

## Overview

To download FREE e-books, audiobooks, e-magazines, and movies from OverDrive onto your mobile device or computer, you will need to:

- Go to OverDrive using the OverDrive app or the library website ([www.prosserlibrary.info](http://www.prosserlibrary.info))
- Log in using your library card
- Browse/search and borrow items
- Download items using the OverDrive app (except where noted)

For additional help with any of these steps, visit the OverDrive help page at [help.overdrive.com](http://help.overdrive.com), or ask a library staff member.

## Set Up the OverDrive App

The OverDrive app is free and available for most tablets, smart phones, and computers through your app store or <https://app.overdrive.com>.

1. Download the OverDrive app.
2. To authorize your device, select **Account** in the app main menu. Tap **Sign Up** and then **Sign up using library card**.
3. In the app main menu, select **Add a Library**, and search by postal code. Select **Prosser Public Library**.

“Library Connection,” our regional consortium, will now appear in the OverDrive app main menu under My Libraries. This is how you will navigate to the OverDrive website through the app.



OverDrive App icon



Main Menu icon

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## Search OverDrive

Whether searching for a title/author, or just browsing the collection, it is recommended that you use the Advanced Search feature:

1. Go to the OverDrive website (start at the library website, or tap **Library Connection** in the app).
2. Go to **Advanced Search** underneath the search box in the upper right corner of the page.
3. Change the “All Formats” dropdown menu to the appropriate item type:

- **All Audiobooks**
- **EPUB eBook** (e-books for all devices) OR **Kindle Book** (e-books for Kindles only)
- **Nook Periodicals** (e-magazines)
- **Streaming Video**

3. You may use the other Advanced Search fields to limit the search to a particular title, author, subject, availability, etc. You can also use these filters after you hit the search button.

To see all titles currently available for checkout, check the box next to **Available Now**. If this box is not checked, all titles in the collection will be displayed (holds may be placed on items currently checked out).

4. Click the **Search** button to view the search results. Additional filtering options will appear on the left sidebar on the page, or in a collapsible menu at the top of the page.

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## Make a Selection

On the search results page, an icon will appear in the top right corner of each result indicating the item type:

- E-Book
- E-Magazine
- Audiobook
- Movie

The icon will appear black if the item is available for checkout. The icon will appear gray if the item is checked out, but you can still place a hold on it.

### Borrow

1. Tap or hover the mouse over the item image.
2. Select the icon to view the item description and other details. If the item is available, the “Borrow” button will be visible.
3. Verify that the item is in the format you desire and is compatible with your device. Then click the **Borrow** button. This item is now checked out to you and your loan period has begun, but the item still needs to be downloaded to your device. See panels 4-6 in this brochure for instructions on downloading various item types.

### Place a Hold

1. If an item is checked out, click **Place a Hold**.
2. Enter your email address and click the **Place a Hold** button again.
3. When the item becomes available, it will automatically be checked out to you. You will receive a confirmation email that your loan period has begun, but the item still needs to be downloaded to your device. See panels 4-6 for instructions on downloading various item types.

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## Download E-Books

Follow the instructions on panels 2-3 to search for and borrow e-books. Then follow the steps below to download e-books onto your device.

### Tablets/Smart Phones

1. Using the OverDrive app, tap **Library Connection** in the app main menu. Log into OverDrive and tap on the **Account** icon to view your Checkouts.
2. Tap **Download** next to the e-book image. Tap the checkbox next to **EPUB eBook**, and then tap **Confirm & add to app**.
3. Your e-book will download in the OverDrive app on your device. Go to the app main menu and then tap **Bookshelf** to read the e-book.

### Kindle Devices

1. Log into the OverDrive website on a computer or Kindle browser. Tap the **Account** icon to view your Checkouts.
2. Select **Download** next to the e-book image. Click the checkbox next to **Kindle Book**, and then click **Confirm & Get Kindle Book**.
3. The Amazon website will open in a new tab. Log into Amazon and click **Get Library Book**.
4. The e-book will download onto your Kindle the next time your device is connected to WiFi.

### E-Readers & Computers (PC or Mac)

See the OverDrive Help page ([help.overdrive.com](http://help.overdrive.com)) to get e-books on e-readers and computers.

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## Download Audiobooks

Follow the instructions on panels 2-3 to search for and borrow audiobooks. Then follow the steps below to download audiobooks onto your device.

### Tablets/Smart Phones

1. Using the OverDrive app, tap **Library Connection** in the app main menu. Log into OverDrive and tap on the **Account** icon to view your Checkouts. 
2. Tap **Download** next to the audiobook image, and then tap **Add to app**.
3. Your audiobook will download in the OverDrive app on your device. Go to the app main menu and tap **Bookshelf** to listen to the audiobook.

### All Other Devices

See the OverDrive Help page ([help.overdrive.com](http://help.overdrive.com)) to download audiobooks on other devices, like MP3 players or computers.

## Streaming Movies

Streaming movies may only be played on tablets, smart phones, and computers with an Internet connection. Follow the instructions on panels 2-3 to search for and borrow movies. Then follow the steps below to view the movie on your device.

1. Log into OverDrive and tap on the **Account** icon to view your Checkouts. 
2. Next to the movie image, tap **Add to app** (to view movie in OverDrive app) or **Play** (to play the movie in an Internet browser).

## Download E-Magazines

To get e-magazines/periodicals on iOS, Android, and Windows 8 or 10 devices, first download the Nook app onto your device and create a Barnes & Noble account.

1. Go to the OverDrive website and login. Find a periodical using Browse or Advanced Search.
2. Tap or hover the mouse over the periodical image.
3. Select **Send to NOOK app**, and then select **Accept & Continue**.
4. The first time you send a periodical to your Nook app, you will need to sign into the Barnes & Noble account you created and click **Grant Access**. This is a one-time step that links your OverDrive library account with your Nook app.
5. Switch over to the Nook app on your device.
6. You will need to download the periodical first, by tapping on the periodical image. Then, you can begin reading it.

Periodicals do not have due dates and will stay in your Nook account forever, unless you delete them.

## Return or Renew Items

**You will never have an overdue OverDrive item!**

OverDrive e-books, audiobooks, and movies are automatically returned at the date and time they expire. Nook Periodicals do not have due dates.

### Return Items Early

You can return an item earlier than its due date so it may become available to other patrons. Once an item has been downloaded, it can only be returned from the OverDrive app, or from your Amazon account. (If an item has not been downloaded, you can return it directly from the OverDrive website. Go to **Account** and select **Return Title**).

Return Early from OverDrive App: Go to the **Bookshelf** in the OverDrive app on your device. Tap and hold the image of the item until a menu appears on the screen. Tap **Return** and then **Yes**.

Return Early from Kindle: Login to your Amazon account. Hover the mouse over **Your Account** in the main menu and click **Manage Your Content and Devices**. Hover over the **Actions** button that corresponds with your library loan title. Click **Return this book** and then **Yes**.

### Renew Items

The **Renew** option becomes available three days before a title is set to expire. See the **Checkouts** page under your **Account**. After renewal, the item may need to be re-downloaded onto your device.

If the title has holds, you can't renew it, but you can **Request it again** to be added to the hold list.

# OverDrive®



- ◆ **E-Books**
- ◆ **Audiobooks**
- ◆ **E-Magazines**
- ◆ **Streaming Movies**

*from Prosser Public Library*

**Download OverDrive items onto your mobile device or computer for free!**

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