# Checking out Library Books to Apple iPad, iPod Touch & iPhone

There are two ways to checkout, download, and enjoy library audiobooks and eBooks on Apple devices. **To have access** to the full collection of library eBooks, we recommend installing both applications on your device.

Option 1: Get the Overdrive Media Console app (MP3 audiobooks and Adobe EPUB eBooks)

Option 2: Get the Kindle App (Kindle eBooks)

# Option 1: Get the Overdrive Media Console App

#### Step 1: Preparing your Device (first time only)

- Download the free Overdrive Media Console app:
  - · Open the app store.
  - Search: Overdrive Media Console
  - Touch Free, then touch Download.



- Open the Overdrive app. You will be asked to "Authorize" Adobe Digital Editions.
- If you have authorized other devices, use the same email and password.
- If you have never done this before on any other device, touch Get Authorization.
- If you are not automatically prompted to authorize, touch Settings, then Authorize under Get Books.
- Click Get Books and Add a library by touching the plus sign +.
- To find a library type the zip code 95051, then touch Santa Clara City Library.
- Touch Northern California Digital Library. The app will open Northern California Digital Library in Safari.

# Step 2: Choosing and Checking Out a Book

- Open the Overdrive Media Console. Touch Get books and select Northern California Digital Library.
- Touch the Account tab at the top of the page and select Santa Clara City Library from the drop down list.
- Enter your Library card number. Touch **Sign In**.

Tip! Select your preferred loan period for eBooks by touching Settings and choosing from 7, 14, or 21 days. You need only do this once.

- To search for a book, touch **Advanced search** 
  - Under Format, select Adobe ePUB eBooks. Check the box Only show titles with copies available to find books available for immediate checkout.
  - o Tip!: Place a hold on a title that is checked out. You will be notified when it becomes available.
- When you find a book you would like, touch it's cover, then touch the Borrow button.
- Touch **Download**, and select **Epub eBook**.
- Touch Confirm & Download
- Touch the **Bookshelf** button (at top right of the screen)
- Touch the title to open the book. It may take several minutes to complete the download.

#### Returning a Book Early

The book will automatically be returned on the due date, but if you want to return it early, follow these optional steps:

- Open the Overdrive Media Console app.
- Go to **Bookshelf**, and find the the cover of the book you wish to return.
- Click the + sign at the right hand side of the book listing
- A box will pop up with Return/Delete and Details buttons. Tap the red Return/Delete button.
- Select Return then Delete from the choices offered.

#### For Additional Assistance

- View going mobile for iOS step-by-step videos at: http://help.overdrive.com/going-mobile-videos .
- Visit Santa Clara City Library or call us: 1-408-615-2900.
- View the Digital Book Help Overdrive Help Help section of the NCDL website: http://help.overdrive.com/?Sup=http://ncdl.lib.overdrive.com/Support.htm.

# Option 2. Get the Kindle App

# Step 1: Preparing your Device (first time only)

- Download the free Kindle app:
  - o Open the app store
  - o Search: Kindle
  - o Touch Free, then Download or Install.



#### Step 2: Choosing and Checking Out a Book

- Open Safari. Go to <a href="http://www.amazon.com/">http://www.amazon.com/</a> and sign in to your account. Reduce this window.
- In another window, go to Northern California Digital Library: <a href="http://califa.lib.overdrive.com">http://califa.lib.overdrive.com</a> .
- Touch the Account tab at the top of page and select Santa Clara City Library from the list.
- Enter your Library card number. Touch Sign In.

Tip! Select your preferred lending period for eBooks by touching Settings and choosing 7, 14, or 21 days. You need only do this once.

- To search for a book, touch **Advanced search**.
  - o Under **Format**, select **Kindle** Books. Check the box "Only show titles with copies available" to find books available for immediate checkout.
  - o Tip: Place a hold on a title that is checked out. You will be notified when it becomes available.
- When you find a title you like, touch it's cover, then touch the Borrow button.
- Touch Download, and select Kindle Book.
- Touch Confirm & Download
- Safari will open Amazon's web page in a new tab.
- The book cover appears. Make sure the **Deliver to** box names the appropriate device. (i.e., My iPad)
- Touch Get Library Book
- Close all windows. Open the Kindle app. If the book does not appear on the home screen, touch the icon of a circular arrow on the lower left hand side of the screen. This will synchronize the app.
- The book should appear on the Kindle app's home screen.

# Returning an eBook Early

The book will automatically return on the due date, but you may want to return it early.

- Go to Amazon.com and log in to your account.
- Choose Manage Your Kindle. You will see a list of books you own or have borrowed.
- To the right of the title you wish to return, click **Actions**.
- A menu will display select **Return this book**.
- If you'd like to remove it from your list, go to Actions again and select: Delete from Library.

#### For Additional Assistance

- Watch a 3 minute video at: http://goo.gl/lefOJ.
- Visit Santa Clara City Library location or call us: 1-408-615-2900.