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Learn to

# DOWNLOAD

eBooks *from your library*

It's easy

- 1 Browse
- 2 Check out
- 3 Download

Enjoy!

Learn how to download ebooks and transfer them to your ereader.  
Presented by Lauren Stokes, Virtual Library Manager.  
Contact information for additional assistance:  
Call the Virtual Library **702.507.6300** or  
email us [ask@lvccld.org](mailto:ask@lvccld.org)

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Mobile

- Android™ (v2.3)
- BlackBerry® (v2.3)
- iPhone®/iPad® (v2.3)
- Windows Mobile® (v1.1)
- Windows Phone 7 (v2.3)

Overview

Introduce you to the Mobile eMedia Catalog using an App

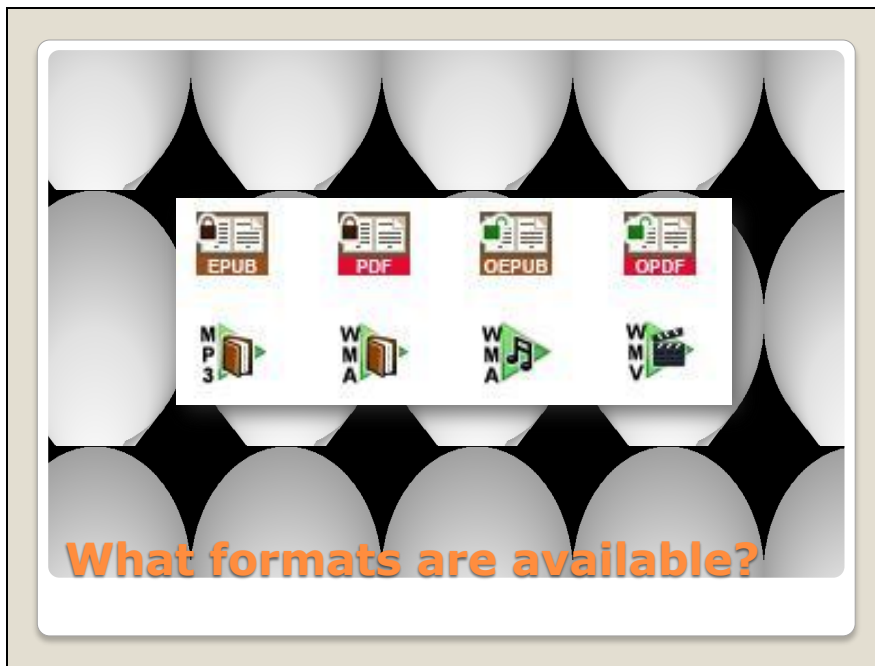
- Find and request ebooks
- Checkout and download ebooks
- Manage your eMedia account

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- The Mobile eMedia Catalog is hosted by OverDrive and LVCCCLD has selected content just for our patrons.
- You may borrow up to 35 items at one time.
- Titles are available 24/7 anytime, anywhere.

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For ebooks – ePUB, PDF with DRM, OePub, OPDF and Mobipocket (this one only works on computers and some older handheld devices)

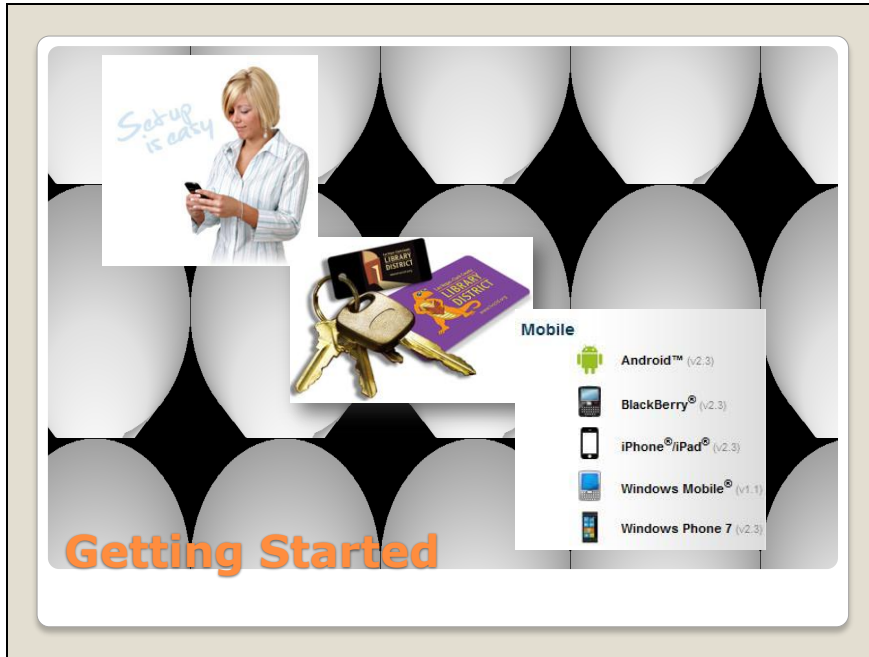
Most mobile devices use only ePUB and OePub – on some devices you can use the other formats if you use a computer to download then transfer them.

Also available are MP3 Audiobooks, WMA audio, MP3 Music WMA Music and WMF Video.

Most mobile devices only use MP3 Audiobooks but like eBooks downloading other formats to a computer first and then transferring may get you the other formats if your device supports them.

One Copy – One user same as with the print books in the library. When a copy is checked out it is removed from circulation. Just like the print books you can request items when all copies are checked out.

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- Mobile device with WiFi and/or 3G
- You need to be a patron who lives in the North Las Vegas, Boulder City or LVCCLD taxing district with a library card and PIN in good standing. (Henderson has their own OverDrive catalog)
- Free OverDrive Media App for your device.
- Access to the Internet to browse, checkout and download files. You can read, view or listen without being connected to the Internet.

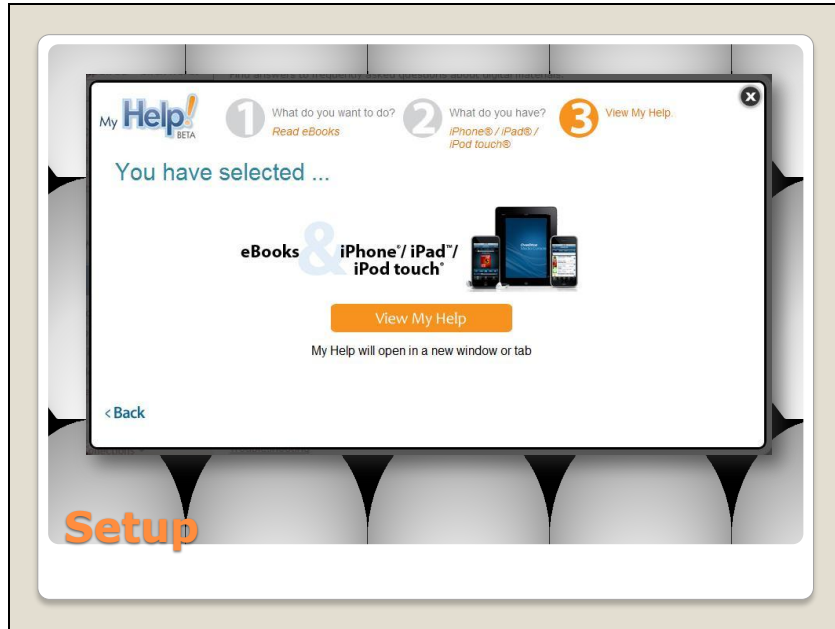
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Try using your mobile device to perform these steps. Tablets should work – most smartphones will bring you to the mobile version so you will not be able to see the MyHelp screens.

1. Go to the eMedia Catalog (<http://ebooks.lvccld.org>)
2. Start by clicking on **MyHelp!** (on the left side)
3. Select **Read eBooks**
4. Select your eReader type

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1. Click **View My Help**
2. Go to the new window which has opened

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There are three steps to follow in setting up your computer and ereader so they will talk to each other.

- Confirm your device's requirements – if you need to update do so now.



### How To Install OverDrive® Media Console™ for iPhone®/iPad®

From your device go to eMedia Catalog at <http://ebooks.lvclcd.org> ...

1. Scroll to the bottom of the eMedia Catalog till you see a blue app button for OverDrive Media Console
2. Tap **Get the App**
3. Tap the **Free** button.
4. Tap the **Install** button.  
You are prompted to enter your Apple ID Password.
5. Enter your password and tap **OK**  
OverDrive Media Console is installed.

### How To Install OverDrive® Media Console™ for Android™

1. Go to the **Android Market** or from the mobile eMedia Catalog scroll to the bottom and select **OverDrive Media Console get app**
  2. The license agreement is displayed.  
To continue, select **I Agree**.  
The installation file is downloaded and displayed in the **Download history**.
  3. Click the file.  
You may receive a message that says **For security, your phone is set to block installation of applications not sourced in Android Market**. If you receive this message, adjust your Settings as follows...
    - a. Click **Settings**.  
The **Application settings** dialog box opens.
    - b. Check the box next to **Unknown sources**.  
A warning message is displayed.
    - c. Click **OK**.  
A green check mark is displayed.
    - d. Click **back** to return to the **Download history** page.
    - e. Click the file to begin the installation.
    - f. A dialog box opens and prompts you to confirm you want to install OverDrive Media Console for Android.
    - g. Click **Install**.  
OverDrive Media Console for Android is installed.
- Select **Open** to open OverDrive Media Console, or **Done** to complete



the process and return to the **Download history** page.

(Optional) To disable the installation of applications not downloaded from Android Market...

1. From the **Android Home** screen, click *Menu > Settings*.  
The **Settings** dialog box opens.
2. Click **Applications**.  
The **Application Settings** dialog box opens.
3. Click the green check mark next to **Unknown Sources**.  
The check mark turns gray and the installation of applications not sourced in Android Market is disabled.

## How to Authorize OverDrive® Media Console™ with your Adobe® ID

### iPhone/iTouch/iPad

Whenever you use a new computer or device for eBooks from an OverDrive-powered site, you will be prompted to *Authorize*. Follow the instructions to complete the steps.

1. In OverDrive Media Console for iPhone/iPad go to **Get Books+** (upper right corner)
2. Select **eBook Settings** (on the bottom bar)
3. In the Adobe Authorization box click **Authorize**



Whenever you use a new computer or device for eBooks from an OverDrive-powered site, you will be prompted to *Authorize*. Follow the instructions to complete the steps.

What is your Adobe ID password? \_\_\_\_\_

**Important:** If you would like to download an eBook to another computer or device, be sure to authorize using the same Adobe ID.

1. Select **Get a free Adobe ID**
2. Create an Adobe ID..
3. Follow the instructions to sign up for an Adobe ID.
4. Fill in only items with a **red \***
5. Click **Create Adobe ID Account**.

#### **Authorizing Your iPhone/iTouch/iPad with your Adobe ID**

1. In OverDrive Media Console, go to *Get Books+ > eBook Settings > Authorize with Adobe ID*.
2. Enter the email address and password for your new Adobe account.
3. Select **Authorize**
4. Tap **Get Books**

**Important:** If you would like to download an eBook to another computer or device, be sure to authorize using the same Adobe ID.

#### **Android Devices**

##### **How to Authorize OverDrive® Media Console™ with your Adobe® ID**

Whenever you use a new computer or device for eBooks from an OverDrive-powered site, you will be prompted to *Authorize*. Follow the instructions to complete the steps.

A prompt will display the first time you download an eBook to OverDrive Media Console for Android™.

If you do not have an Adobe ID...

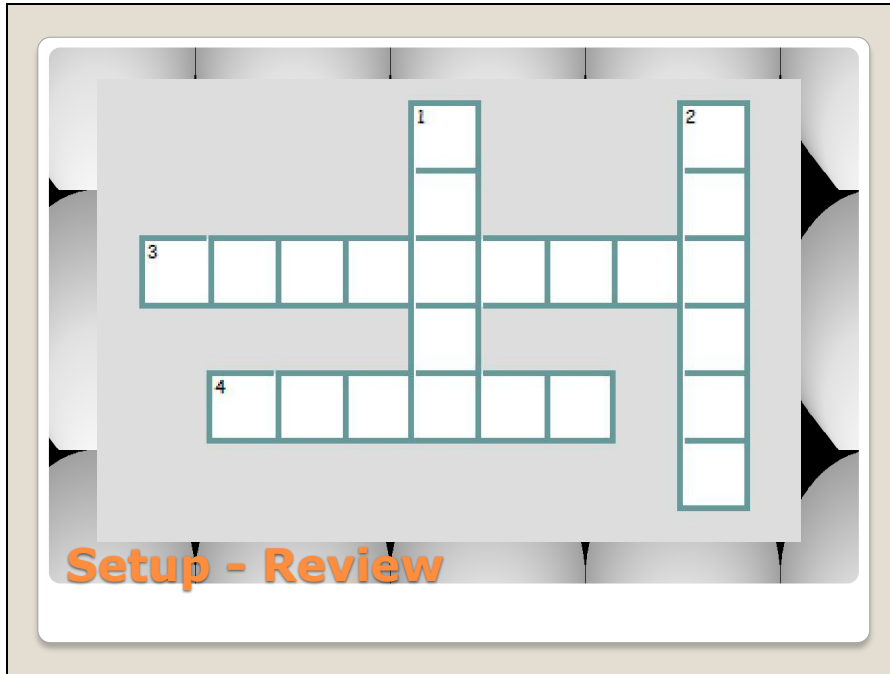
Select **Register at Adobe.com**.

Follow the instructions to sign up for an Adobe ID.

##### **Once you have an Adobe ID add it to OverDrive Media Console.**

1. In OverDrive Media Console for Android, go to *App Settings > eBook Options*.
2. Scroll down to **Adobe ID**
3. Enter the email address and password for your new Adobe account.
4. Select **Authorize**

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**Across**

- 3 For each new computer, tablet or new ereader what prompt will ADE give you?  
 4 In the eMedia Catalog what do you click on to get started with ebooks?

**Down**

- 1 What flash player do you need on your computer? (Tablet owners can skip this question)  
 2 Which catalog is best to use to download ebooks?

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**eBooks come in two formats:...**

- **PDF eBooks**
- **EPUB eBooks**

With EPUB, you may change the font size of your eBook, and the text automatically reflows within the display screen. EPUB is perfect for creating an instant large print eBook, or for reading on an eBook reader. In PDF eBooks the text and graphics remain fixed. For larger print, you may zoom in on the text. PDF is ideal for eBooks with many images such as picture books and graphic novels.

Which formats work with your ereader?

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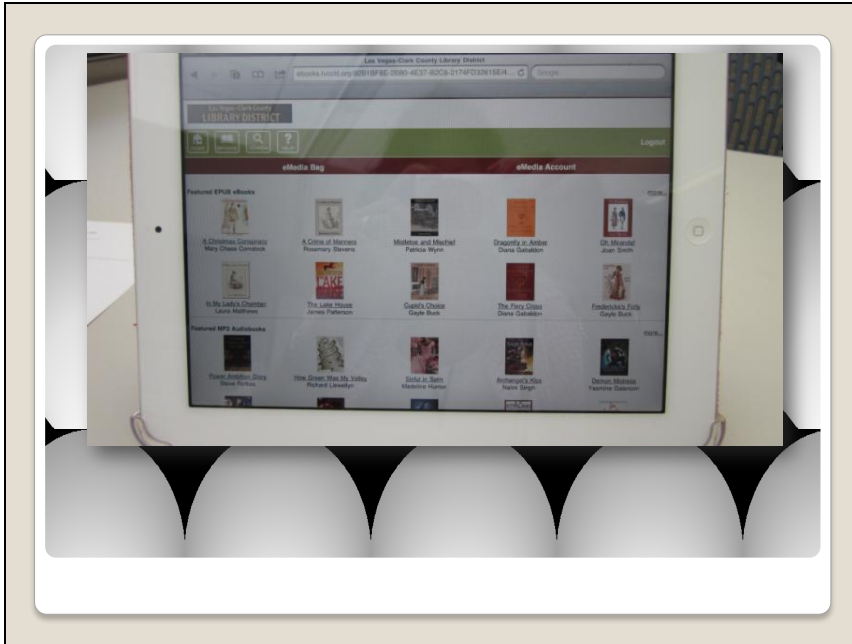
Now we are ready to find a book, check it out and download it directly to your device.

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1. Click on your **OverDrive Media Console App**
2. Click **Get Books**
3. Add a library - enter your zip code
4. Select **USA**
5. Select **Nevada**
6. Select any LVCCLD library then select **Las Vegas-Clark County**
7. Now go to the catalog by selecting **Las Vegas-Clark County** on your **Get Books** screen

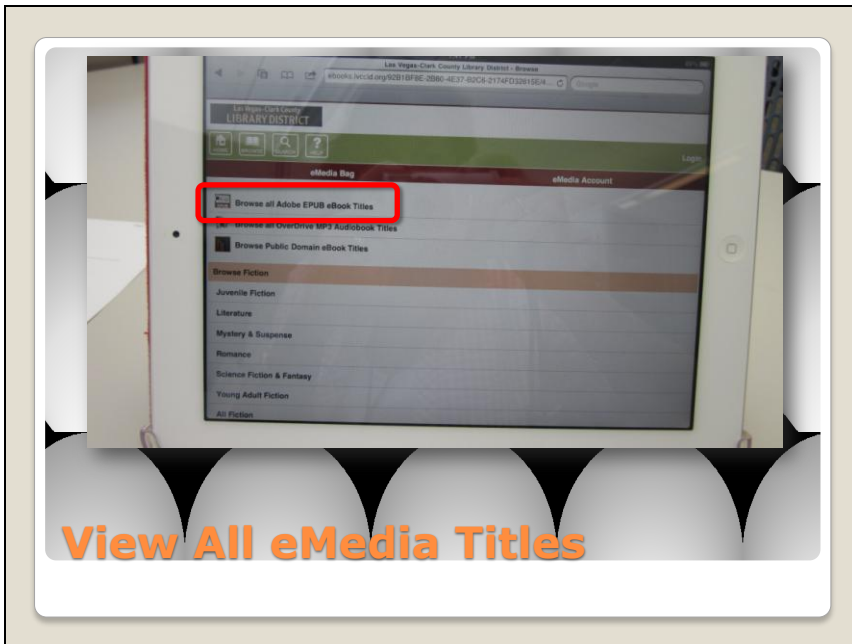
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There are several ways to access the ebook collections

- Where the book covers appear you can look through **Featured ePUB books or MP3 Audiobooks**
- On the green bar there are two types of searches you can use: **Browse or Search**
- Click **Browse** icon

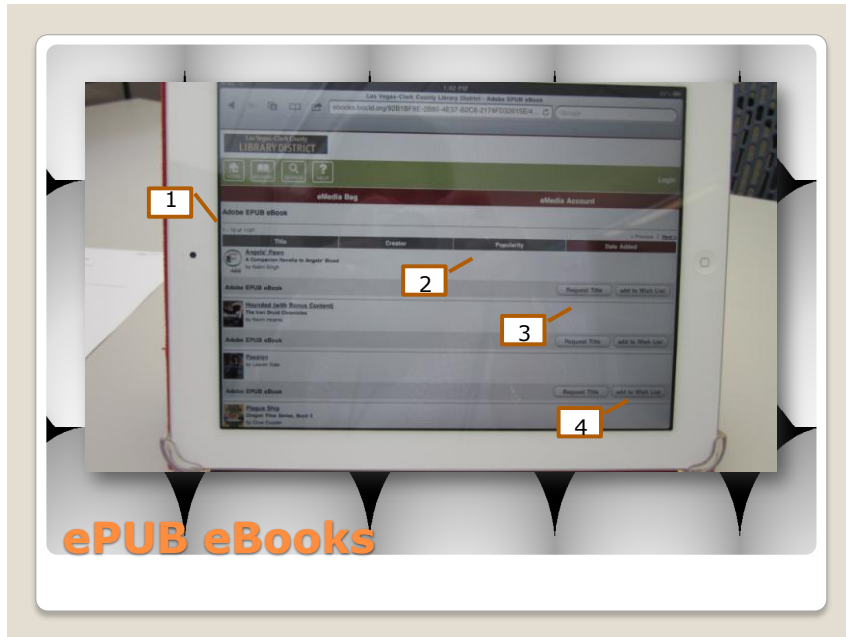
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On this screen you can choose to look at all the ePUB titles or select a genre or an age group.

Click **Browse all Adobe ePUB Book Titles**

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Couple of things to note:

1. Up near the top where it reads **Adobe EPUB eBook** it shows the number of titles available in this format.
2. Underneath you can sort by **Title**, **Creator** (author) **Popularity** or **Date Added** (which is the default sort) by touching the word.
3. Action links - **Add to eMedia Bag** or **Request Title** (Request Title this means no copies are available)
4. **Add to Wish List** – keep a list of books you want to read.

- Click on any title or any book cover to view more information about the book.

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This page shows details about the book which includes a description, when it was *published*, *subjects it is listed under* and *if you like this title you might also like...*

emailing to a friend is available.

**Moving on to searching:**

- At top of the eMedia Catalog, select **Search** icon.

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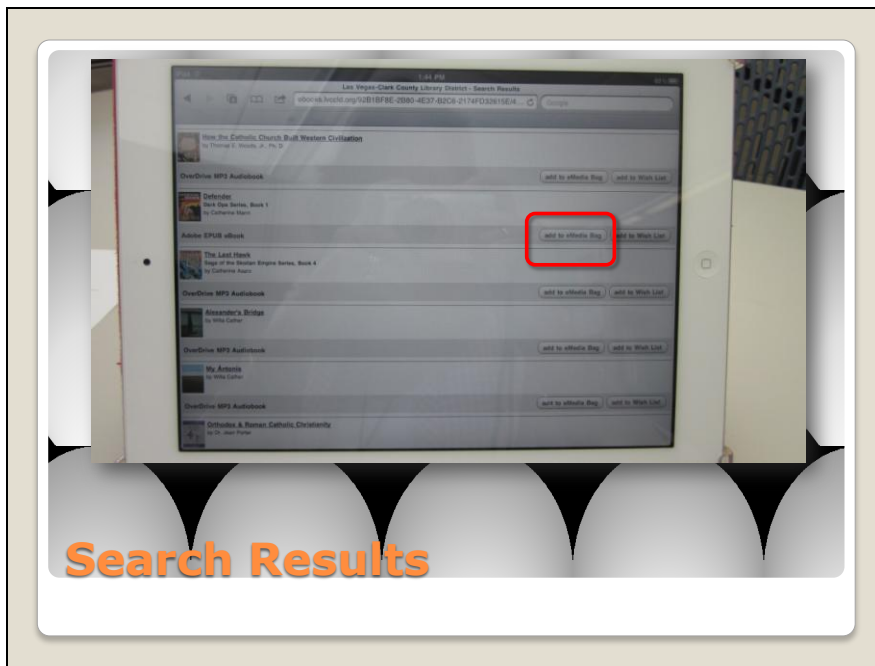


In the search box enter search terms such as a keyword, author's name, subject, etc. This box performs a **Keyword** search.

Note: prior to the search you can also limit to **Show only available titles** to reduce the number of results.

Click **Go**

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**Results:**

This search places an **OR** between the words, so you get a lot of results that may or may not be what you are looking for.

- Choose a title which shows **add to eMedia Bag**
- Click on **add to eMedia Bag**

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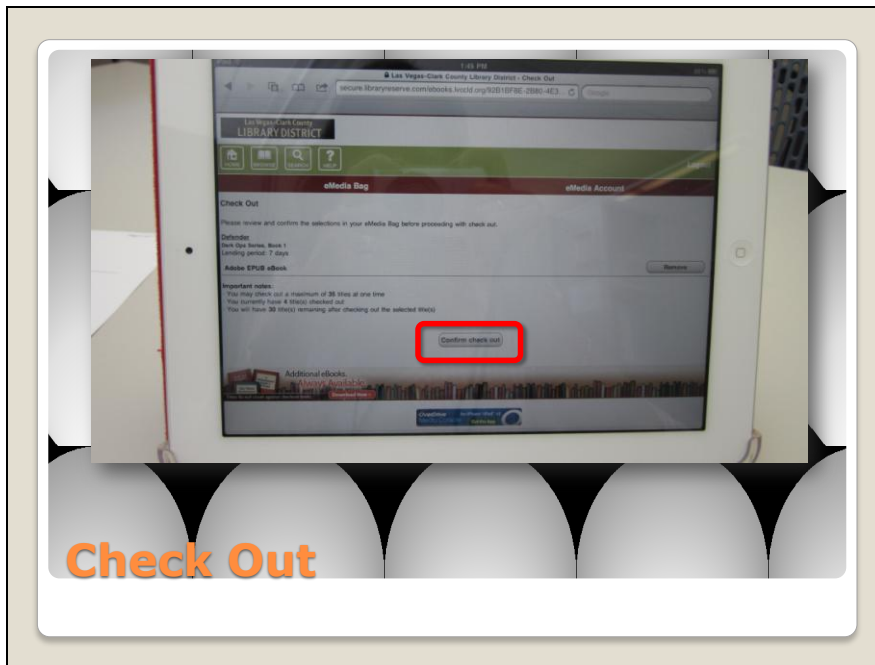
Note the Lending period for your title.

On a tablet you can not change the default lending period.

Lending periods are 7 days, 14 days or 21 days. However, using a computer to access your **eMedia Account** you will be able to set your own defaults so you will get the lending period you need.

Click **Proceed to Checkout**

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Check Out informs you how many titles you have checked out and how many will be left after this checkout.

Click **Confirm check out**

If you have not logged in you will be prompted to do so.

1. Select your **library**
2. Enter your **library barcode number**
3. Enter your **zip code**
4. Click **Login**

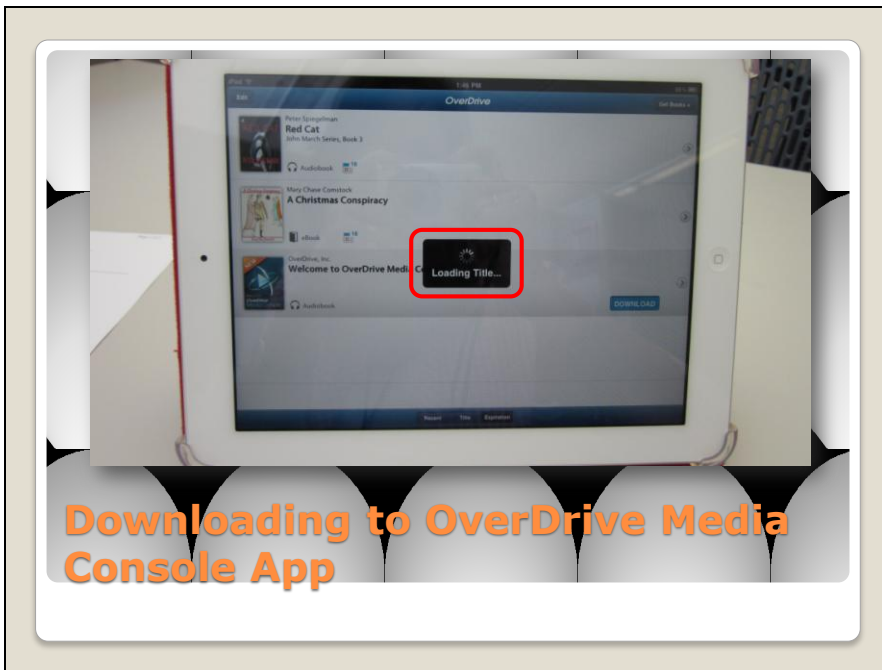
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Since you have installed the OverDrive Media Console App on your tablet you are ready to download the title.

Click the **Download** button.

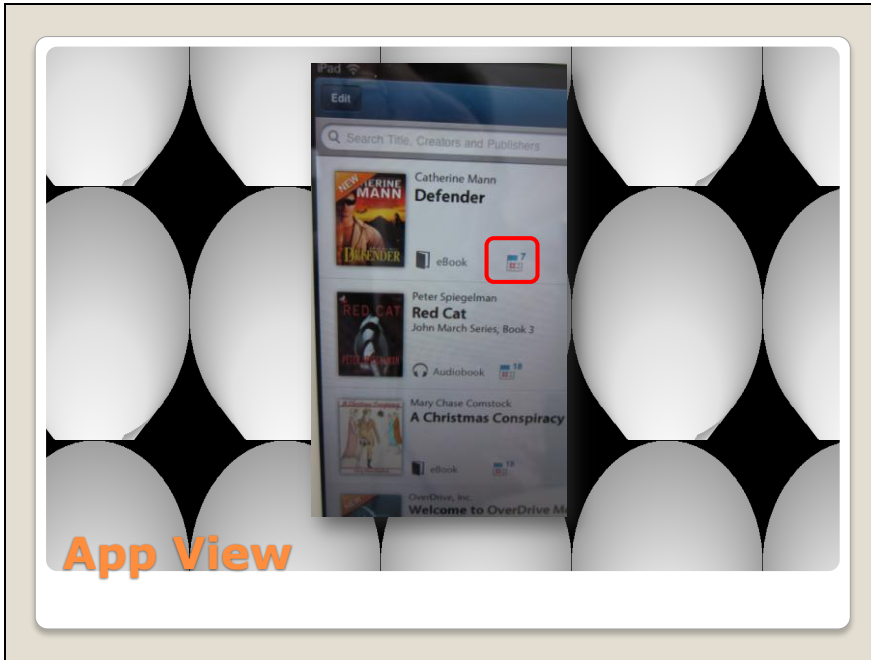
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A black box opens which reads **Loading Title**

When this box disappears your title is downloaded and ready to enjoy!

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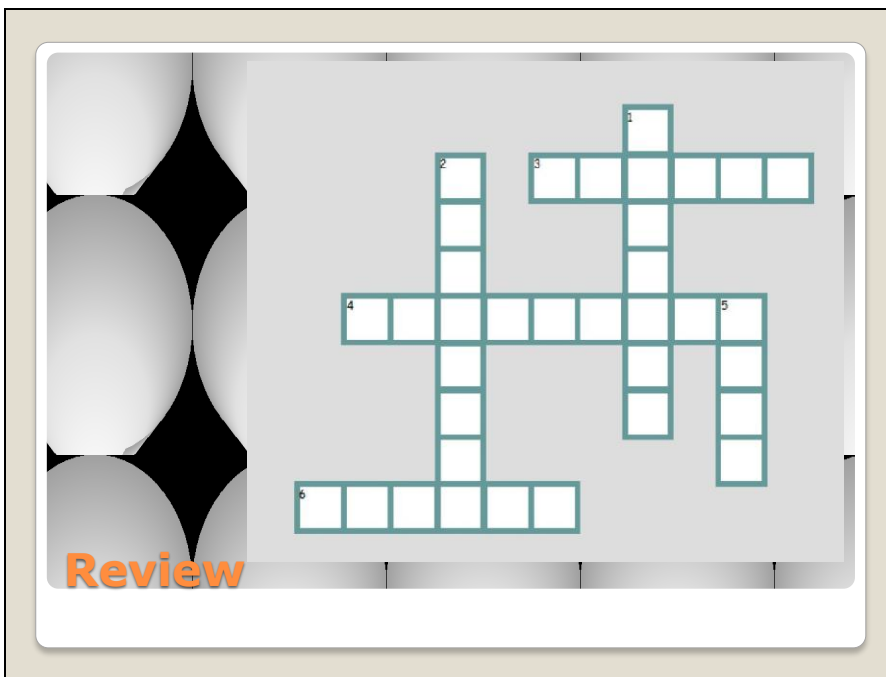


A small calendar shows how many days you have left to use the book.

Books are automatically returned to the library when they expire but they remain on your mobile device after they expire. You need to manually delete them.

On a mobile device you can not return the ePUB books early.

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**Across**

- 3 A book you want to checkout you add it to your \_\_\_\_ bag.
- 4 You can keep an ebook from the library as long as \_\_\_\_\_ days.
- 6 Which icon do you select so you can limit results to show only items available?

**Down**

- 1 The search box does what type of search?
- 2 What shows the number of days left for you to keep the book?
- 5 eBooks from the library come in PDF and \_\_\_\_ formats.

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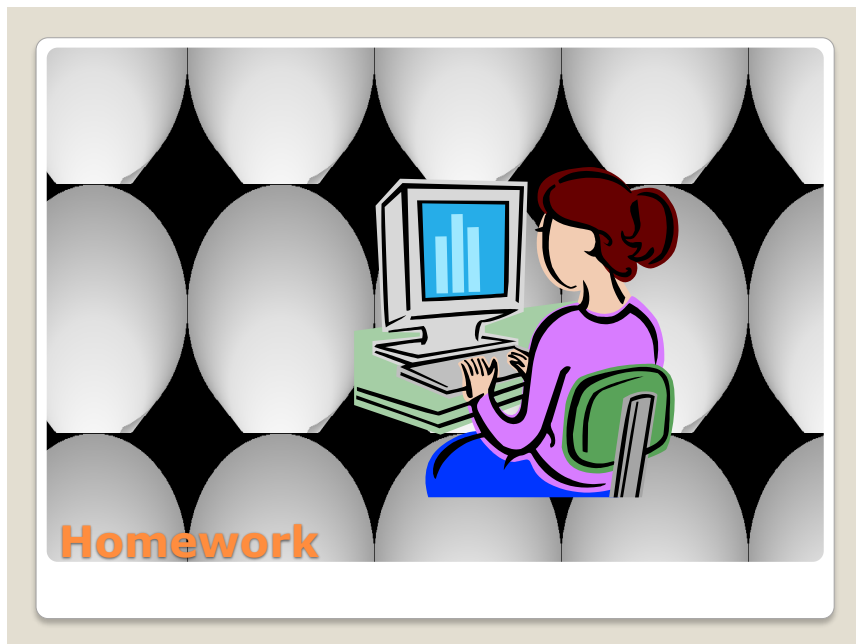
- **eMedia Bag** – view items currently added; holds them for 30 minutes.
- **Lending Periods** – personalized your lending periods for each type of format. (computers only) Note: the default in the catalog is **7 days**. Use a computer to change to your lending periods so they show on your mobile device.
- **My eMedia Shelf** – displays books currently checked out with a download button.
- **Request Title** – displays all books you have placed on hold. **Note:** You have only 3 days to checkout the title once the email is sent.
- **Wish List** – Use to create a list of items.
- **My Mobipocket PIDs** – only for those using an older handheld device such as a Dell Axiom or Palm Pilot.
- **Rated Titles** – items you have used the 5 star rating system. (computers only)
- **Contact Us** – send an email to us recommending titles to buy, get help, etc. (computers only)

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- **Books, Movies and More – eMedia Tab** – Provides monthly reading suggestions  
<http://lvccld.org/library/bmm/index.cfm?locn=9>
- **eRead Me Vegas** - Learn what has been ordered for next month, so you can get on the waiting list early, reading suggestions, reviews of devices, software updates and more.  
<http://www.readmevegas.blogspot.com/>
- **FAQs, Tips and Tricks for eMedia** – your online help source.  
<http://emediatips.wordpress.com/>

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### Using a computer

1. Go to the **eMedia Catalog** (<http://ebooks.lvccld.org>)
2. Select **My eMedia Account** and set your lending periods for each format.

### Using your App

1. Find a title you want to read which has no available copies and request it. **Hint:** enter an email which you get on your mobile device.
2. Download an ebook and enjoy!

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Do you have questions?

*What is the difference between Adobe® PDF eBooks and Adobe EPUB eBooks?*

**Adobe PDF eBooks** text resizing does not work well. PDF works well for graphic novels, illustrated titles, and other titles with specific formatting.

**Adobe EPUB eBooks** feature reflowable text, which means you can resize the text or change the size of your display and the text of the Adobe EPUB eBook reflows to fill the available view area. This makes Adobe EPUB eBooks the best choice for reading eBooks on small screens, like an eBook reader.