



BARD Express with Screen Reader

Applying for a BARD Account

You can easily apply for a BARD account.

BARD stands for **Braille and Audio Reading Download**. You can access all the digital books and magazines available through the National Library Service for the Blind and Print Disabled, or NLS.

Eligible NLS patrons can use their BARD account to access more than 110,000 audio and braille books. BARD also has over 80 current magazines available for downloading. **Try it out!**

1. Navigate to the NLS BARD website to start your application. The web address is **nlsbard.loc.gov**.
2. When you first land on the website, you find yourself in the **Username** edit field. Jump out of the form field with the **ESC** key.

Tip: To apply for a BARD account, you must meet three requirements: You must currently be an NLS patron, have an active email account, and have access to the Internet. If you don't have an NLS account, you can call their toll-free number for help with signing up: 1-800-424-8567.

If you prefer to apply online, visit the NLS website for more information: loc.gov/nls.

3. Use the keyboard shortcut **NVDA + F7** to list the links on the page. The **NVDA** modifier key can be either the Insert or **Caps Lock** key, depending on your configuration.
4. Use the **Up arrow** key to move through the list. At the top of the list, find the link “**BARD Application Instructions.**” Press the **Enter** key to open this link.
5. You land on a new page where you find your application instructions.
6. Use your **Down arrow** key to move through the list of links and find “**Link to BARD application for individuals.**” Press **Enter** to open it.
7. You’ve opened a new application web page, and you’ll be filling out a form.

Completing the Application

8. Tab to your first item: a combo box. Press **ALT + Down arrow** to open the drop-down box, and select the library you are connected with.

Tip: This is important because your local NLS library processes your BARD application.

9. Arrow down or use first-letter navigation to find your home state in the list.
10. Once you've found your library, press **Enter** to select it. Then press **Tab** to get to the **Submit** button. Press the **Spacebar** to select it.
11. You've opened the BARD individual application page, and here is where you enter your personal information. You land in the middle of the page, so press **Shift + Tab** repeatedly until you hear your first edit field, "**First Name, colon.**"
12. Tab through each edit field and complete the form. Near the end, you are asked to provide your email address. BARD uses your email address as your username on the account. It's really important that you sign up for BARD service with the same address you used when you signed up for the NLS service.
13. After the **Email address** and **Confirmation** edit fields, tab to a combo box to select the type of player you will be using.
14. Press **ALT + Down arrow** to open the combo box. Either use the arrow keys or first-letter navigation to select your player. For example, press the **N** key to get to the **NLS Digital Talking Book Player**, and then press **Enter** to select it.

15. Tab to the **Submit** button and press the **Spacebar** to select it.
16. Once you've completed the application process, you'll get an email from BARD with your new username and password.

Now you can easily apply for a BARD account. Try another workshop to learn how to log in and start using your BARD account.

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