

Searching for eBooks in OverDrive

Overview: Learn how to locate and borrow eBooks from the Buffalo & Erie County Public Library using OverDrive.

Student Skill Level: Advanced

Requirements: valid B&ECPL Library card, mouse & Internet skills

Objectives:

- Learn how to access library eBooks through OverDrive
- Sign in to your account
- Learn how to browse for eBooks
- Search for eBooks
- Place a hold
- Borrow an eBook

Revised 10-6-16

To see a list of upcoming computer classes go to:
www.buffalolib.org/content/computer-training or call (716) 858-8900.

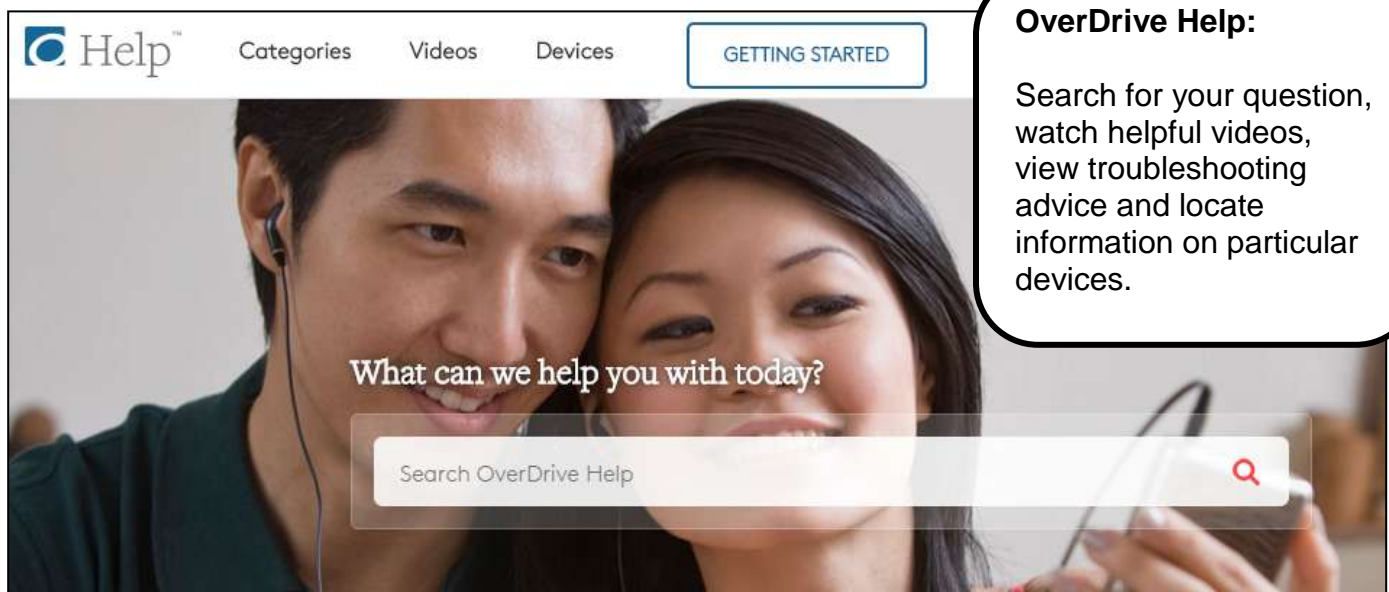
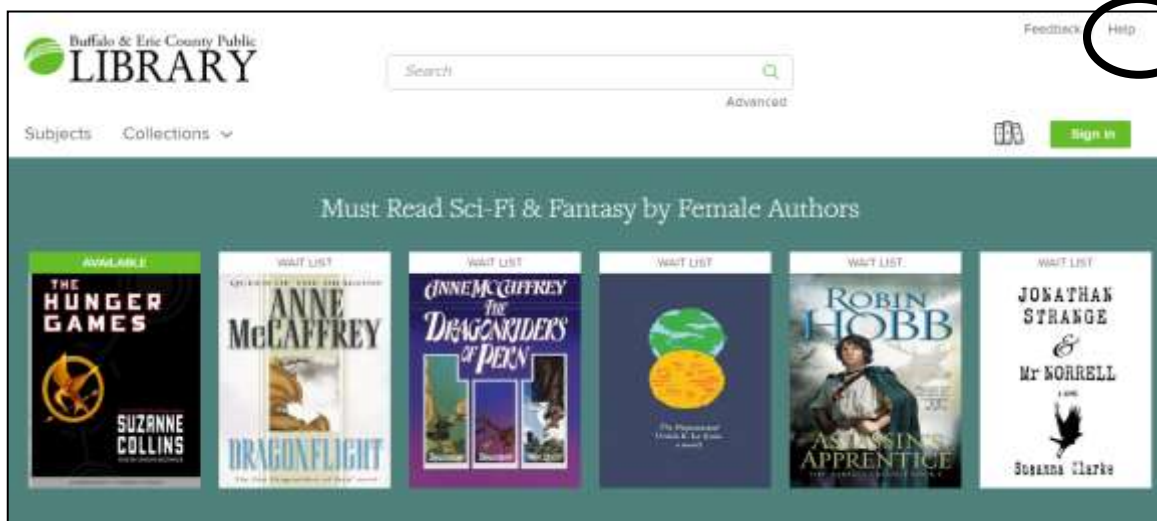
Access Library eBooks

The Buffalo & Erie County Public Library offers a vast selection of eBooks and Audiobooks for its patrons to check out and access on their home computers and eDevices.

To begin, start from the Library's homepage, www.buffalolib.org, and click on the logo for **OverDrive**.



Now that you are on the OverDrive website you will see links to browse eBooks, Audiobooks, and Videos. Note that you can also browse recently purchased books. Click **Help** at the top of this page.



Sign In to your Account

Return to the OverDrive homepage and click **Sign In** at the top to sign in.

Sign In

The OverDrive website offers multiple sign-in options.

The screenshot shows the 'Sign in with your library card' page. On the left, there is a text input field for the 'Card Number' (marked with a yellow '1') and a checkbox for 'Remember my Card Number on this device.' Below this is a green 'SIGN IN' button and a 'Cancel' link. On the right, under the heading 'Or choose another option', there are two buttons: 'Sign in with OverDrive' (marked with a yellow '2') and 'Sign in with Facebook'. At the bottom, there is a section titled 'Why should I choose one of these options?' with explanatory text.

1 Sign in using **Library Card**:

This is a good option if don't want to sign up using your email address and name. *You'll be able to borrow titles, place holds, and add titles to your wish list.*

1. Click **Sign In Using Library Card**.
2. Enter the number that appears on the back of your library card. *Omit the letter A if your card begins with A.*
3. Click **Sign In**.
4. Click if **Yes** or **No** if you are 13 or over.
5. *If you clicked **Yes**, you may enter your email address and name (both are optional) to receive OverDrive's recommendations and reviews.*
6. Click **Sign Up Now**.

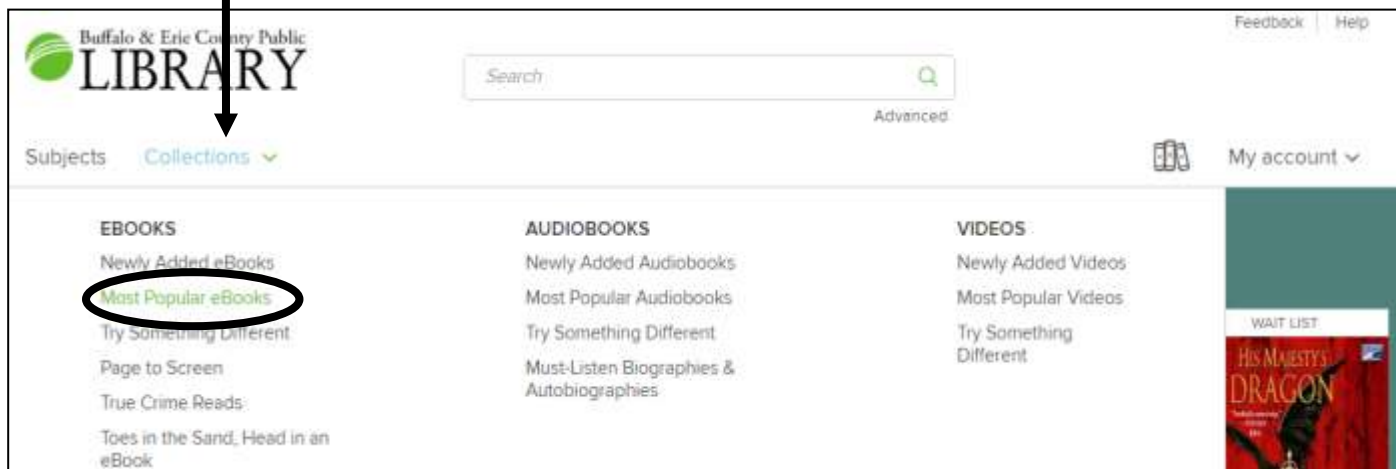
2 Sign in using **OverDrive** or **Facebook**:

This is a good option if you already have an OverDrive account, currently use the OverDrive app or belong to multiple libraries. *You'll be able to borrow titles, place holds, and add titles to your wish list.*

1. Click **Sign In Using OverDrive (or Facebook)** and enter your email address and password.
2. *The first time you sign into your OverDrive or Facebook account, you'll be prompted to add your library card number to your account. Click **Add a Card**.*
3. *Enter your card number and click **Yes, Grant Access**.*

Browse eBooks

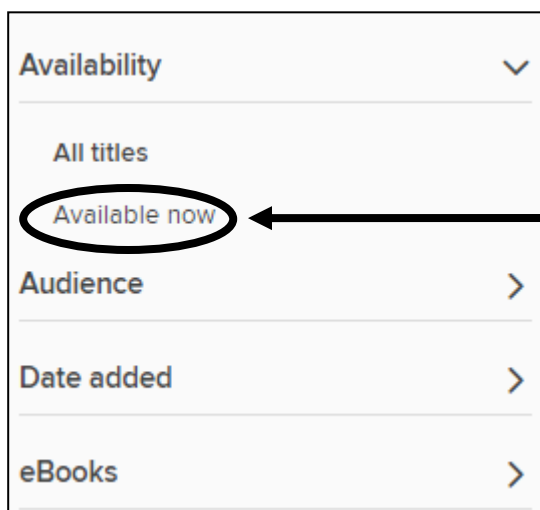
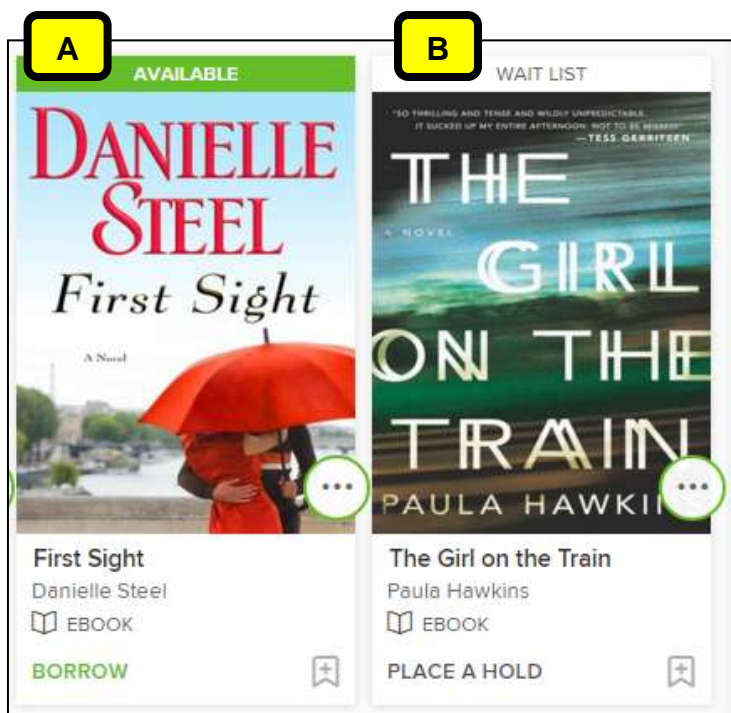
Click **COLLECTIONS** and then click **Most Popular eBooks** from the drop down menu.



The example on the right shows 2 eBooks in the Library's collection.

A. Notice that the first eBook is labeled **AVAILABLE**. This means that the eBook can be borrowed.

B. The second eBook is labeled **WAIT LIST**. This means that the book is currently **unavailable**. A hold can be placed for the eBook.



If you only want to view available titles, click **Available Now** on the left side of the page. Your screen will refresh.

Note the other filtering options on the left side of the page. *Multiple filters can be used at the same time.*

Search for eBooks

If there is a specific title or author that you are looking for, try putting it in quotes in the search box at the top of the page. For example, type: "Kate Atkinson" and click the magnifying glass to search.



On your search results page, notice the sorting options: Date added, Popularity, Relevance, Release date, Title, and Author.



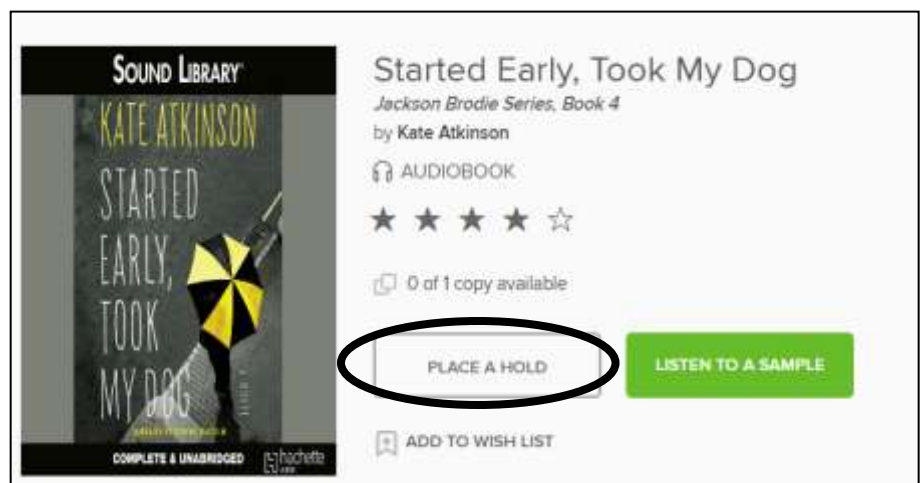
Place a Hold

If the eBook you are interested in is labeled **WAIT LIST**, you can place a hold on that title. This will add your name to the waiting list and it's free! Click on **WAIT LIST** above the book cover image.

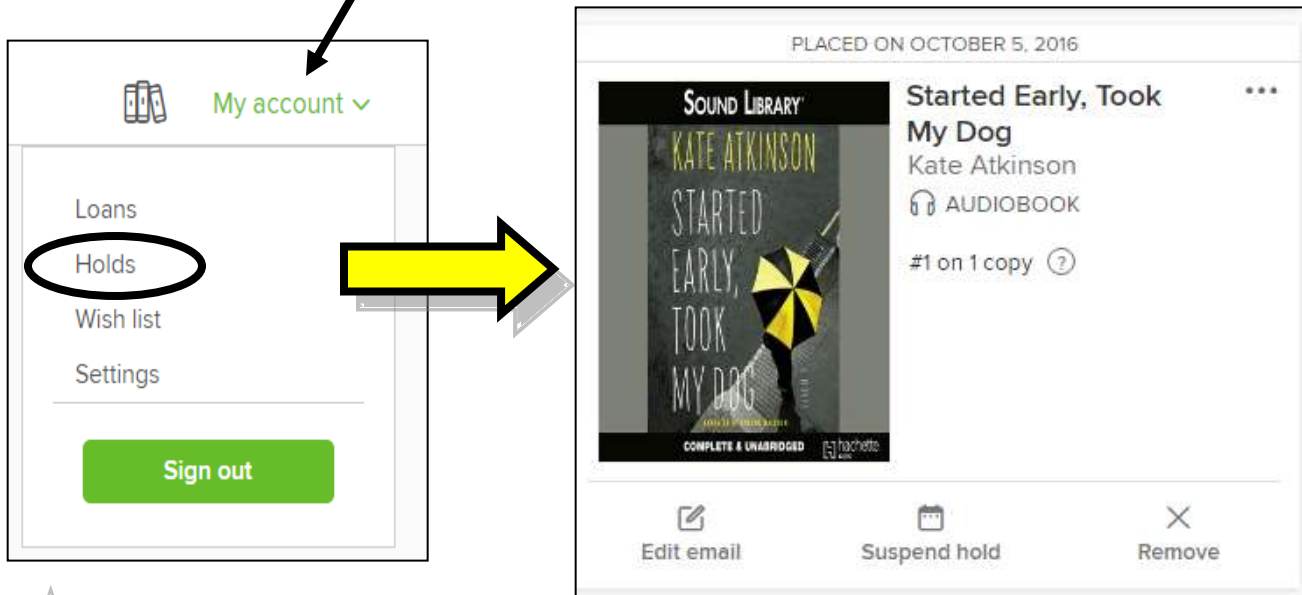
On the next page, click on **PLACE A HOLD**.

You will then be asked to enter your email address twice. Click **PLACE A HOLD** when finished.

You'll receive an email when the title becomes available.



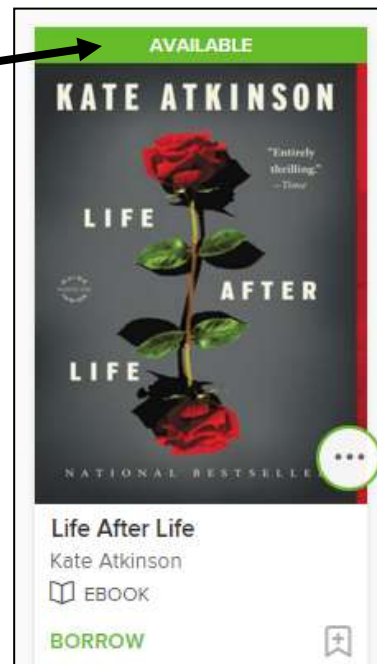
To view your Holds, click **My account** at the top of the page and then click **Holds** from the drop down menu.



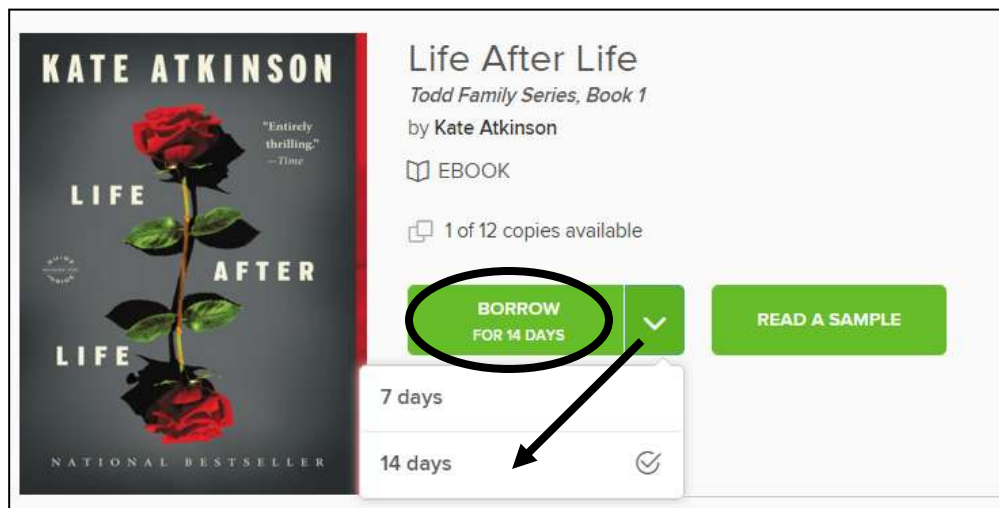
TIP: You can also view your **Loans** (checkouts) and **Sign out** of your account using the **My account** drop down menu.

Borrow an eBook

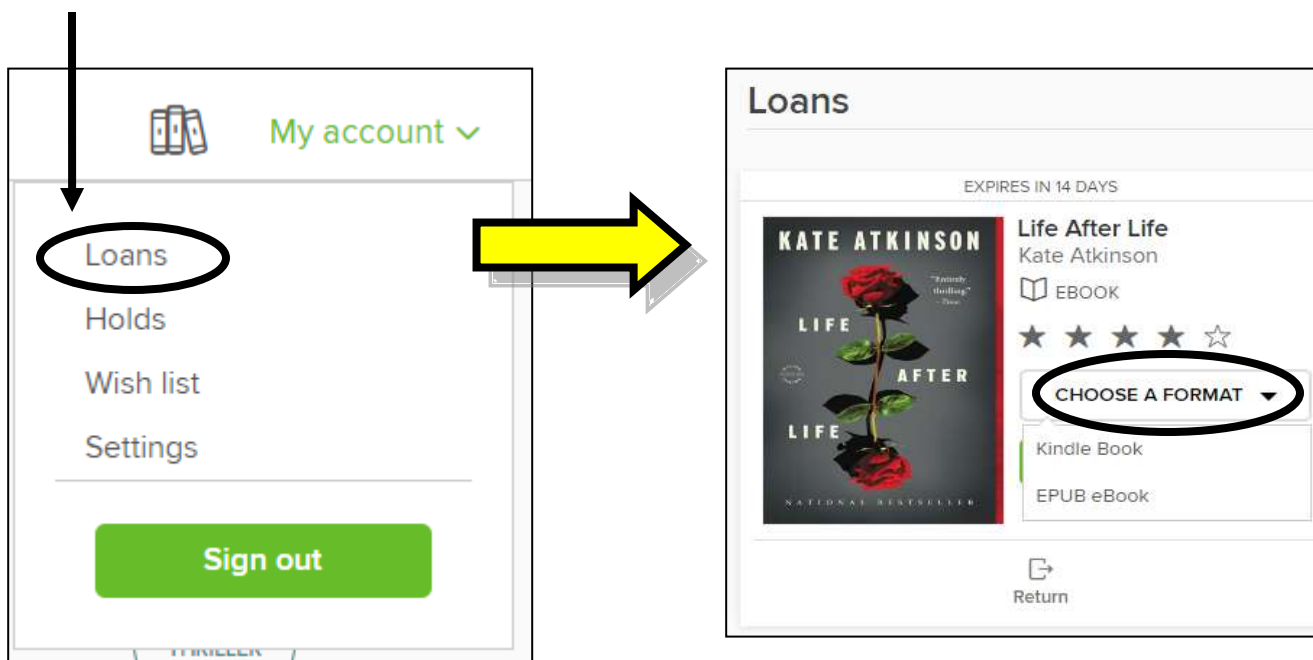
When you find a book that you are interested in and it is **AVAILABLE** to check out, click **AVAILABLE**.



On the next page, click on **BORROW**. Note: There is a **drop down arrow next to BORROW**. Click it to change your default lending period, 7 or 14 days.



Click **My account** at the top of the page and then click **Loans** from the drop down menu.



Click on **CHOOSE A FORMAT** for a drop down menu of choices.

Choose **Kindle Book** for:

- Kindle eReaders
- Kindle reading app

Choose **EPUB eBook** for:

- iPads
- Nooks
- Androids
- Windows devices
- Kindle Fire – OverDrive app

Please see our device specific training guides (iPad, Android, Kindle, Nook, etc) for more detailed borrowing instructions relevant to each device.

Enjoy your eBooks!