

# Overdrive Step by Step

**NOTE: Currently, Overdrive does not work with Kindle.**

1. Go to the library website and click on the menu option 'Digital Download Center.'



2. The Download Center looks the same for all libraries. You can search it or use the categories on the left hand side to browse. Be aware that some items are audio or e-book only.



3. Before you can get material, you will need to download some software. For audio books, you only need to download the Overdrive Media Console. For e-books you will need to download the Overdrive Media Console and Adobe Digital Editions. For Smartphone compatible books, you will also need Mobipocket Reader. The software is available on the bottom right column of

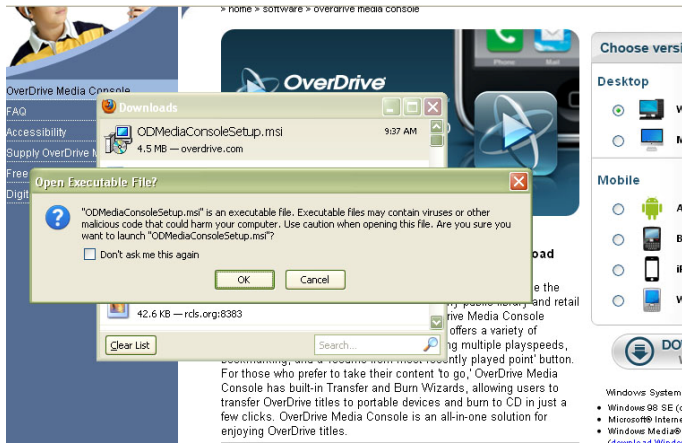


the Download Center.

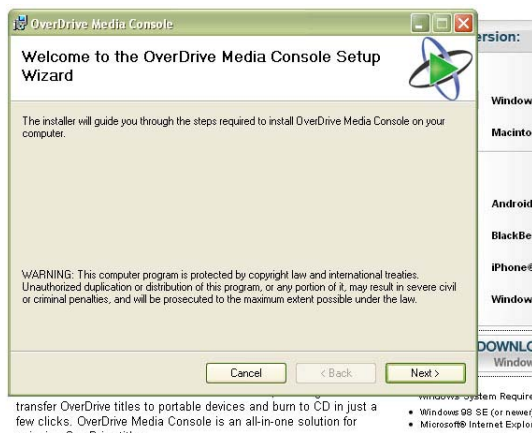
4. To download the Overdrive Media Console, click on the link. It will bring you here:



5. Choose your compatible device then click download.



6. A dialog box will ask you about loading a .exe file. Click Ok.
7. The Overdrive Media Console Setup Wizard will open. Click Next.

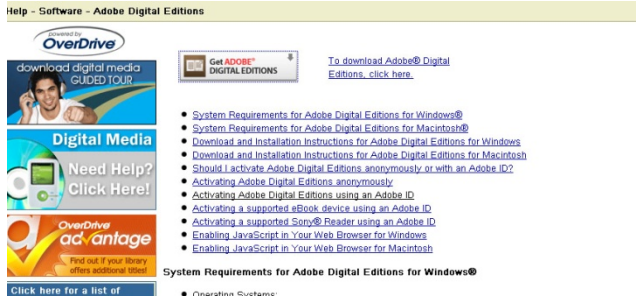


8. A prompt will ask you to agree to the licensing agreement for Overdrive. If you accept the terms, click accept to proceed.
9. Another prompt will ask you to confirm installation, click next. You're done installing the Media Console! When you download an audiobook, the console will automatically open.

10. If you would like to download an e-book you will also need to download Adobe Digital Editions.



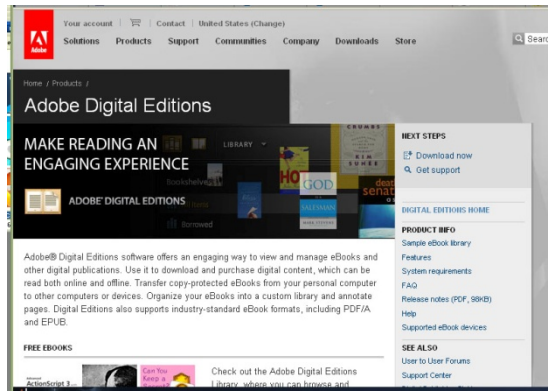
11. Clicking the link from the Download Center for Adobe Digital Editions will take you to this page:



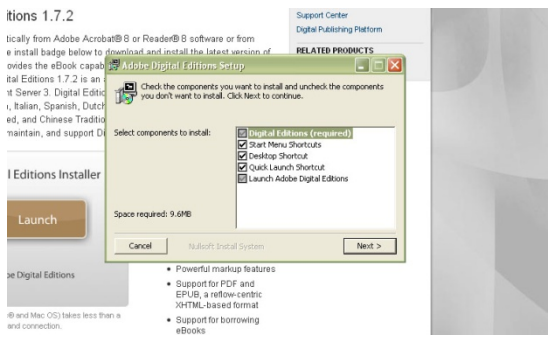
You can explore the information on this

page or choose to click 'Get Adobe Digital Editions.'

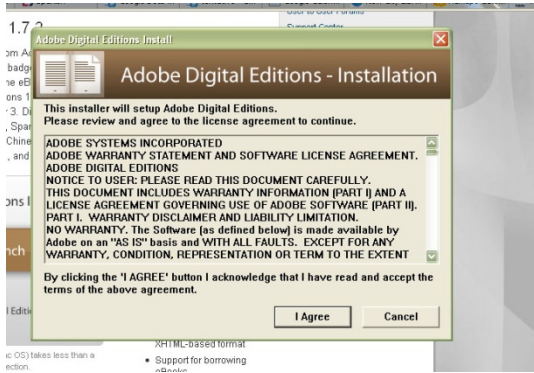
12. Clicking 'Get Adobe Digital Editions' Will take you here:



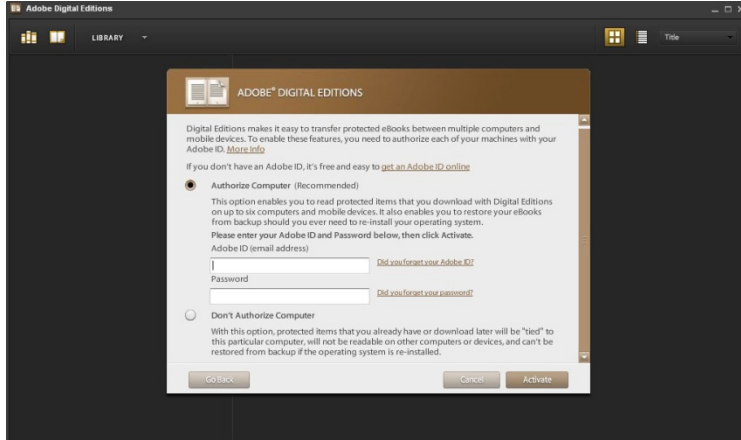
13. Scroll down the page to find the big 'Launch' button. Click it to begin downloading. You can choose not to create shortcuts to the Reader by unclicking some of the options.



14. Accept the licensing agreement to continue.



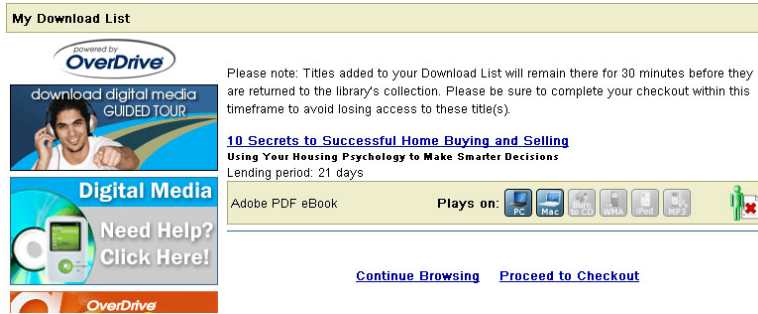
15. Once fully downloaded, Adobe Digital Editions will bring up a Setup Wizard. It will prompt you to create an Adobe ID. You can still use Digital Editions without an Adobe ID, but you will not be able to transfer your books to an e-reader.



16. Whew! Now you're ready to download! You will notice as you browse that some records say 'Place a Request' instead of 'Download'. Those books are currently in use by another patron. Placing a request will prompt the system to e-mail you when the title becomes available. This is not done through the library, so the website will ask you for an e-mail address.

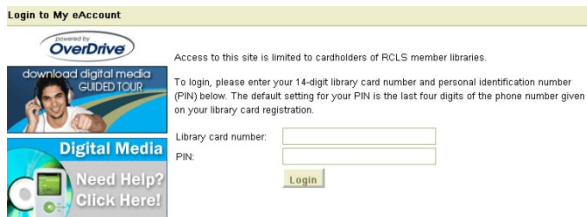


17. Once you choose something that is available to download, it will be put in 'My Download List'. If you have not yet logged in, this list will not be saved when you log out.



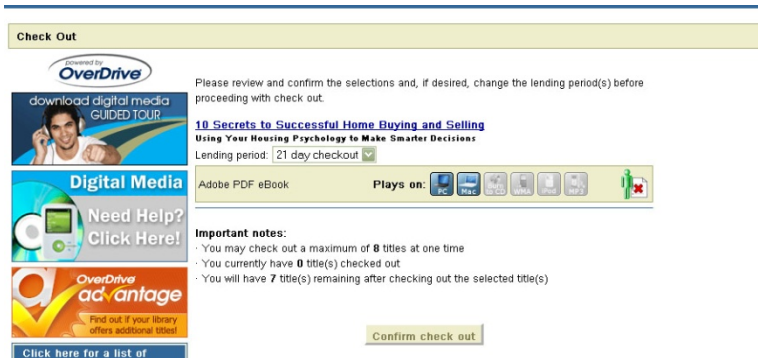
18. When you're done browsing, you can choose 'Proceed to Checkout' at the bottom of 'My Download List'.

19. Login using the barcode from the back of your library card. Your pin is the last four digits of the phone number associated with that card.



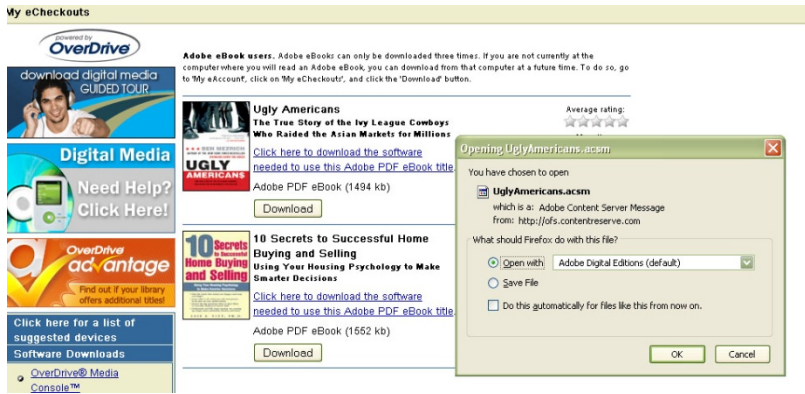
NOTE: If you owe more than five dollars in fines, have more than three items overdue or one item more than seven days overdue, Overdrive will not allow you to login. It will tell you come see Circulation. At that point, you must resolve you overdues and fines to get access. The library cannot waive fees or overdues for Overdrive use.

20. You will be prompted to confirm Check Out. Click the 'Confirm Check Out' button.

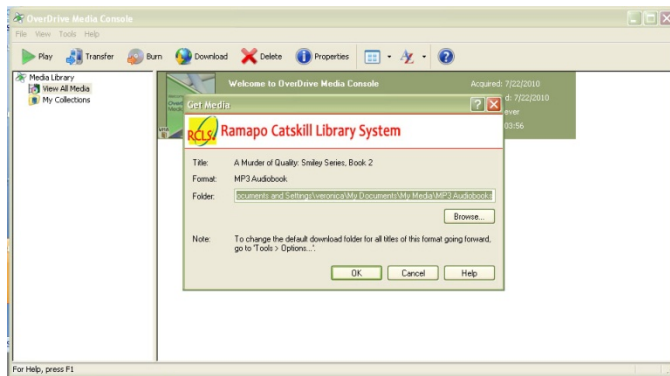


21. Now you can download your item! When the dialog box opens, be sure to choose 'Open with Overdrive Media Console' for an audiobook or 'Adobe Digital Editions' for an e-book. If you click save, you may lose the file. You can download an item three times, so don't worry if you make a

mistake the first time!



22. An audiobook will open in Overdrive Media Console. From there you can listen to it on your computer or use the transfer wizard to move it into iTunes (for iPods, iPhones or iPads) or Windows Media Player for most other MP3 players. Some even allow you to burn to disk.



For e-books, Adobe Digital Editions will open. The book is immediately readable on your computer. If you plug in your e-reader, it will open as a 'bookshelf'. You can then simply click and drag the download to you e-book



23. All Overdrive files have a due date attached to them, but you don't have to worry about returning anything! Audiobooks and e-books will automatically expire on their due dates. E-books can be returned early if you've used up your eight item limit and want to move on to something else. Audiobooks cannot be returned early.

24. You're done! Enjoy!