPad](#), [Android](#), [Kindle Fire](#) and [Blackberry Playbook](#).



# 7. Your Collection is ready to browse and check out subscriptions. Enjoy!

Return to Library Collection

https://rbdg.envionsoftware.com/skipjacktest/zinio/landing/?t=rLFBdKwX61HBxcPH3sEq14NNTbysdTOZDPnCA40qEiyatrZAF

RB Digital Gateway RB Web OCD Trial Site OCD RB Digital Max OCD Admin OCD K12 Trial Site LD Login LD Library LD Admin Zinio Log-In Zinio Zinio Brad Collection Zinio Trial link


FAQ How To Video User Guide Bookmark

## Recorded Books

Your library is proud to bring you these great magazines. Check back often as we will be adding more to our collection in the coming weeks. Bookmark this page to return after selecting your magazine.


Title:  Genre:  Go! Search Bar

[Page 1](#) - [Page 2](#) - [Page 3](#) - [Page 4](#) - [Page 5](#) - [Page 6](#) - [Page 7](#) - [Page 8](#) - [Page 9](#)




**Astronomy**  
SPECIAL MARS ISSUE: RETURN TO THE RED PLANET  
The world's best-selling astronomy magazine  
Will Curiosity find LIFE on MARS?  
Mars Science Laboratory is poised to make history  
HOW twin rovers found water on Mars  
Game plan for landing humans on Mars  
PLUS! 20 BEST dark sky sites in the U.S.  
Tracing history and Earth's  
Explore inside the Summer Triangle

[Astronomy](#)



**Bloomberg Businessweek**  
Three letters could make the Internet safe from porn  
—and more surprises for pornographers

[Bloomberg Businessweek](#)



**CAR AND DRIVER**  
FUN AT 40 MPG: DART, FOCUS, GOLF TDI  
IN SEARCH OF THE WORLD'S BEST SEDAN  
NEW S6, M5, AND E63 THROW DOWN!  
THE COOLEST 911 EVER  
FORD'S BUCKY NEW ESCAPE  
ROAD-TRIPPING IN A MCLAREN  
DELTAWING AND A PRAYER

[Car and Driver](#)





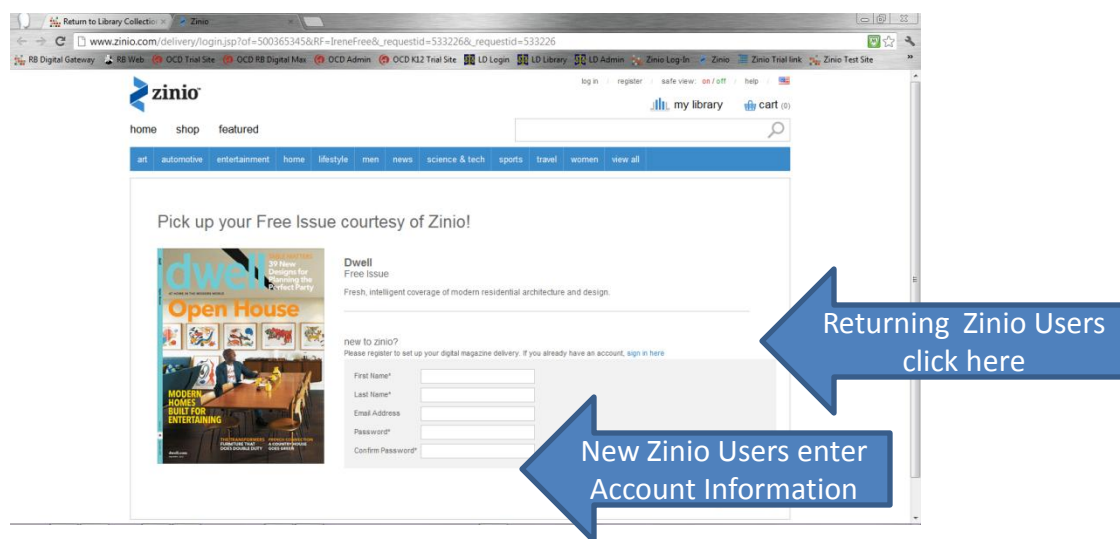
# 8. Selecting a Zinio Digital Magazine from your Library Collection Site.

You have options for selecting magazines from your library's collection. Click on a magazine cover, scroll down the Title drop-down menu, or scroll down the Genre drop-down menu.

The screenshot shows a web browser window with the URL <https://rbdg.envionsoftware.com/skipjacktest/zinio/landing/?t=rLFBDkWkx6IHBxcPH3sEq14NNTbysdTOZDPnCA40qEiyatrzAF>. The browser's address bar and tabs are visible at the top. The website header includes navigation links: [FAQ](#), [How To Video](#), [User Guide](#), and [Bookmark](#). Below the header is the Recorded Books logo. A message states: "Your library is proud to bring you these great magazines. Check back often as we will be adding more to our collection in the coming weeks. Bookmark this page to return after selecting your magazine." Below this is a search bar with a "SEARCH HERE" arrow pointing to the "Title:" dropdown menu, a "Genre:" dropdown menu, a "Go!" button, and the text "Search Bar". Below the search bar are navigation links: [Page 1](#) - [Page 2](#) - [Page 3](#) - [Page 4](#) - [Page 5](#) - [Page 6](#) - [Page 7](#) - [Page 8](#) - [Page 9](#). Three magazine covers are displayed:   
1. **Astronomy**: "SPECIAL MARS ISSUE: RETURN TO THE RED PLANET", "Will Curiosity find LIFE on MARS?", "Mars Science Laboratory is poised to make history", "HOW twin rovers found water on Mars", "Game plan for landing humans on Mars", "20 BEST dark-sky sites in the U.S.", "Imaging heaven and Earth", "Explore inside the Summer Triangle".   
2. **Bloomberg Businessweek**: "WXX" graphic with a woman in a red dress.   
3. **Car and Driver**: "FUN AT 40 MPG: DART, FOCUS, GOLF TDI", "IN SEARCH OF THE WORLD'S BEST SEDAN", "NEW S6, M5, AND E63 THROW DOWN!", "THE COOLEST 911 EVER", "WORLD'S FUNNY NEW ESCAPE", "ROAD-TRIPPING IN A McLAREN", "DELTAWING AND A PRAYER".   
A blue arrow points from the text "CLICK on the cover to select and open magazine" to the Car and Driver cover. Below each cover is a caption: [Astronomy](#), [Bloomberg Businessweek](#), and [Car and Driver](#).

## 9. Create and Log-into Your Personal Zinio View Account

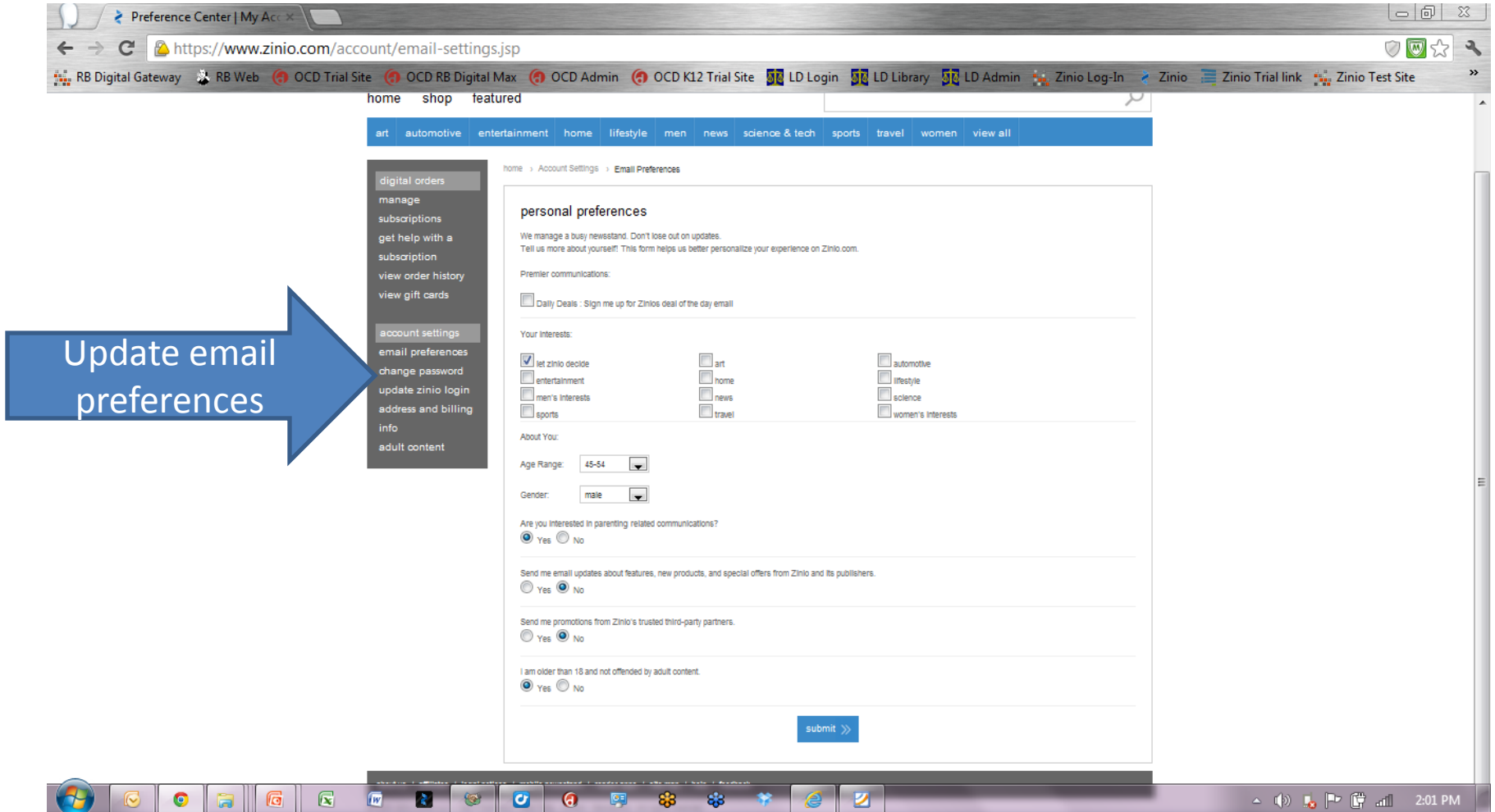
- After you select your first magazine in your Library Collection, a second browser window will open to Zinio.com.
- If you already have a consumer Zinio.com** - first log out of Zinio.com – so you can tie your existing account to your library account. Click on the **sign in here** link and your personal magazines and the one you selected from the library collection will appear in your Zinio.com view account.
- For NEW Zinio.com users** - you will need to create a free Zinio.com account to view your magazine. This Zinio.com account is required for you to view the magazines online – and to access the mobile Apps.
- This is a separate account from your library authenticated account created to select your library magazines.**



- The benefit of your personal account beyond viewing the magazines, enables you to personalize your collection to view online or offline (on Zinio4 Reader enabled Apps.) Apps are developed specifically for PC, Mac, iPad, iPhone, Android, Kindle Fire, and Blackberry Playbook devices.

## 10. Select email preferences.

•When you first create your Zinio.com account, you are asked to review email preferences. The 'Let Zinio Decide' box is defaulted as checked. This selection will send you some email notifications including when new magazine issues from the titles you selected are available in your account. If you want to NOT RECEIVE email messages, simply de-select the option by clicking the 'check mark' off and update your preferences by clicking the 'submit' button. Regardless of your selection, you will receive a reminder email EACH time a new issue is added to your Zinio viewer site per standard digital magazine practices.

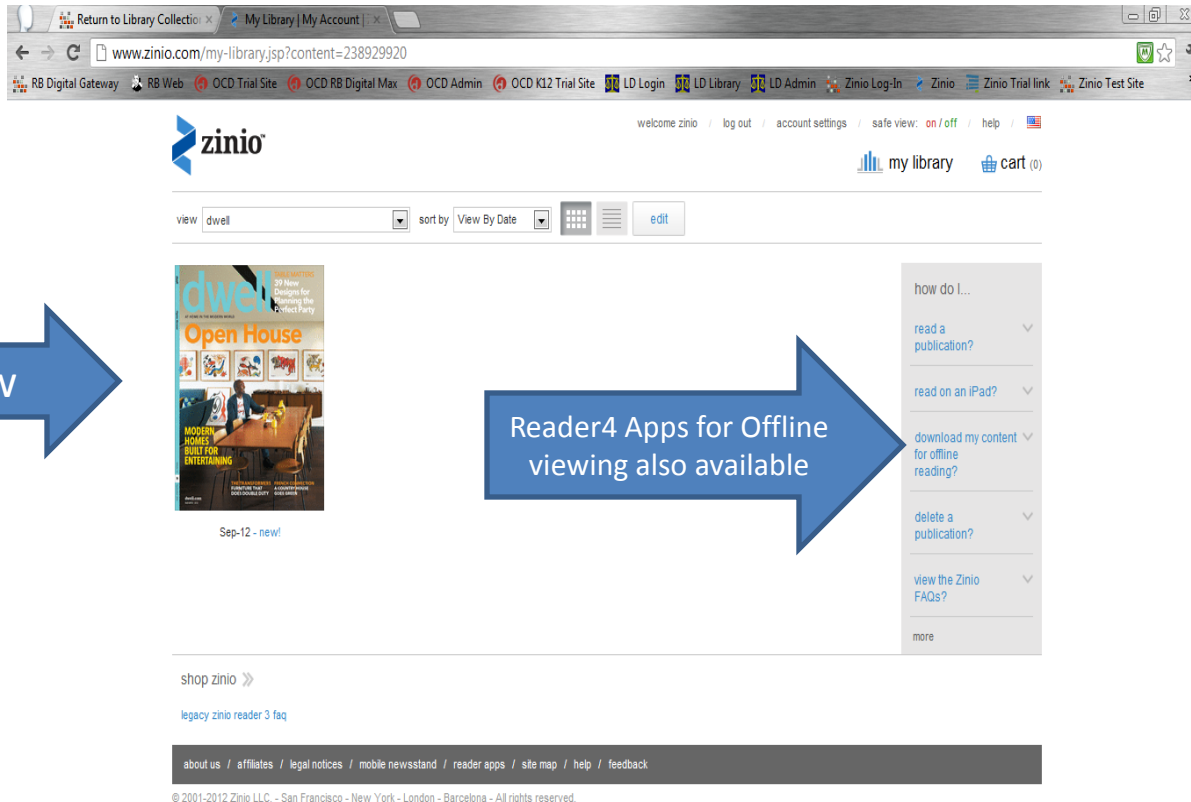


The screenshot shows a web browser window at <https://www.zinio.com/account/email-settings.jsp>. The page title is "Preference Center | My Account". The browser's address bar shows the URL. The page content includes a navigation menu with categories like "art", "automotive", "entertainment", "home", "lifestyle", "men", "news", "science & tech", "sports", "travel", "women", and "view all". A sidebar on the left lists "digital orders" and "account settings" options. The main content area is titled "personal preferences" and contains several sections: "Premier communications" with a checkbox for "Daily Deals"; "Your Interests" with checkboxes for "let zinio decide" (checked), "entertainment", "men's interests", "sports", "art", "home", "news", "travel", "automotive", "lifestyle", "science", and "women's interests"; "About You" with dropdown menus for "Age Range" (45-54) and "Gender" (male); and three radio button questions: "Are you interested in parenting related communications?" (Yes selected), "Send me email updates about features, new products, and special offers from Zinio and its publishers." (No selected), and "Send me promotions from Zinio's trusted third-party partners." (No selected). A "submit" button is at the bottom right. A large blue arrow on the left points to the "Update email preferences" option in the sidebar.

## 11. Viewing Your Magazines on Desktop/Laptops and Mobile Devices

- After logging into your Zinio Account, you can view your magazines on your PC/Mac (or from your downloaded Apps) Click on the magazine cover and the magazine will open in a new browser box.
- A 'Read' prompt will appear on the magazine cover – click on it and a new browser viewer window will load the issue.
- If a 'Requires Reader 4' prompt appears on the magazine cover – that issue may only be viewed in the Reader 4 App

**•TO CHECK OUT THE NEXT ISSUE IN YOUR MAGAZINE SUBSCRIPTION, GO TO YOUR LIBRARY COLLECTION PAGE AND SELECT THE NEW ISSUE SO YOU CAN KEEP CURRENT WITH THE LATEST ISSUE!**



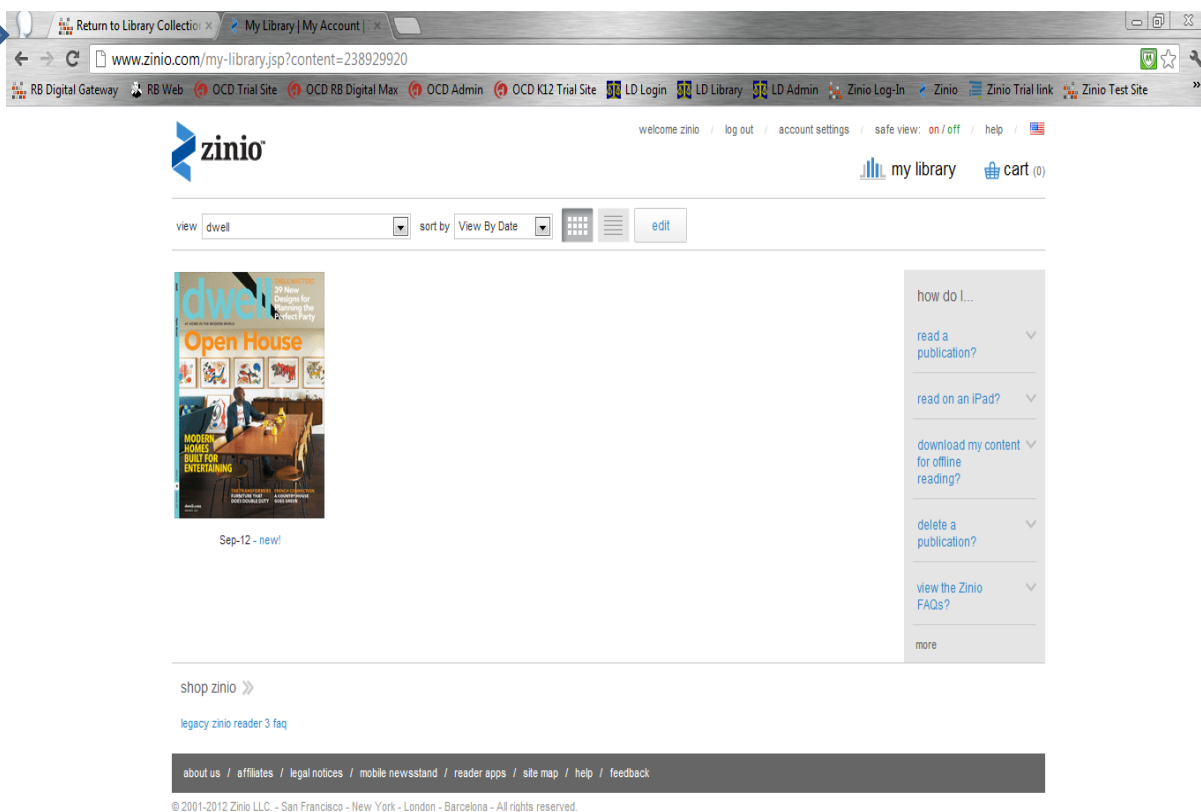
The screenshot shows a web browser window displaying the Zinio website. The address bar shows the URL [www.zinio.com/my-library.jsp?content=238929920](http://www.zinio.com/my-library.jsp?content=238929920). The page features the Zinio logo, navigation links, and a search bar. A magazine cover for 'dwell' is displayed, with a blue arrow pointing to it labeled 'Click to View'. To the right of the magazine cover is a sidebar with a 'how do I...' menu containing options like 'read a publication?', 'read on an iPad?', 'download my content for offline reading?', 'delete a publication?', 'view the Zinio FAQs?', and 'more'. Another blue arrow points from the sidebar to the magazine cover, labeled 'Reader4 Apps for Offline viewing also available'. The footer contains links for 'about us', 'affiliates', 'legal notices', 'mobile newsstand', 'reader apps', 'site map', 'help', and 'feedback', along with the copyright notice: '© 2001-2012 Zinio LLC - San Francisco - New York - London - Barcelona - All rights reserved.'

## 12. Managing Your Zinio Magazines in your Viewer

•While you are on your Zinio viewer site , if you wish to Return to Your Collection of options at your library site, you can toggle between your browser tabs at the top of your screen (in IE, Firefox, Chrome, and Safari.)

- If your settings show one browser window at a time, check your browser icon for the 'tiled' windows and select between the Return to Library Collection or the Zinio 'My Library/My Account' tab.
- If you do not have either you can simply use the right and left arrows next to the browser header to go back and forth between windows.

Click to View



The screenshot shows a web browser window with multiple tabs. The active tab is 'My Library | My Account'. The address bar shows the URL 'www.zinio.com/my-library.jsp?content=238929920'. The browser's address bar contains several bookmarks, including 'RB Digital Gateway', 'RB Web', 'OCD Trial Site', 'OCD RB Digital Max', 'OCD Admin', 'OCD K12 Trial Site', 'LD Login', 'LD Library', 'LD Admin', 'Zinio Log-In', 'Zinio', 'Zinio Trial link', and 'Zinio Test Site'. The Zinio website header includes the logo, a 'welcome zinio' message, and links for 'log out', 'account settings', 'safe view: on/off', and 'help'. Below the header, there are links for 'my library' and 'cart (0)'. The main content area features a search bar with 'dwell' entered, a 'sort by View By Date' dropdown, and an 'edit' button. A magazine cover for 'dwell' is displayed, with the title 'Open House' and a subtitle 'MODERN HOMES SUIT FOR ENTERTAINING'. Below the cover, it says 'Sep-12 - new!'. To the right of the cover is a sidebar with a 'how do I...' section containing links: 'read a publication?', 'read on an iPad?', 'download my content for offline reading?', 'delete a publication?', and 'view the Zinio FAQs?'. At the bottom of the page, there are links for 'shop zinio' and 'legacy zinio reader 3 faq', and a footer with '© 2001-2012 Zinio LLC - San Francisco - New York - London - Barcelona - All rights reserved.'



## 13. ADDITIONAL VIEWING PREFERENCES AND OPTIONS FOR YOUR PERSONAL PATRON ZINIO ACCOUNT AND SITE

If your magazine is viewable online, the Zinio online reader automatically opens when you click a magazine cover. With the online reader you can view page spreads of the magazine just like in the print edition with many areas of the magazine having added-value links.

Additional view options include using the gallery view, slide page features and quick access to the magazine table of contents page. You can even search within a magazine, print pages (in most cases) and zoom the page(s) to enjoy more page detail.

www.zinio.com/reader.jsp?issue=416218945&es=true

EILEEN FISHER

Go anywhere, or nowhere at all.

Now99  
MAY 2012

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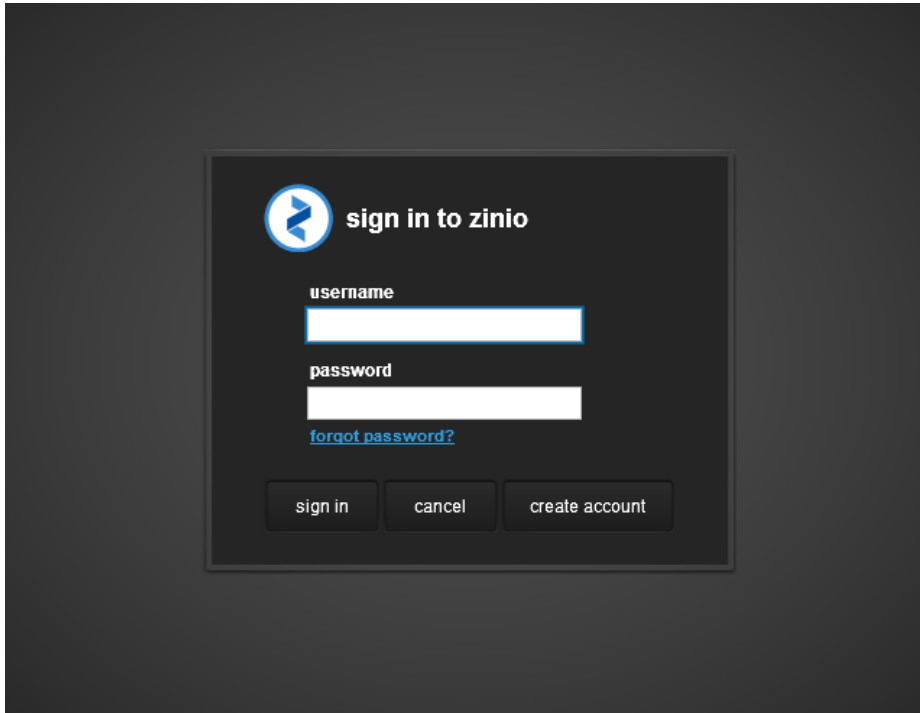
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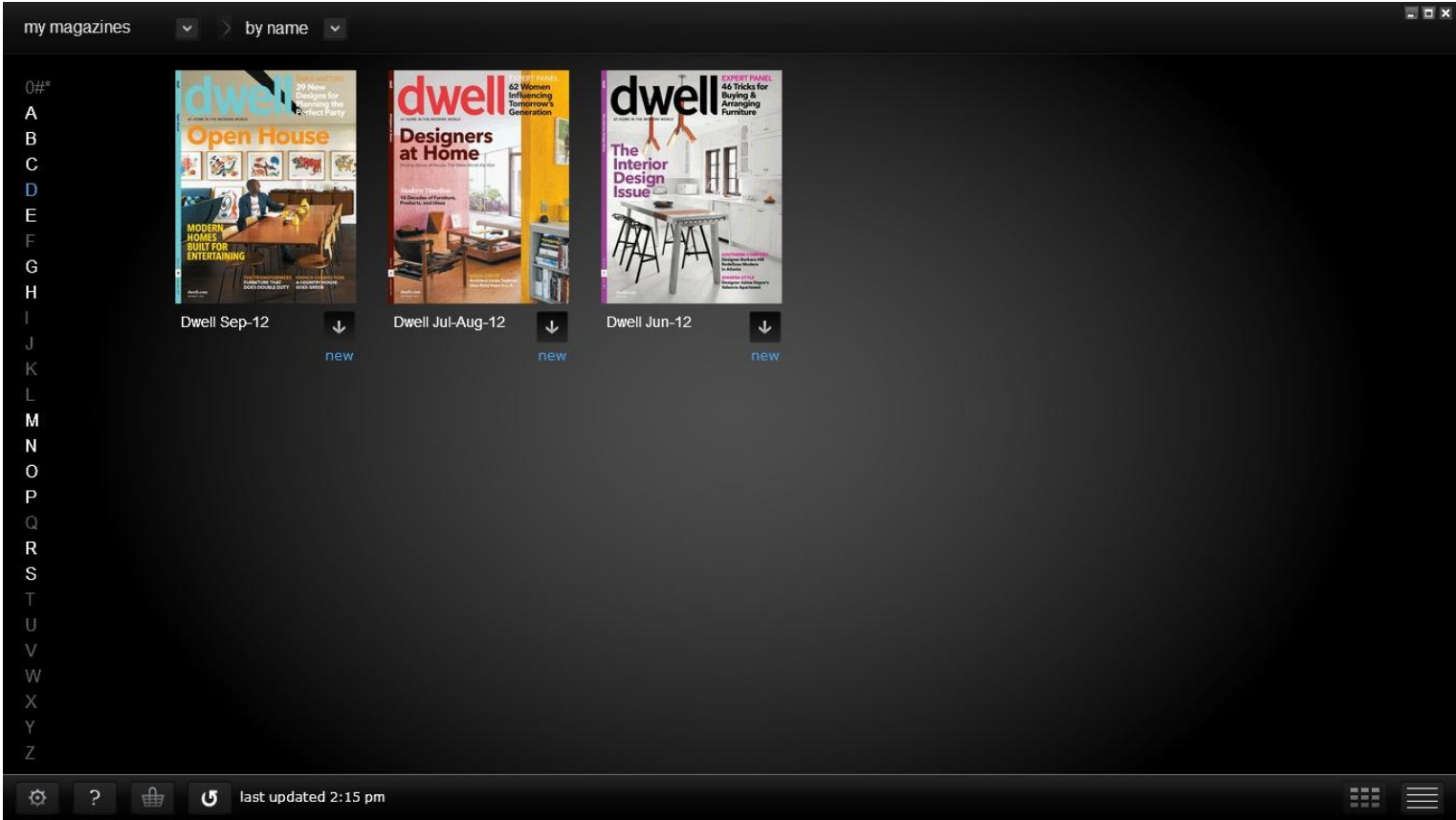
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**14.** You may also access your magazines through any of the existing Zinio Reader 4 apps available. Enter the username and password that you used when you created your personal Zinio account when prompted to sign in using the app:

A screenshot of the Zinio mobile app's sign-in screen. The screen has a dark grey background. At the top left is the Zinio logo, a blue circle with a white stylized 'Z'. To its right is the text 'sign in to zinio' in white. Below the logo and text are two white input fields: the first is labeled 'username' and the second is labeled 'password'. Below the password field is a blue link that says 'forgot password?'. At the bottom of the screen are three buttons: 'sign in', 'cancel', and 'create account', all in white text on a dark grey background.

If your mobile device does not have a dedicated App, Zinio may still be accessed using your browser feature (i.e. Nook Color/Tablet) (online connection required.) Virtually all the magazines may be viewed through a device browser (the only exception would be a magazine that requires a Zinio Reader and does not allow for online streaming.)

Magazines accessed through the apps may be viewed online or downloaded so they are available for off-line viewing:



Magazines accessed through the apps may be viewed online or downloaded so they are available for off-line viewing:

All the same viewing options are in the Apps with the added mobile device Apps features of setting a Favorite option for bookmarks and 'clipping'.

For mobile device Apps, there is an additional 'Text' option for viewing just the text for an article (on mobile Apps only.)



Thank you for familiarizing yourself with our Zinio Collection steps. We are pleased to offer this valuable online electronic resource for your viewing pleasure. There are many additional benefits to Zinio that we hope you find enjoyable. If you would like to suggest additional publications for us to consider adding to our Zinio library collection, please let us know. Happy viewing and reading!

Need more support? Check the FAQ's and Help tabs on your Library Collection page; check out the User Video link on the log-in page.

Need a little more support? Contact us at [ziniosupport@recordedbooks.com](mailto:ziniosupport@recordedbooks.com)

