Logan City Council Libraries



Looking for <u>eBooks and eAudiobooks</u>? Try **OverDrive**, available free now on the LCC Library website!

Get Started:

- 1. Access OverDrive from the Logan City Council Libraries website loganlibraries.org
- 2. Click on Discover > eResources > eBooks and eAudiobooks > OverDrive.
- 3. On the landing page, click on Sign In. Your OverDrive login information is simply your Library Card number and PIN.
- 4. You will also need to create an Adobe ID in order to download items and use the mobile app. You will also use your Adobe ID for BorrowBox and EBSCO eBooks so it is well worth the time it takes.

Searching and Browsing:

- 1. Keyword search by clicking on the magnifying glass at the top of the page and typing in the search box. Or click on Advanced to enter in more search terms such as Subject or Audience.
 - a. Tip: If you can't find what you are looking for click on *Recommend to Library* under Availability on the left hand side of the results screen. You will see titles you can recommend to us to add.
- 2. There are many ways to **browse** the OverDrive site:
 - a. Explore the front page of the site and our many curated book lists. These lists are constantly changing and an easy way to keep up to date with what's new and exciting in our collection.
 - b. Click on *Collections* located at the top of the page to explore eBooks and eAudiobook collections such as New Additions and Most Popular. Or click on Subjects and choose from one of the many dozens of subject headings.

Checkouts and Downloads:

- 1. If a title is showing as Available, click on borrow to checkout the title. (eBooks can be loaned for up to 21 days and eAudiobooks for up to 14 days. You borrow up to 10 items at a time).
- 2. If the title has a Wait List simply click on Place a Hold to add yourself to the list. The title will be automatically checked out to you when it becomes available.





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3. Wish lists:

- a. If you come across titles that you like but are not ready to loan or you have exceeded your 10 item limit you can click on *+ ADD TO WISH LIST*.
- **b.** You can find your Wish list items under *My Account*.
- 4. All checked out titles and current Holds can be found in your *Loans* page located under *My Account*.
- 5. To read online click on *READ NOW* or *LISTEN NOW* to read or listen to the book in your browser.

READ NOW

- 6. To download an eBook to your computer:
 - a. You will need to install <u>Adobe Digital Editions</u> in order to download eBooks to your PC or Apple computer. You will also need it for BorrowBox and EBSCO eBooks so again it is well worth the initial effort.
 - Once you have downloaded ADE on first launch go to Help > Authorise Computer. On the following screen choose Adobe ID from the dropdown menu and enter your Adobe ID and password.
 - b. On the OverDrive site under *Loans*, click on *DOWNLOAD*:



Save the file when prompted. Navigate to where the file is saved (check your Downloads folder), and double click to open in **ADE**.

- 7. To download an eAudiobook to your computer:
 - **a.** You will need to install the <u>OverDrive desktop app</u> for either <u>Windows</u> or <u>Mac</u>.
 - **b.** On the OverDrive site under *Loans*, click on *DOWNLOAD MP3 audiobook* and save the file when prompted. Navigate to where the file is saved to (check your Downloads folder), and double click to open in the OverDrive desktop app.
 - c. From there you can start listening to it, burn it to CD, or transfer it to an MP3 player.

Using the Mobile App:

- 1. You can use the mobile app to read and listen to eBooks and eAudiobooks quickly and easily.
- 2. Download the OverDrive App from either the <u>Apple App Store</u> or <u>Google Play</u> (for Android) to your portable smart device.
- 3. Get set up:
 - a. Open the App and select Sign In.
 - **b.** Select Sign in using your library card.
 - c. In the search box provided enter Logan City Council, and scroll down until you Find Logan City Council in the list. Choose any branch (it doesn't matter which).
 - d. On the next screen type in your Library Card and Pin numbers and tap Sign In.
 - e. Now find and save our library to access our OverDrive digital collection. Tap on *Add a Library*. Type in Logan and choose one of our libraries from the resulting list (again it doesn't matter which branch you choose). Tap *Logan City Council* under Library systems.
- 4. You can now **borrow** a title straight from the app and **add it to your bookshelf**.
 - a. Tap on Logan City Council under *My Libraries*.
 - **b.** Sign in to the site to choose and borrow a title. (Tip: check *Remember my card number on the device*).
 - c. Navigate to your *Loans* page and tap *ADD TO APP* next to your chosen title to download.
 - **d.** Tap on the three horizontal lines symbol in the top left corner of your screen and tap on *BOOKSHELF*. Your downloaded title will be there. Tap the title cover to read or listen.
 - e. Note you can also add a title directly from your App *BOOKSHELF*. Simply tap + *Add a title* and follow steps 4a 4d.

