# **Basics of Using Kanopy**

## **Creating Your Account**

- 1. Go to <a href="https://ramseylibrary.kanopy.com/">https://ramseylibrary.kanopy.com/</a>
- 2. Click on ADD NEW CARD
- 3. Type in your Ramsey Free Public Library card number
- 4. Create an account Name, email and create a password



## Using Kanopy – Browsing, Checking Out and Other Features

### Signing In, Searching and Checkout

- Go to <a href="https://ramseylibrary.kanopy.com/">https://ramseylibrary.kanopy.com/</a> if using a desktop/laptop
- If using a mobile device, download the Kanopy app in the Google Play Store, App Store, or Amazon App Store.
- Login using the email and password you used when creating your account.
- Use the BROWSE feature to browse different categories of films.
- When you find an item you want to watch click or tap the WATCH button on that title, then press the PLAY button to begin the film.

#### Other Tools and Features

- Checkouts Per Month you are able to stream up to ten (10) films per month. The top right of the main screen shows your remaining checkouts for the given month. The amount resets at the 1<sup>st</sup> of each month.
- Watchlists and Playlists you can create custom lists to save films to watch later. Use the plus button next to a movie to add it to a list.
- Dashboard use this feature to see all of your lists, edit your profile, look at your viewing history and more.
- Comments/Reviews you can add comments to movies, create reviews and add ratings on any film
- Kanopy Kids here you can watch unlimited amounts of films and material that is all geared toward kids. There are also Parental Control settings that you can adjust to your preference.

