

TOPSHAM PUBLIC LIBRARY

a community center for all ages

Your Guide to Topsham Public Library's Website



How to get around...

To access all of the great resources the site has to offer, use the top menu to navigate. Hovering over each section will open a submenu with further choices. If the top menu isn't for you, scroll down to the very bottom of the site where you we find a simplified menu to get you where you need to go. Both menus appear on every page!







Special Features

We highly recommend exploring the site to see all it has to offer! Here are just some of the highlights:

- Dedicated Kids, Teens and Adults sections showing new books, programs and more
- Directions, hours and our latest photos on every page
- * Other ways to connect with us through a variety of social media
- Information about staff, trustees and our policies
- Opportunities to give and volunteer.
- Access to our online resources such as the catalog, blog and the Maine InfoNet Download Library
- Integrated search capability



How do I...

Here's a handy guide to some of our most FAQs!

Access the catalog?

There are a number of ways you can access our catalog—either to look for materials, check your patron record or put an item on hold.

- Our integrated search tool enables you to search the catalog, website or both! You can find it
 by hovering over Search on the main menu. This will primarily search items that Topsham
 Public Library holds. If you would like to search other libraries or see what is currently
 available, click More Search Options.
- Prefer to go straight to the catalog? There is a link on the Search submenu and on the Renew, Request and Interlibrary Loan page on the Resources and Materials submenu

 Over.

How Do I... Continued.

Accessing the catalog:





See what's happening at the library?

There are a number of ways you can access this information. The easiest way is to scroll down on the front page, you will see the full listings of Topsham Public Library programs for the week. If you are more interested in a page that you can bookmark go to the *Community Center* menu and click on *Library Events* (or visit topshamlibrary.org/community-center/events) to see a monthly view. If you are only interested in Adults, Teens or Kids programming, click on the relevant section of the menu to see their calendars. You can also sign up for our email newsletter to learn more about events, new items and more. The sign up is on the right hand side of every page of the website!

Read the blog?

Have you ever read Topsham Tales, our library blog? If not, you are missing out! There is a post every week, and our blog page also collects posts from the Garden Committee and the Rare Reads book group. You can read it by clicking on <u>Blog</u> on the <u>Resources and Materials</u> submenu or on the bottom menu.

Download eBooks and audio books?

The Topsham Public Library is a member of the Maine InfoNet Download Library. So if you would like to download eBooks or audio books on your mobile device for FREE, just click on <u>Online Resources</u> on the <u>Resources and Materials</u> submenu and click on the Download Library icon. While you're on our online resources page, check out what else your library card gives you access to—including Marvel databases and Mango Languages.

TOP TIP: When you get to the Download Library page, sign in first with your library card number as some of the content is EXCLUSIVE to Topsham Public Library patrons.



Ask a question?

Need to renew an item, reserve/request a book, ask about volunteering, register for a program, suggest a book or simply need more information? You can contact us by clicking <u>Contact Us</u> on the <u>About Us</u> submenu or bottom menu. Have a question specific to adults, teens or kids? Hover over each section on the main menu and you will see an option to contact Emma, Cyndi or Mariah. Want to make a donation? The donation button is on every page on the right!

Find out important information?

Sometimes we have to relay important information to you such as the library being closed due to weather or a particular event that needs highlighting. We do this on the website through announcements and alerts. The beauty of these is that they only appear if we have some thing to say! An alert will appear at the top of the page (just below the images) to notify you of important information such as library closings. The announcements appear to the right of the page and highlight events and happenings at the library!