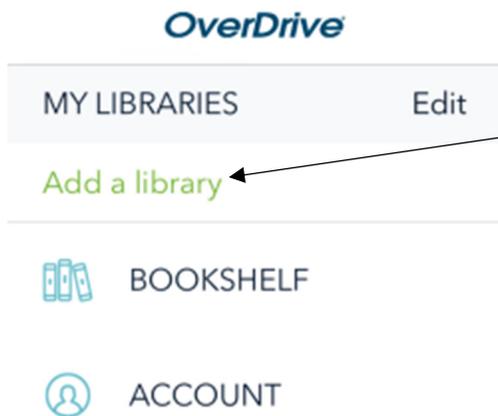




Library eBooks & Audiobooks on an iPad/iPod Touch/iPhone

Setting up your iDevice

1. Connect to the Internet. (Go to Settings and then tap WiFi)
2. On your iDevice, go to the **App Store**. When the keyboard opens, start typing Overdrive and tap “overdrive, inc.” in the suggestions list. 
3. **Install** the free app. (Tap GET. Tap GET again. Tap Install app. Enter your Apple id password. Wait for the app to install. Tap the home button to see the app). You can see an icon of the app being downloaded. A status shows what percentage of the app is finished downloading.
4. Once the app is installed:
 - a. Tap on the **Overdrive icon**.
 - b. The app will open with a screen that asks you to create an **OverDrive account** or sign in with an existing one. If this is your first time using the app, tap on the **Sign Up** button.
 - c. After you sign up, you will be automatically signed into the OverDrive app, and you will not be required to sign in again.



5. Once you have authorized your device, tap on the **menu icon** (3 parallel lines) in the upper left-hand corner.
 - a. Tap **Add a Library**.
 - b. Enter your **zip code** and choose your home library from the list of Montgomery County Library District Consortium sites.
 - c. Tap the **star** next to your home library to make your device remember your library.

6. Tap **Montgomery County Library District Consortium** to go to the Overdrive store.

Using the Overdrive Catalog

Because of publisher restrictions, items are only available to one patron at a time. Items that are in may be borrowed and those that are out may be placed on hold.

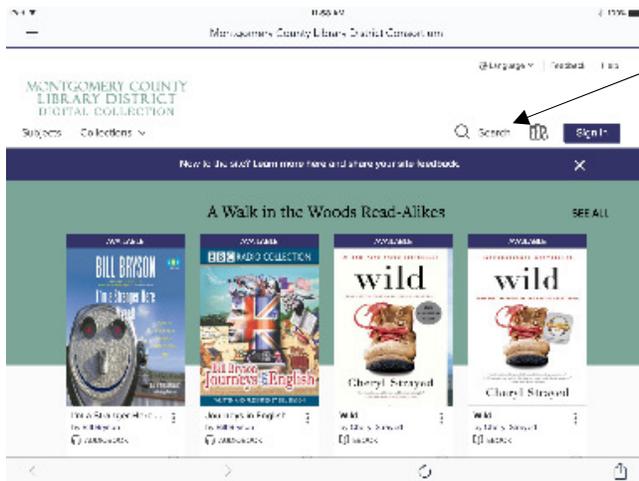
Setting Your Lending Options Before You Check Out

1. In the Overdrive app, tap the menu icon in the upper-left hand corner (3 parallel lines) and **Montgomery County Library District Consortium**.

2. When your app has gone to the Overdrive website (with a teal top bar), click **sign in** in the upper right-hand corner.
3. Sign in with your previously created **Overdrive ID** or scroll to find the name of your library and tap on it.
4. Fill in your library card number (no spaces) and click sign in.
5. Tap **My Account** in the upper right-hand corner.
6. Tap **Settings**.
7. Tap the boxes for 7 days, 14 days or 21 days to set your default check-out period.

Finding and Checking Out eBooks and Audiobooks

eBooks are treated like physical books in our system. They are either in, where their status is *Available* or out, where the status is *Wait List*. If an item's status is wait list, you may place a hold to auto-checkout the item when it becomes available.



1. To search, click on **Search** or the spyglass.

2. For more options, tap Search and then click on **Advanced** underneath the search box.

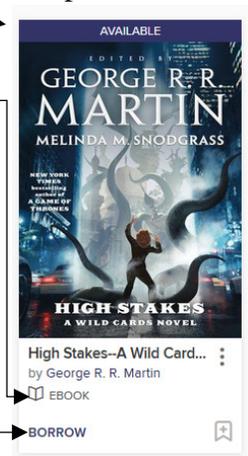
3. Browse or search for books in the .epub or audiobooks in the .mp3 format.

4. In the advanced search, you may limit your search to **Availability: Available Now**. Usually, a third of our books are in at any given time.

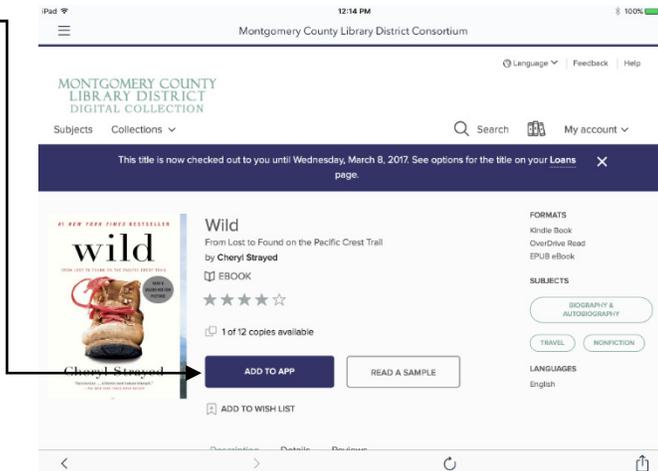
5. Items that are available to borrow have an **Available banner** at the top of the

cover. Those items not available have **Wait List**.

6. The format of the item will be listed underneath the cover as Audiobook, eBook or Video.
7. When you find an item you'd like to checkout, tap the book cover and then click **Borrow**.
8. If you'd like to see how many are waiting for an on hold book, tap the **cover of the book**.
 - a. If an item is out, tap the cover and you will get the option to Place a Hold for it. The item will automatically be checked out for you when available.
9. If not signed in, **log in** using your Overdrive ID or library barcode.
10. This will take you to your **Loans** on the Overdrive website. You may either continue browsing or download the item.
11. To get back to bookshelf later, click on **My Account** and tap **Loans**.



12. Click **Add to App**.
13. The Overdrive app will download your item.
14. To get back to the app side and read your item, tap the menu button in the upper left-hand corner and then tap **Bookshelf**.



To Read or Listen to your item

Internet access not required

1. Open the **Overdrive app**.
2. If it shows the Overdrive website, tap the menu button in the upper left-hand corner and then tap **Bookshelf**.
3. **Tap the item** you wish to read or listen to in the Overdrive app.
4. For eBooks, swipe to go forward or backwards in the book. For books that are encoded with a table of contents, tap the navigation menu to go directly to a chapter or page.
5. While reading, tap the center of the screen for a **menu**.
 - a. Your place in the book will be automatically saved, but if you think you would like to re-read this page in the future, tap the bookmark button.
 - b. A navigation bar at the bottom shows where you currently are in the book and can be dragged back and forth to quickly move throughout the book.
 - c. Tap brightness or the font options buttons to make desired changes.
 - d. To get back to the main app, tap the menu button.

To return eBooks or Audiobooks

1. eBooks and audiobooks will automatically check themselves back in at the end of the lending period. There are no overdue fees. However, the item will continue to show in your device and take up space until it is deleted.
2. Connect to the Internet. Open the **Overdrive app**.
3. In the Overdrive app, go to **Bookshelf**.
4. To delete/return, **hold down on the item** until a menu comes up.
5. **Tap Return to Library or Delete**. If the item is expired, you will only see Delete. Confirm your choice.
6. The book will be returned and deleted.

Revised 04/2017