



Sora is the CMS ebook platform for academic, professional, & leisure reading!

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SORA SETUP

To set up Sora:

1. Go to soraapp.com or download the app (Sora by OverDrive available in the App Store or Google Play) on your device. The steps are the same either way.
2. Click **Find My School**.
3. If Charlotte Mecklenburg Schools isn't one of the schools that pops up, click **My school isn't listed** at the bottom of the screen, then type in **Charlotte OR your School Name** (either works!)
4. Select **Charlotte Mecklenburg Schools or Your School**, then follow the prompts to login. You will have three options (shown below). One of the first two options should work for you. Do not use the third option.

Charlotte-Mecklenburg
Schools

[Not your district?](#)

 School Admin Login

 Login with NCEdCloud

 School Admin/Central Office
Login

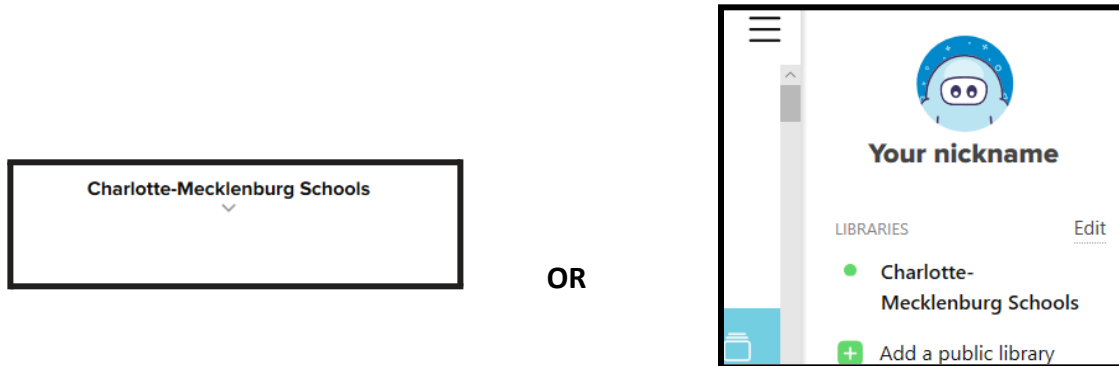
Having trouble? [Get help signing in!](#)

[District Admin Login](#)

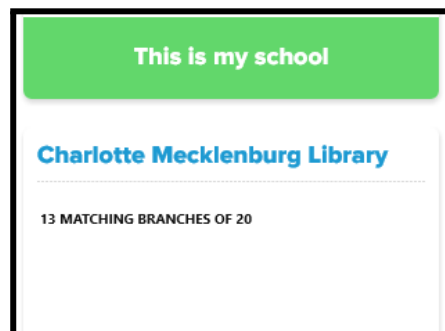
Add two additional libraries:

Once logged in to your CMS account, follow these steps to add two more libraries you access all from the same app:

1. Select **Dropdown** at the top of the screen, OR the **hamburger/options menu** in the top right corner, and select **Add a Public Library**



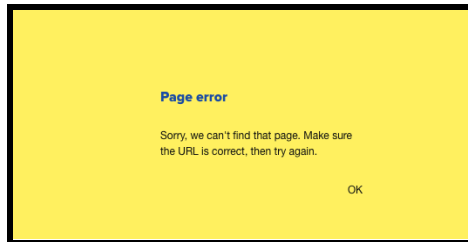
2. Type **Charlotte** again and scroll to/select the **Charlotte Mecklenburg Library**. The first time you check out a book from the Public Library you'll need to log in using your ONE Access ID:
 - Students: Student ID
 - Staff: CMS+NC EdCloud ID (cmsxxxxxxxxxx)



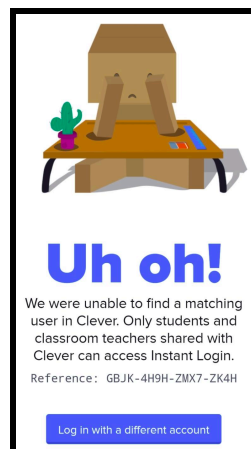
3. Follow step 1 again, then type in **NC** and select **NC Kids Digital Library**.
4. The first time you borrow a book from NC Kids you'll need to log in using your Clever credentials - make sure you select Charlotte Mecklenburg Schools from the drop down menu.

Trouble-shooting Tips:

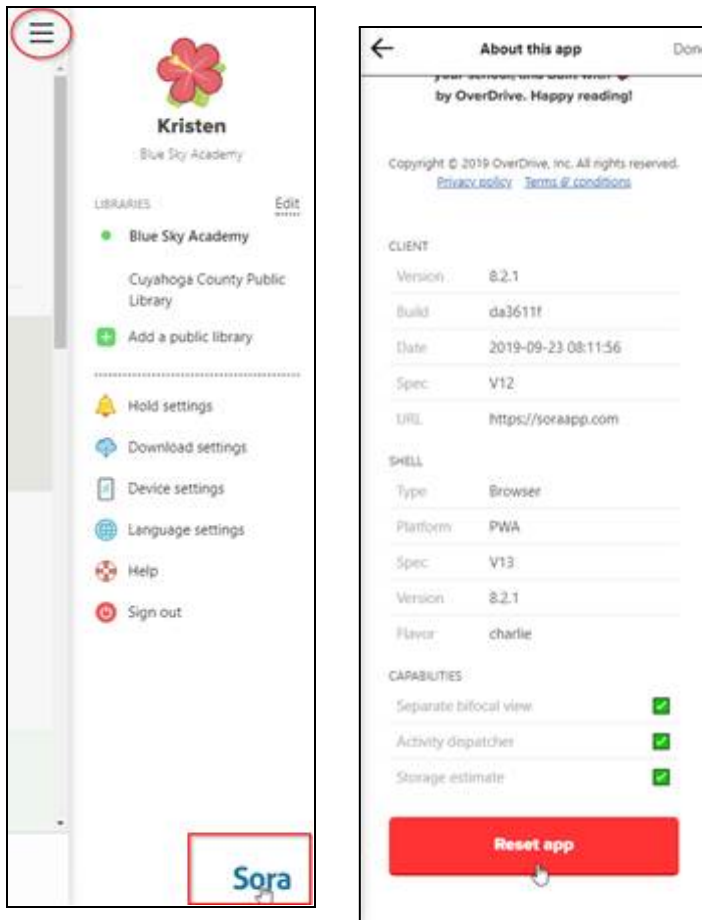
1. If the directions above do not work for you, try logging into **NCEdCloud**, then **Clever**, then **Sora** and attempt it again starting at Step 2 above. Do this before requesting assistance from the CMS Technology Services Help Desk.
2. **Problem:** You get into a cycle where your info seems to work but it keeps directing you back to the log-in screen. **Note: this seems to happen more often with district staff who are not directly affiliated with schools. Overdrive is aware and working to resolve the issue.*
Solution: Clear your cookies, close your browser completely, then open it back up and try again. If that does not work, try logging in on a separate device (try using the Sora app on your phone). If you continue to be stuck in this cycle, email kimberly.ray@cms.k12.nc.us.
3. **Problem:** You get a yellow screen that reads “Page Error.”
Solution: Try the same steps described for problem number 2, and email kimberly.ray@cms.k12.nc.us if the problem continues.



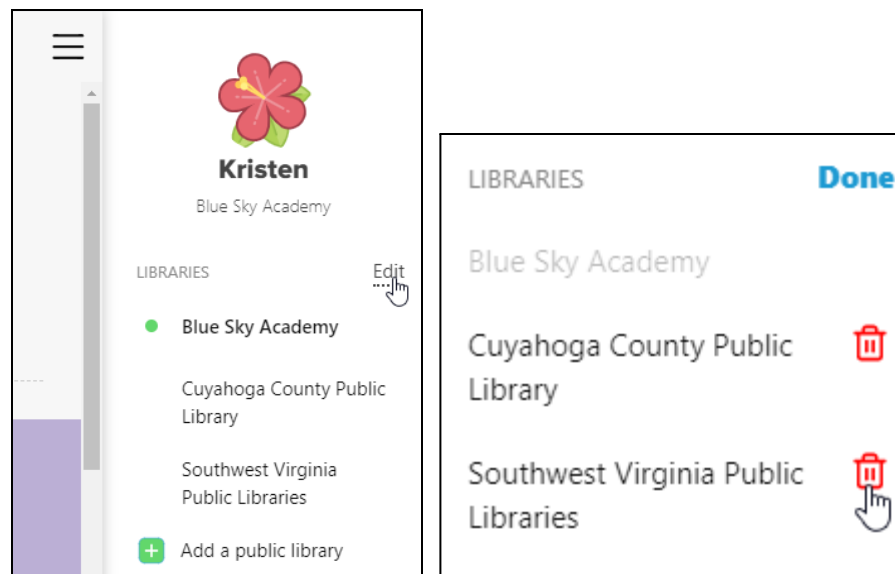
4. **Problem:** If you get an **Uh oh!** screen, it may mean you are not in PowerSchool as an active member.
Solution: Have your school level PowerSchool data manager check to see if you are active. If not, they can add you to PowerSchool as an active staff member. After PowerSchool syncs with Clever overnight, you should be able to follow these directions and get in. If you are already active on PowerSchool, move to step 3.



5. **Problem:** You are unable to add libraries to your Sora Account.
Solution: Reset Sora following the steps below.
 - In the settings menu, click on Sora at the bottom, then click “Reset app” at the bottom of the next screen.



- Remove the public library(ies) and add it/them back.



6. For any issues not described here, submit a ticket through **Cherwell** -> **Canvas and Clever** -> **Issues with Clever Applications**.

Find EL books by Module:

1. Click on **Explore** at the bottom of the screen to get to the Charlotte-Mecklenburg Schools home screen.
2. From the Charlotte-Mecklenburg Schools home screen (shown below), click on **Collections**.



3. From the Collections list, select the Grade/Module that you want. For example, **K mod 3 - Trees are Alive** contains the recommended and required reading that is available in ebook format for Kindergarten module 3.

Renew a Loan

Each loan will last for two weeks. If there are no holds on the title, you will be able to renew your loan at the end of the two weeks. There are two ways to renew, as well as a back-up option. You can renew once you get to 3 days before the book is due, anytime until it is automatically returned.

Renew Option 1:



1. Go to **Shelf**.
2. Select **Loans**.
3. Select **Options**.
4. Select **Renew**, then select **Renew** again.

Renew Option 2:



1. When your book is due soon, you will see a notification in the top corner.
2. Click on the bell, and you will have the option to click **Renew Loan**.

Back-up Option - Check out book again:

If you forget to renew your loan and it is automatically returned, as long as there are copies available you will be able to check the book out again. Follow your normal steps to check the book out.

Notes:

- If you don't see the "Borrow" option, click refresh on your screen and it should appear.
- When you re-check out the book, it will open up to the last spot you left, and your highlights, annotations will appear as well.

SORA NAVIGATION

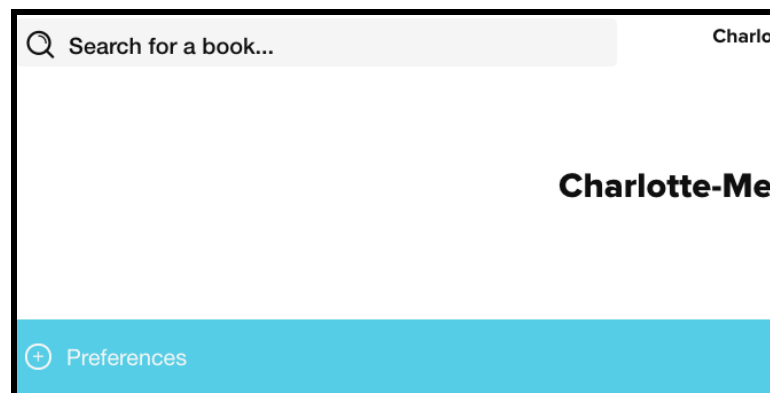
Once you have set up your Sora account, you are now ready to navigate and explore the wealth of resources. There are several ways to search for books. Use one or more of the following options.

Preferences

- Before you start searching, you may want to limit the books that appear for you. To do this, use the navigation buttons along the bottom menu to locate the **Explore** menu.



- From the **Explore** screen, click on the word **Preferences** in white.



- You'll now be able to adjust preferences, including if you want to search for just ebooks or just audiobooks, if you only want to see books that are available (instead of books you may have to put on hold), or any of the other options shown below.

Available books	Everything
Sort by	Default
Format	Any
Language	Any
Audience	All
Compatibility	Sora

These preferences apply to all lists.

Apply

Explore

- Use the navigation buttons along the bottom menu to locate the **Explore** menu.



- You are now ready to begin exploring resources. Some options you may see as you scroll down the page are:

Just added!

Ebooks newly added to the CMS collection

Listen Up! Newly added audiobooks

Audiobooks recently added to the CMS collection

Popular Subjects

463 Juvenile Fiction	317 Juvenile Nonfiction	290 Juvenile Literature	183 Young Adult Fiction
130 Biography & Autobiography	123 Science	122 Young Adult Literature	96 History
90 Picture Book Fiction	76 Sociology	69 Young Adult Nonfiction	64 Historical Fiction
63 Nature	63 Nonfiction	61 Fantasy	56 Humor (Fiction)

[Explore all subjects →](#)

- Explore books by **Popular Subjects** or select the **Explore all subjects** button.

Collections (CMS Modules)

- From your **Explore** screen, select the **Collections tab** on the right side to explore CMS Modules.



- The modules have been created to align with district literacy and curriculum adoption resources. For example, 1st mod 1 - Tools and Work corresponds to first grade Module 1.
- Of particular note is the **Professional Development** Collection. 37 Professional Development A curated and continuously growing collection of professional titles is available to CMS staff.
- Clicking on the module title will take you to the ebooks for that module. Use the Refine tab on the right

[Refine ≡](#)

side to refine your search.

- Click on the image of the book to learn more, read a sample, add the title to a list, or borrow the book.

Billions of Bricks

Kurt Cyrus

FORMAT	Ebook	Two, four, six. Look at all the bricks! Grab a hard hat and all your tools, and get ready for a construction adventure in counting! This clever, rhyming picture book leads readers through a day in the life of a construction crew building with bricks. A brick may seem like just a simple block, but in groupings of ten, twenty, and more, it can create many impressive structures, from hotels to schools to skyscrapers. Billions of Bricks from Kurt Cyrus is a terrific introduction to counting in quantities for children. A Christy Ottaviano Book
AUTHOR	Kurt Cyrus	
ILLUSTRATOR	Kurt Cyrus	
AUDIENCE	Juvenile	
SUPPORTS	Kindle (U.S. only)	
AVAILABLE COPIES	5	
TOTAL COPIES	5	

[FEWER DETAILS](#)

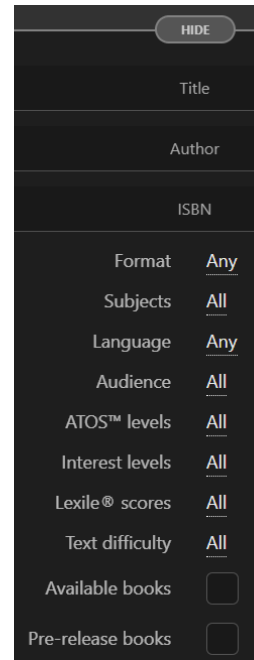
Borrow

[Read sample](#)

[Add to list](#)

Search

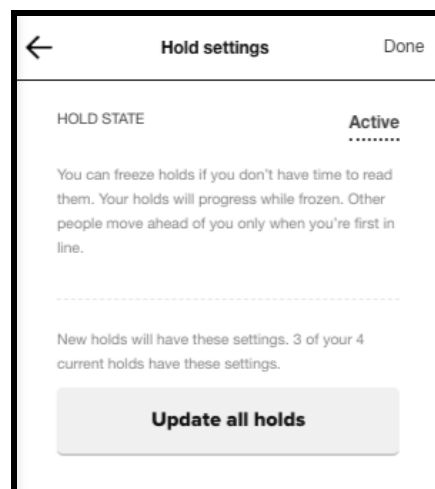
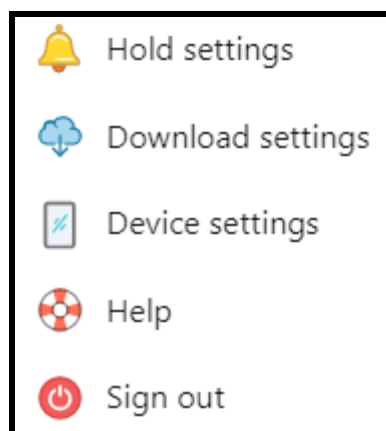
- The search feature is imbedded in Sora and may be accessed in the upper left corner of the **Explore** menu. Simply enter the title, author, or ISBN for the book.  Search for a book...
- Be sure you include all of your libraries (Charlotte Mecklenburg Library, NC Kids Digital Library, etc.).  Search all of my libraries
- You also have the ability to conduct an **Advanced Search** which allows you to further refine your search by format, language, Lexile, text difficulty, etc. and other parameters.  For example, if you only want to see audiobooks, change the “Format” to “Audiobooks.”



A vertical menu of search filters. At the top is a 'HIDE' button. Below it are fields for 'Title', 'Author', and 'ISBN'. A section titled 'Format' has a dropdown menu set to 'Any'. Other filters include 'Subjects' (All), 'Language' (Any), 'Audience' (All), 'ATOS™ levels' (All), 'Interest levels' (All), 'Lexile® scores' (All), 'Text difficulty' (All), 'Available books' (checkbox), and 'Pre-release books' (checkbox).

Hold Settings

- You can adjust the hold settings on your account by clicking on the **menu** (three stacked lines) in the upper right corner. 
- From there, click on **Hold Settings** by the bell, then adjust the settings you prefer based on whether you want holds to download automatically, or if you want to continue to move up on the hold list but hover in the first position in line for a set period of time until you’re ready to check it out. Make sure you click **Update All Holds** before you click **Done**!

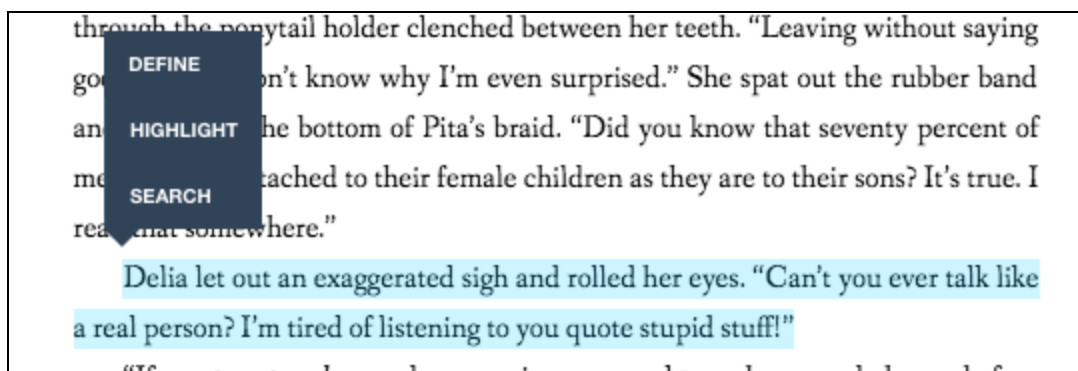


- When your hold is ready, you’ll see a notification in the top right corner of your screen. When you click on it, you have the choice to check your book out right away or to extend your hold until you’re ready.

OTHER/MISCELLANEOUS

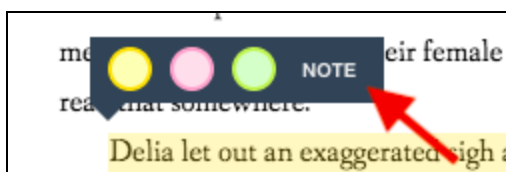
Annotating & Highlighting

You can click and drag your mouse to select text you might want to highlight or annotate.



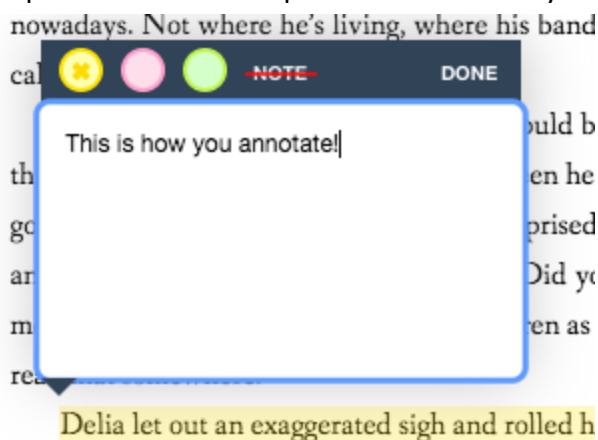
Highlighting

If you click highlight, you will have a choice of colors to choose. Selecting the text again and clicking on the current color will remove the highlight.



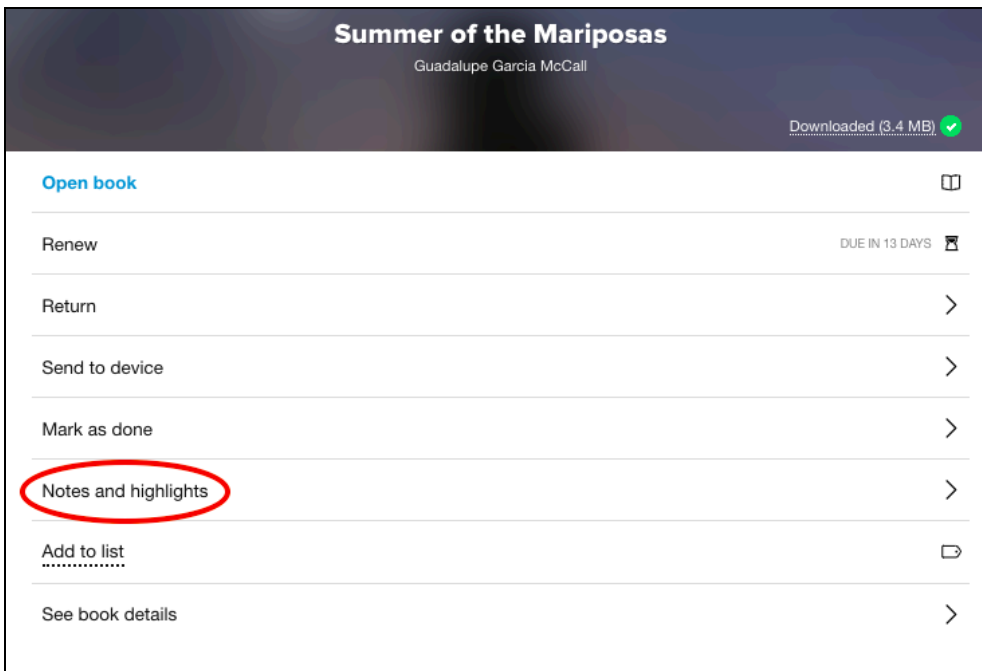
Annotating

Clicking on the word “Note” after clicking Highlight will allow you to write a note. Once you click “Done”, you can pull the note back up to view or edit it by clicking on the highlighted text.

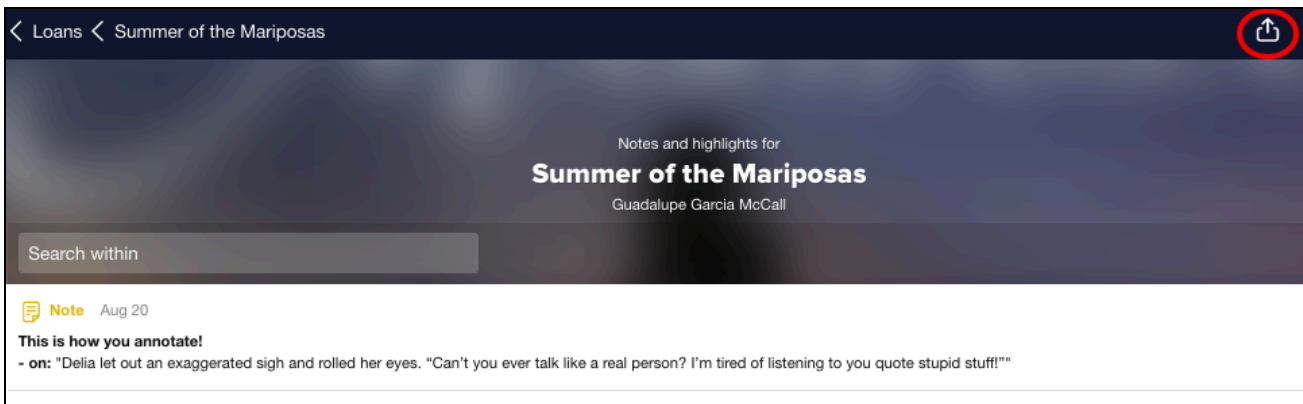


Viewing and Sharing Highlights and Annotations

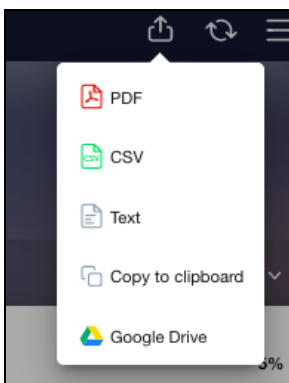
From your shelf, if you click on the cover of the book you will open the page shown below. If you click on “Notes and Highlights” you’ll see all notes and highlights you have created for that text on one page.



From the Notes and Highlights page, if you click on the Share button (the square with the arrow pointing out of the top) you will get a list of ways you can share it.

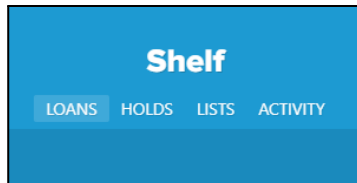


Clicking “Google Drive” will allow students to create a PDF in Drive that they can then share directly with teachers. Alternatively, they can click “PDF” and submit the PDF within Canvas.



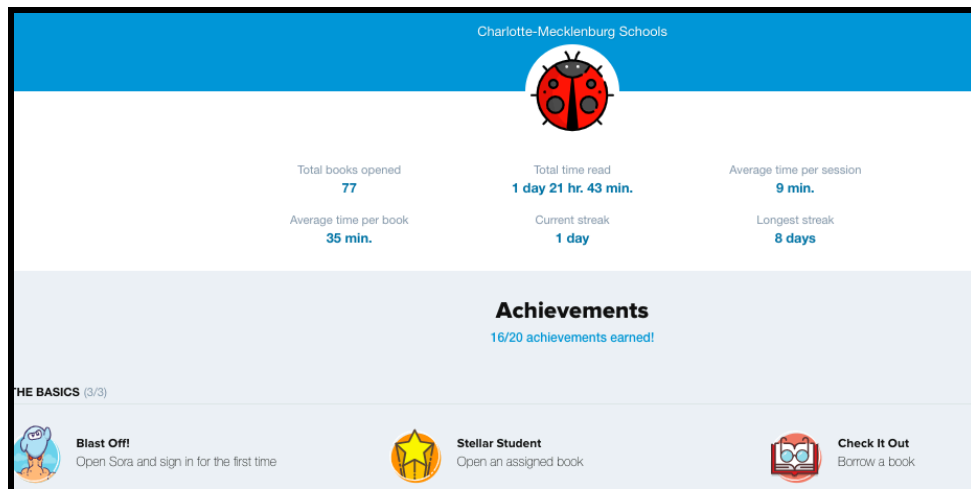
Shelf

Your **Shelf** is where books you have borrowed will be located. You can search your shelf by loans, holds, lists, and activity.



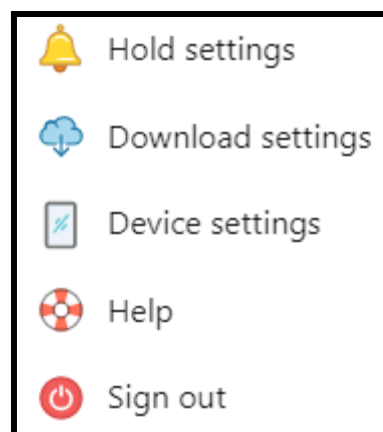
Me

The **Me** section is about you, the user. You can keep track of the books you have opened and read, the average time it takes to read, streaks, achievements, etc.



Menu / Help

If you ever lose your way, just select the **menu** (three stacked lines) in the upper right corner.

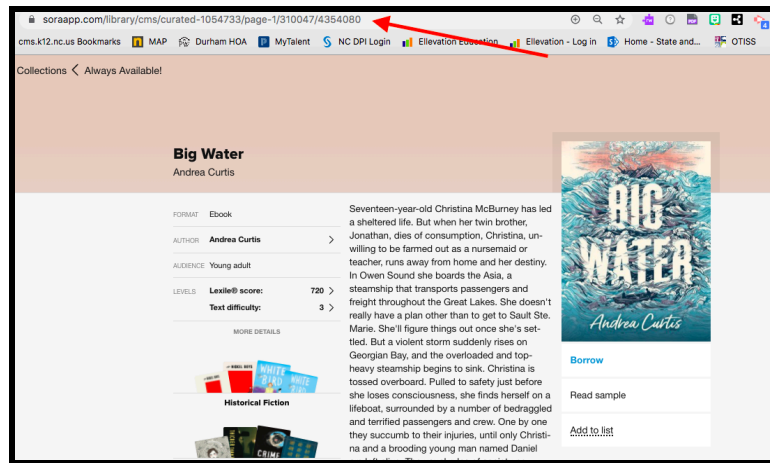


You have access to **Settings**, **Help**, and other features.

Sharing a Specific Title

To send a title directly to another Sora user:

- Go to Sora on your browser, and click on the cover of the book so that it opens the info page for that book (do not click “Borrow”).
- Select the address in the address bar, and copy it. (Control C)
- Share that address with the other user. If they are already logged in to Sora it will take them directly there. If not, they will be cued to log in, and then will be directed to that page once they are logged in.



- Note: If you share a title from the “Always Available” collection in this way, your student will be able to check the book out right away. Any other title, it is possible that they will need to “Place Hold” if all of the copies are currently checked out.

If you need your student to have longer access to a title, or if sharing a title as described above is not an option, your media coordinator can assign a title to a user from the Overdrive Marketplace Advantage Account. Please see them for this option if necessary.

Sharing a Collection

To send a Collection of books directly to another Sora user:

- Go to Sora on your browser, open the Explore tab, and Click on [Collections](#).
- Click on the Collection that you would like to share.
- Select the address in the address bar, and copy it. (Control C)
- Share that address with the other user. If they are already logged in to Sora it will take them directly there. If not, they will be cued to log in, and then will be directed to that page once they are logged in.

soraapp.com/library/cms/curated-1085339/page-1

CMS Bookmarks MAP Durham HOA MyTalent NC DPI Login Ellevation Education Ellevation - Log in Home - State and... OTISS

more < Collections

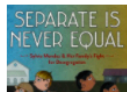
Anti-Racist Books for Kids

The list that inspired this collection can be found with other incredible resources for talking with children about race on EmbraceRace.org.
<https://www.embracerace.org/resources/26-childrens-books-to-support-conversations-on-race-racism-resistance>

Showing 17 ebooks and 10 audiobooks. Includes: Juvenile Nonfiction (17) Biography & Autobiography (11) Juvenile Literature (10) and more.

+ Preferences Refine

Separate Is Never Equal •
Duncan Tonatiuh



[Borrow](#)

[Read sample](#)

We Are Grateful • Traci Sorell



[Borrow](#)

[Listen to sample](#)

We Are Grateful: Otsaliheliga •
Traci Sorell



[Borrow](#)

[Read sample](#)

Ruth and the Green Book •
Calvin Alexander Ramsey, Gwen Strauss



[Borrow](#)

[Read sample](#)