

# HOW TO CREATE & SHARE PLAYLISTS FOR CARDHOLDERS



















## **CREATE PLAYLISTS**

- 1. Log in to your library's Freegal® Music site with a valid library card.
- 2. Navigate to My Music and press the Playlists tab at the top.
- 3. On the mobile app, press the button called **Create a Playlist**. On the website, press the circle with a + sign next to "My Playlists".
- 4. A menu will appear. Select either **My Download Playlists** or **My Streaming Playlists**. These options may differ depending on your library.
- 5. Next, name your playlist and press **Create**.
- 6. To add music to a Streaming Playlist, navigate to a song in the Home, Browse or Search section and press the button with 3 dots next to the song and press **Add to Streaming Playlist**. Press the name of your desired playlist and it will be added.
- 7. To add music to a Download Playlist, first you must have downloaded a song. Your downloaded music can be found in the Songs tab within My Music. Navigate here and press the button with 3 dots next to the song and press Add to Download Playlist. Press the name of your desired playlist and it will be added.
  - \* Please note that only Streaming Playlists can be shared with your library. Download Playlists cannot be shared with your library.

## **SHARE PLAYLIST**

1. Navigate to My Music and press the Playlists tab at the top.

### 2. Mobile

On the mobile app, press the button with 3 dots next to the playlist to view the menu options. Press the **Share with Library** option

#### 3. Website

On the website you can hover over your playlist to see the menu button (3 stacked dots) and press **Share to Library**, you can also click your playlist to view it's detail page and press the gear icon to view the same menu options.

\* Please note that if you intend to share this playlist with your library it will first need to be approved by your library admin.