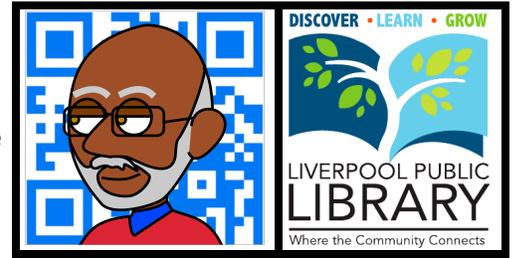


# Tech Tips from Mr G

## Borrowing eBooks Using the Amazon Kindle and the OverDrive Media Catalog



Amazon pretty much created the eReader market with their Kindle in 2007, and at the moment, whether you use the basic **Kindle**, the **Kindle Paperwhite**, one of the **Kindle Fire** models, or the **Kindle app** on a tablet device like the iPad or Nexus, it still probably provides the simplest user experience for borrowing books. With that in mind, we'll start there.

### Using the OverDrive Catalog - It's Always Easier on the Big Screen

Start off by going to **onlib.lib.overdrive.com**. If you have a base model Kindle or a Paperwhite, you'll likely do this on a regular desktop or laptop computer. If you have a Fire, you can use its built-in browser; and if you have a tablet device, you can use whatever browser comes with that. However, it's been my experience that it's always easier to do this part on a desktop or laptop computer with a bigger screen and a regular keyboard.

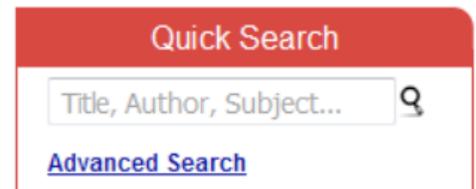
Look on the ribbon in the upper portion of the screen for the tab that says **Sign In** (the one that's circled in the example below), and click on it. The next screen will give you a place to enter your **library card number** and **PIN**. At this point your browser might ask if you want it to remember that information, or there might even be a little checkbox for that on the screen. It's OK. Tell it to remember. The worst someone can do to you is check out five copies of **War and Peace**, and you won't get overdue fines for them anyway.



Signing in to the OverDrive catalog

### Finding Something to Read - Advanced Search is Your Friend

Now that you're in, take a look at the middle left-hand side of the screen and go right for **Advanced Search**. If you hover for a moment over the grayed-out box that says **Title, Author, Subject...** you might get a red box asking for your choices. Ignore that, and get rid of it by moving your mouse away from it. You might have to come at the **Advanced Search** link from below, but this is the one you want. It gives you more choices and more control.



### Make Your Choices

The most important choice to make on the next screen is the one for **Format**. Since you're using a member of the Kindle family, or a Kindle app, you need to select **Kindle Book**. Once you've done this, you can fill in the blanks for **Title**, **Creator**, **Subject**, etc as you please. Be advised, however, that entering too much information could result in you not getting any matches at all.

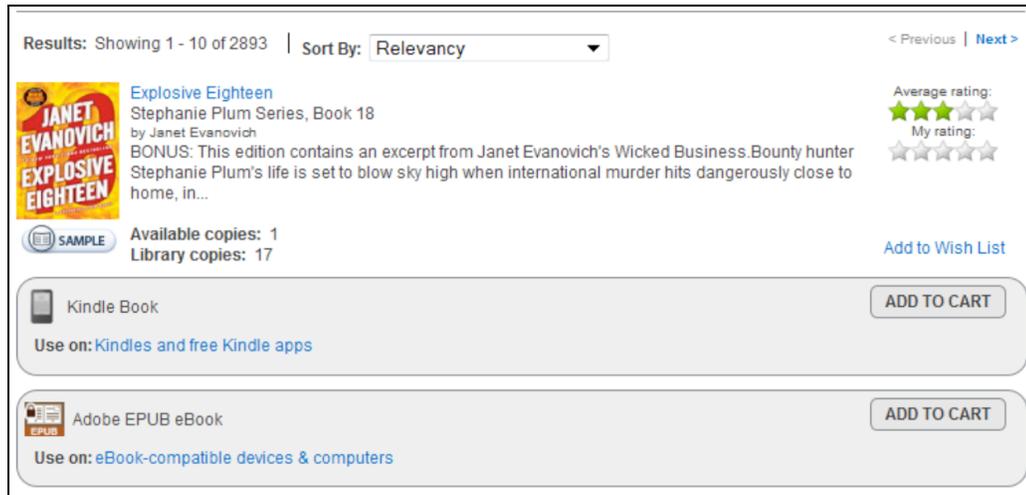
### Don't Frustrate Yourself

In order to ensure that you get something the first time around, only fill in the **Format** and **Subject** fields. Then make sure you click on the button for **Available Now** before you click on the **Search** button. You can deal with getting on a hold list for books later on. Right now we want you to have some immediate gratification.

## Pick a Book, Any Book

The next screen tells you how many total books we have that meet your criteria, and how many of them are on the current screen. In the example below there are 2893 matches, and 10 of them are showing on the this screen (every screen shows 10 matches). For the purposes of this handout, we'll take the first match that we get, and select **Explosive Eighteen**. If you wanted to look through the rest of the choices, you could use the **navigation buttons** to go to the other screens.

Just below it, you'll see how many copies are available at the moment, and how many copies are in the entire library system. Below that you'll see that you can get it in either Kindle or ePub format. Since we asked for books in Kindle format, it would be nice if that were all it showed us, but for now that's how the system works. If this is the book you want, click on **Add to Cart**.



Once you've done this, you're taken to the screen for your cart. You can go back and browse for more books, but the books in your cart right now still haven't been checked out to you yet. The cart is only temporary storage, and you only have 30 minutes before what's in it goes back on the shelf. So it might be a good idea to go immediately to **Checkout**.

## Oops!

Just in case you chose the wrong book, or the wrong format, there's a **Remove** button for your book in your cart. If you picked the wrong one, click on that now. Otherwise proceed to **Checkout**.

## How Fast Can You Read

The standard loan period for an eBook is 14 days, but you have the option to change that to either 7 or 21 on this page. You also get one last chance to remove it if you picked the wrong one.

If you're really sure that this is the book you want, then click on **Confirm Check Out**.

## Almost There

The **Download** screen is where you tell OverDrive that you really want to get this book to read on your Kindle or with your Kindle app. Click on the **Get for Kindle** button, and then you'll be taken to the website for Amazon.com, where you'll finish the process.

## The Amazon Side

This is where the rest of the process happens. You see, we're not actually the ones loaning you the book; OverDrive and Amazon have teamed up to make that possible through your Amazon account. Click on the button on the right that says **Get library book** and then you'll be taken to the screen where you sign into your Amazon account.

Once you've logged in, you'll be taken to a screen that asks you which Kindle device or reading app you want to send the book to. If you only have one Kindle, or are only running the Kindle app on one device, that's the only thing that will show up in the list. But, if like our friend Dan here, you've got four different ways of "Kindling," they'll all show up as choices. Pick the one you want to use, and you're all set.



## Transfer via Computer

If you've got sharp eyes, you probably noticed that in the last illustration, just below **Kindle Cloud Reader**, it said **Transfer via Computer**, and you're wondering what that's all about.

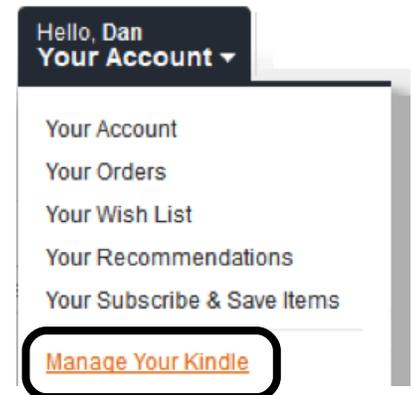
Some publishers are a little skittish about this whole eBook borrowing thing, and so they've decided to make it a little difficult for users by requiring you to download the book to a computer first, and then drag it over, a process we call **sideloading** (and that's a totally different handout). You don't have to do this for most books, and if you run into one that insists that you do it this way, you may be able to get around that by downloading and using the **OverDrive app**, and getting that same book in **ePub** format instead. The OverDrive app will run on members of the Kindle Fire family and tablet devices such as the iPad and the Nexus. However, if you're using a basic Kindle or a Kindle Paperwhite, and come across one of these books, then you'll have to sideload.

## Returning Books

One of the really great things about eBooks is that they never become overdue, and you never have to pay any fines on them. When your time is up, they just become scrambled and unreadable. But suppose you finish your book early, and want to give someone else a chance to take it out?

That's simple, just log into your Amazon account, and select **Manage My Kindle** from the menu. When you get there, you'll see a list of all the books you have out, and at the far right will be an **Actions** button.

Selecting **Return this book** will return the book to the Overdrive collection, but still keep information about it on your device. If you want to remove all traces of the book from your device (including notes and bookmarks), you'll also want to select **Delete from library**.



## Is That All?

Well, that's all for now. There's obviously tons more that we could go into, but this is probably enough information to get you started. However, if you have any problems, just ask a librarian, and we'll be glad to help you out.

## Tech Tips from Mr G is a publication of the Liverpool Public Library.

You can find more of them at [www.LPL.org/computers-and-computing/tech-tips](http://www.LPL.org/computers-and-computing/tech-tips)

This work is licensed under the Creative Commons Attribution-NonCommercial-ShareAlike 3.0 Unported License. To view a copy of this license, visit <http://creativecommons.org/licenses/by-nc-sa/3.0/> or send a letter to Creative Commons, 444 Castro Street, Suite 900, Mountain View, California, 94041, USA.

