

OverDrive-to-Nook (and most other e-readers)

Set Up Adobe Digital Editions on your Computer

(note: once you accomplish the following, you shouldn't need to do this again – unless you get a new computer)

1. Download and install Adobe Digital Editions at <http://www.adobe.com/products/digitaleditions>
(For information about installing Adobe Digital Editions, visit <http://bit.ly/hu1Qz2>)
2. Open Adobe Digital Editions. The “Setup Assistant” will prompt you:
 - Click “Continue”
 - Click “get an Adobe ID online.” Your web browser will open a new window.
 - Click the yellow box to “Create an Adobe Account”
 - Complete the online form. (Not all fields are required.) Use the same email address as you used to register your e-reader. Click “continue” at the bottom of the page.
3. Go back to Adobe Digital Editions and select “Authorize Computer”
 - Type in your new Adobe ID (email address) and password; click “Activate.”
 - Click “Finished”

Authorize your E-Reader

(note: once you accomplish the following, you shouldn't need to do this again – unless you get a new computer or e-reader)

1. Connect your e-reader to your computer using the included USB cord.
2. Open Adobe Digital Editions on your computer.
3. Adobe Digital Editions should recognize your device, and a “Setup Assistant” box will appear.
4. Click “Authorize Device.”
5. Click the “Library View” icon in the upper-left of the Adobe Digital Editions screen. (It looks like three books on a shelf.) Your e-Reader should now appear as an icon to the lower left.

Use OverDrive to Find and Download E-books:

1. From your computer's web browser, go to <http://www.mcpl.us/catalogs/overdrive>
2. Click the “Click here to access OverDrive” button.
3. You are now looking at the OverDrive catalog. Click “sign in” in the upper-right, and do the following:
 - Type “Marathon County Public Library” and click the name of the location you use most often.
 - In the “Library Card” blank that appears, type your 14-digit library card number and click “Sign In.”
4. Search for e-books using the “Search” menu options at the top and “Browse” in the left column.
 - To view all e-books which may be checked out immediately, click “View Currently Available” under “eBooks” in the “Browse” column.
 - To view all e-books in a particular category or genre, choose from the options under “eBooks” in the “Browse” column. (Not all e-books will be immediately available. Click “Place Hold” to receive an email when the e-book is available for you to check out.)
 - To search for a specific title, author, or keyword, type these into the “Search” box at the top of the page, click the “eBook” button, and click “Search.” (If you want to view only immediately-available e-books, be sure to check the “Only Available Copies” box before searching.)
5. When you find an available e-book, click the “Add to My Cart” link to the right of “Adobe EPUB eBook” (preferred, if available) or “Adobe PDF eBook.” (Do not choose “Kindle Book”!)
6. Click “Proceed to Checkout”
7. Select a “lending period” of 7, 14, or 21 days. (The default is “7 day checkout.”)

8. Click “Confirm check out”
9. Click “Download” (You may be asked to “Open” or “Save.” Choose “Open.”)
10. Adobe Digital Editions will open automatically and your book will download and open.

Transfer E-books to your E-Reader:

1. Connect your e-reader to your computer using the included USB cord.
2. Open Adobe Digital Editions on your computer.
3. Click the “library view” icon in the upper-left. (It looks like three books on a shelf.)
4. Click the “Borrowed” bookshelf.
5. Locate the book you would like to transfer, click and drag it to the icon that represents your e-reader (left side of the screen), and drop it in.
6. Wait for Adobe to complete the transfer.
7. Disconnect your e-reader from the computer.
8. Find the book on your e-reader. (It will usually be in a “Digital Editions” folder (in “My Files”), or in a “Library” or “Documents” folder. Borrowed e-books may end up in a different area than e-books you have purchased.)

Public Domain E-books (Free to Keep):

- OverDrive also offers over 34,000 e-books that you may keep, and that will never expire. These are “public domain” books – mostly classics or older works – that are no longer covered under copyright law.
- To access this collection, click on the “Additional E-books” ad at the bottom-left of the OverDrive webpage.
- To transfer these items to your e-reader, follow the special instructions found on this page.

Frequently Asked Questions:

- **Why are some items not immediately available for checkout?** – Just like “physical” library items, there are only so many copies available. If all copies are in use, you will see “Place Hold” as an option (instead of “Add to Cart”). Clicking this link will invite you to input an email address, and you will be notified when the item is being held for you. You will have three days to log in to OverDrive and check out the item.
- **How many items can I check out from OverDrive?** – You may have a maximum of six items (whether e-books, audio, or video) checked out at one time.
- **How do I return an OverDrive item?** – Items will expire automatically and cease to function at the end of their lending period (7, 14, or 21 days). You will want to delete expired items from your devices. To return an item early, go to Adobe Digital Editions, click the arrow in the upper-left of the e-book you want to return, and choose “Return Borrowed Item.” It may take several minutes for the return to be processed.
- **Can I access OverDrive e-books on another device (not an e-reader)?** – Yes, as long as the device has the free OverDrive App installed on it. This application is generally available for download in the “App Store” or “Marketplace” on mobile devices. Alternately, you can read the title on your computer or tablet using Adobe Digital Editions.

For assistance, call the **Marathon County Public Library** at **(715) 261-7200**, email info@mcpl.us, or stop by any one of our nine convenient locations: Wausau, Athens, Edgar, Hatley, Marathon City, Mosinee, Rothschild, Spencer, Stratford.

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