

Library Link Access Guide for Teachers



[Library Link](#) is a partnership between Seattle Public Schools and The Seattle Public Library. The program provides teachers and students immediate access to the public library's electronic resources. Students and teachers will receive barcode numbers. Access will be limited to electronic resources. (Anyone who works or goes to school in Seattle is also eligible for a standard library card, apply at any SPL location.)

librarylink

Student library card number and PIN:

The barcode is the student ID number preceded by 99 and several 0s. (A Library card number must be 13 digits long. Most student IDs are 7 digits, so most cards will have four zeroes. If an ID number is more or less than 7 digits long, it will have a different number of zeroes to make a 13 digit number.)

Example:

6-digit ID: 9900000123456

7-digit ID: 9900001234567

8-digit ID: 9900012345678

Student PINs will be their birth month and day, so if they are born on April 6 their password would be 0406

Teacher library card number and PIN:

Teacher cards begin with **991** rather than the **990** of student cards. Teachers have a six- to eight-digit teacher ID number. The card number will be padded with zeroes to make a 13-digit number, similar to the student card numbers.

Examples:

6-digit ID: 9910000123456

7-digit ID: 9910001234567

8-digit ID: 9910012345678

Teacher PINs are the last four digits of the teacher ID number. In the above examples, PINs would be 3456, 4567, and 5678.

Difficulty Signing in?

If you or your students have trouble signing in, contact SPL for assistance. Tell the staff person you are having trouble signing in with a Library Link student/teacher account.

- SPL Quick Information: 206-386-4636
- Ask a Librarian (chat, email): <https://www.spl.org/using-the-library/ask-us>
- Call your closest branch: <https://www.spl.org/hours-and-locations>

If there is no Library Link e-account created for the student/teacher, contact your school librarian for assistance.

Please note: Databases such as ProQuest will only ask for your library card number and PIN. Other resources, such as Mango Languages or Hoopla require you to create a free account, using an email address.

- These free accounts have not automatically been set up, so if you are prompted for an email address, look for an option to “sign up.”
- Supply your email address and create a password. Some may ask you to add your library (use any Seattle Public Library).
- If a student signed up previously they may need to follow the link to reset their password if they do not remember it.

Accessing E-books

- For students accessing e-books or e-audio on a phone or tablet, have students download the *Libby by Overdrive* app. It’s much easier and more intuitive to use than the older *Overdrive* app.
- Most of our e-books are available in both ePub and Kindle formats. If students are using a Kindle, they will also need the Amazon account linked to the Kindle to complete the e-book download process. Kindle Fires (Kindles that function like tablets) will allow you to load the Overdrive app and you could bypass the need for the Amazon account information. (Libby is not available for Kindle.)

Where do I find the resources for students?

All electronic resources may be accessed at www.spl.org - Here are some highlighted resources for middle school and high school students:

- Downloadable e-books and e-audio from [Overdrive](#)
- Streaming music, videos, and digital graphic novels from [Hoopla](#)
- Streaming and downloadable music from [Freegal](#)
- Streaming feature films and documentaries from [Kanopy](#)
- [Online research databases](#) like Proquest, Britannica Online, Opposing Viewpoints, Biography in Context and more
- [Job resources](#) for creating resumes and finding jobs
- [Online learning](#) for test preparation, language learning, and software skills from Lynda.com