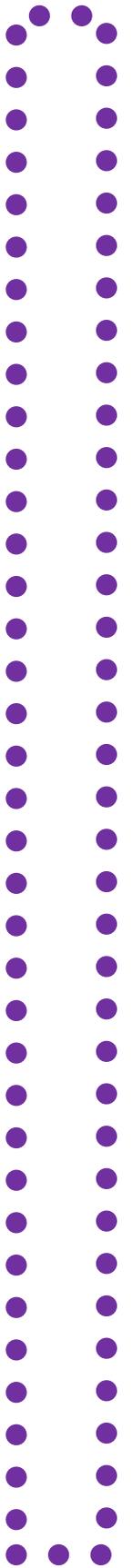


***DOWNLOADING
LIBRARY E-BOOKS***

iPads

iPhones

iPod Touch



Downloading Library E-Books to iPad, iPhone, and iPod Touch

To download a library e-book to an iPad, iPhone, or iPod Touch, you need:

- iOS 4.0 or newer
- the OverDrive Media Console app (Download this app from the App Store)
- An Adobe Digital Editions account
- a valid library card from a participating library

NOTE: If you have a Kindle account and use the Kindle app on iPad, iPhone, or iPod Touch, you can download books and read them via the Kindle app. To do this, follow the instructions in the “Downloading Library E-Books to Kindle” handout.

First, you need to authorize the OverDrive Media Console app with your Adobe ID. You only need to do this once. When you log in again, it will remember your authorization.

1. Open the OverDrive Media Console app. Touch the *Get Books +* button on the upper right, and then click on *Settings* at the bottom. Touch the *Authorize* button.

2. Enter your Adobe ID and password. If you don't have one:

- Touch *Get a free Adobe ID*. Safari will open and redirect you to the Adobe website.
- Touch *Create an Adobe Account*, and you will be taken to a form that asks you to supply some information. Fill in the form (all fields with a red asterisk are mandatory; others are optional). Touch *Continue* at the bottom.
- Exit Safari, open OverDrive Media Console, and then follow the steps above to log in with your newly created Adobe ID.

3. Proceed to checking books out. Touch *Get Books* on the bottom of the screen, and continue using the instructions below (starting with step 2).

Checking books out:

1. Open the OverDrive Media Console app. Touch *Get Books +* on the upper right.

2. Touch *Add a Library*. Enter 06415 (or the zip code of your home library) and then touch *Search*. Select your library, then select *Library Connection, Inc.* (Note:

After the first time you do this, the app will remember Library Connection. Rather than touching “Add a Library,” simply touch “Library Connection, Inc.”) Safari will open.

3. Touch *Sign In*. Select your library from the list, and then enter your library card number (with no spaces). Your library card number is the 14-digit number printed immediately below the barcode. **Please note that your library card must be from a participating library. If you live in a town whose library does not pay to be a part of the OverDrive consortium, unfortunately you will not be able to use the OverDrive service.** Select the *Remember me on this device* box if you want your device to remember your library card number and then touch *Sign In*.

4. Select a book to check out.

- Touch the *Browse* icon at the top. This will allow you to browse all titles, or to browse by category. Once you choose a category to browse, you can limit the search to items that are currently available by selecting the *Available Now* box, and then touching *Submit*.
- You may also search for specific titles or authors by touching the *Advanced Search* icon.
- Once you find a book you would like to read, click either *Place Hold* (see more on placing holds below) or *Borrow*. **Please note that only e-books in the ePUB format and audiobooks in the mp3 format are compatible with the OverDrive Media Console. You will see both formats in your search results. Be sure you are getting the correct format – ePUB is for reading, mp3 is for listening.**
- Once you have added a book to your cart, you can either touch *Continue Browsing* to search for more books, or *Proceed to Checkout*. You may have up to four items – e-books and audiobooks – checked out from the OverDrive catalog at any one time. If you try to check out more than four, you will get a message telling you that you can't check out any more items until one or more are returned.

5. Check out your book. Touch *Proceed to Checkout*, select a lending period for each item you are checking out (most items give you the option to select a 7-, 14-, or 21-day checkout period), and then touch *Confirm Check Out* at the bottom of the screen.

6. On the next screen, touch *Download*. Safari will exit and OverDrive Media Console will automatically open and start downloading your book. Click the book title to start reading.

Return E-Book Early

Downloadable e-books will automatically be returned to the library's collection at the end of the lending period, and there are never any fines on them. However, you may return e-books early if you wish to remove the title from your account or to make titles available for other patrons to checkout. (If you do not return the e-book early, at the end of the lending period the book will simply expire.)

To return a downloadable e-book early:

1. Open OverDrive Media Console.
2. Touch the plus sign to the right of the book title you wish to return OR swipe your finger across the title. A red box will appear that says *Return/Delete*. Touch this box.
3. Select *Return then Delete*. This will return the book and delete it from your device. (If you select *Delete Only*, it will remove the book from your device but will NOT check it back in, and you will be able to download it again until your loan period expires.)

Place a Hold

You may place holds on any items that are currently checked out to another patron. Log in as directed above and find the item you would like to place on hold. Touch *Place a Hold*.

You will then be brought to a screen where you will be asked for an email address. Fill in your address, then touch the "place a hold" button. You will receive an email when the e-book is ready for you to download. You will have 48 hours **from the time the email is sent** – not from when you read it – to log in to OverDrive and check out your item.

When you get the email that the e-book is ready for you to download, open OverDrive Media Console and follow the same steps as above to log into the library catalog. Once you are logged in, touch *My Digital Account*, touch *My Holds*, and add any available holds to your cart. Then you may follow the checkout procedure above.