

Borrowing eBooks:

Nook eReader, Nook Tablet, Nook Color or Sony eReader

Overview: Learn how to install the software required for downloading eBooks to your device. Then search for and borrow eBooks from the Library using OverDrive.

Student Skill Level: Advanced

Requirements: valid B&ECPL Library card, email address (must know username and password), basic device operational skills, mouse, typing and Internet skills, USB cable

Objectives:

- Download Adobe Digital Editions (ADE) software
- Access Library eBooks through OverDrive
- Sign In to your Account
- Browse eBooks
- Search for eBooks
- Place a Hold
- Borrow an eBook
- Authorize ADE
- Transfer an eBook to a device
- Return an eBook early (optional) & safely disconnect a device
- Appendix A: What if my Nook does not activate?
- Appendix B: Special instructions for a Sony eReader

Revised 3-3-16



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

Download Adobe Digital Editions (ADE) software

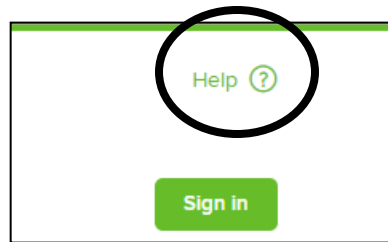
What is Adobe Digital Editions?

Adobe Digital Editions (ADE) is a software program used to view eBooks on your home computer and transfer them to an eReader.

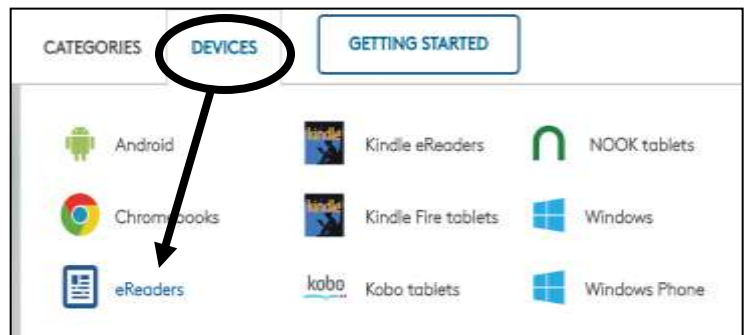
To download ADE, start from the Library's homepage, www.buffalolib.org, and click on the logo for **OverDrive**.



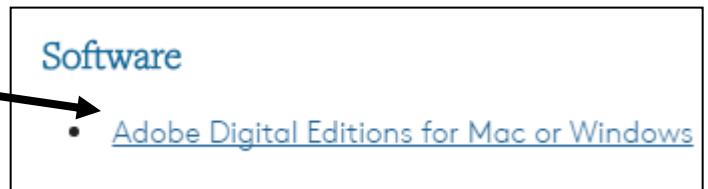
Click **Help** at the top of the page.



Click **Devices** and then click **eReaders**.



Click **Adobe Digital Editions for Mac or Windows** to open Adobe in a new window.



Click **Download** at the top of the page.



Click on **Download Digital Editions Windows**.

Adobe Digital Editions 4.5 Installers

Locate your preferred platform and click on it to download the installer. Then run the installer on your machine to install Adobe Digital Editions.

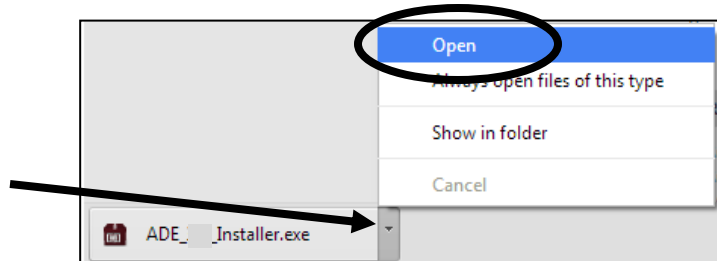
Download Digital Edition 4.5 *Macintosh (23.2MB)*

Download Digital Edition 4.5 *Windows (8.13MB)*

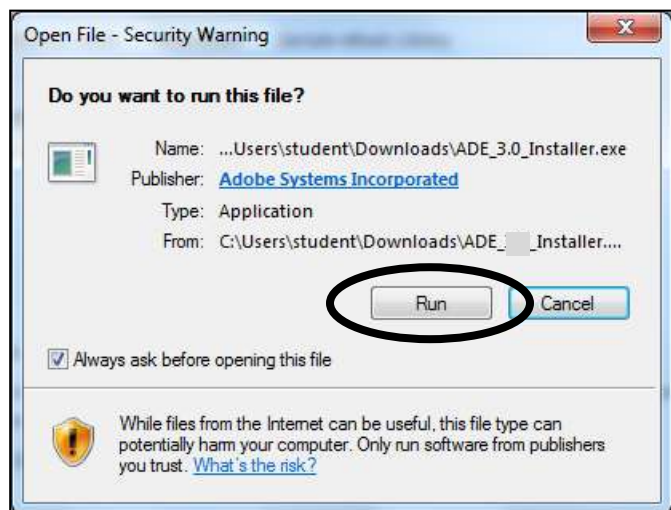
The following instructions are based on a Windows 7 computer.

There will be a message at the bottom of your screen that the software is being installed.

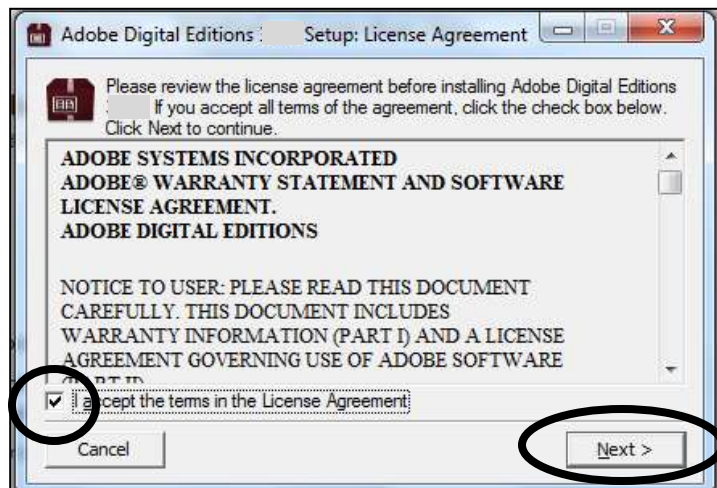
Click the **drop down arrow** next to it and then click **Open** from the menu.



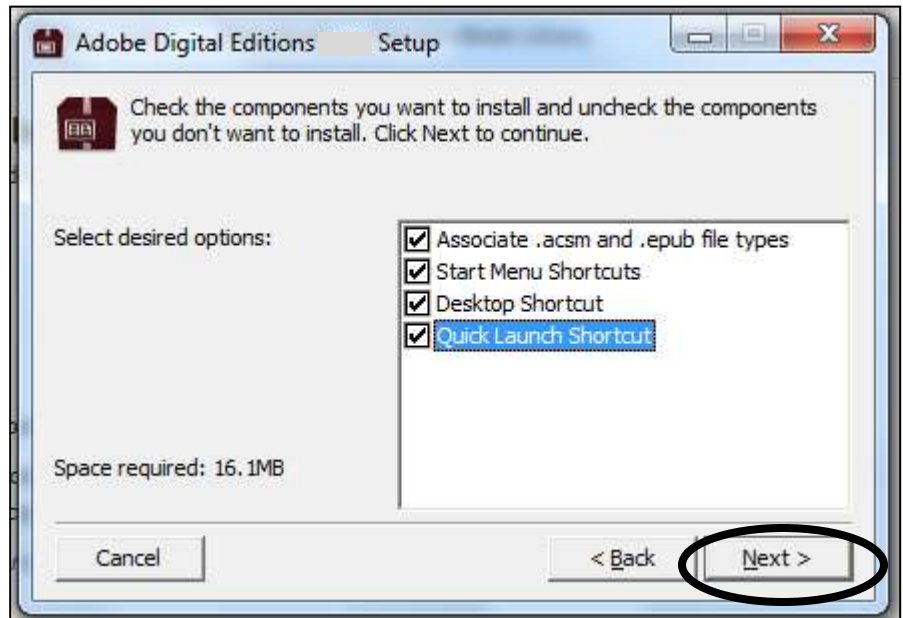
A pop up will appear. Click **Run**. This process may take a few seconds or a few minutes depending on your Internet connection speed.



On the next pop-up, make sure to click the **checkbox** to accept the license agreement. Then click **Next**.

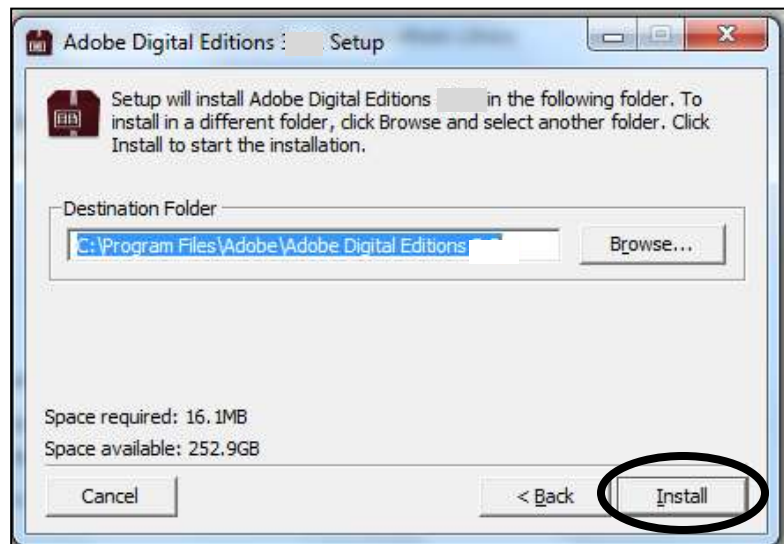


On the following screen, click **Next**.



On the next pop-up click **Install**.

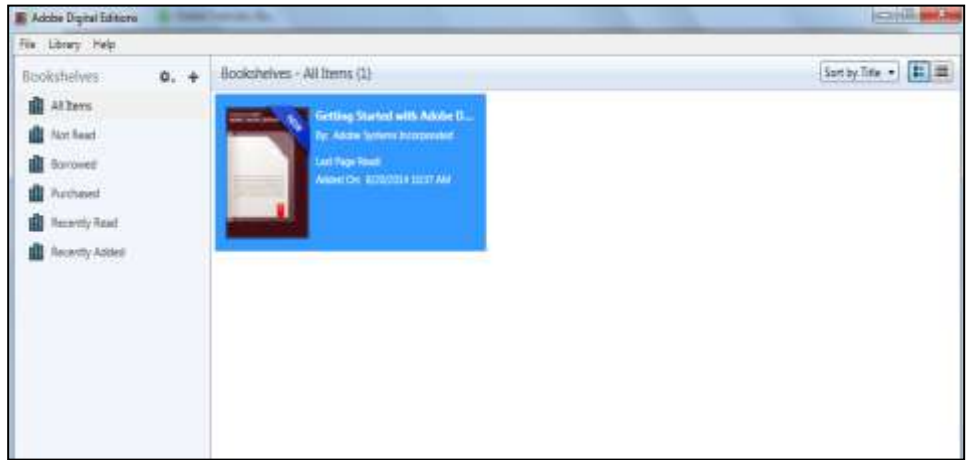
The default destination folder should be fine, but you may change the destination folder by clicking on Browse.



Once the installation is completed, click **Close**.



Your successfully installed copy of Adobe Digital Editions will now open and look like this.



This is the icon for **Adobe Digital Editions**.



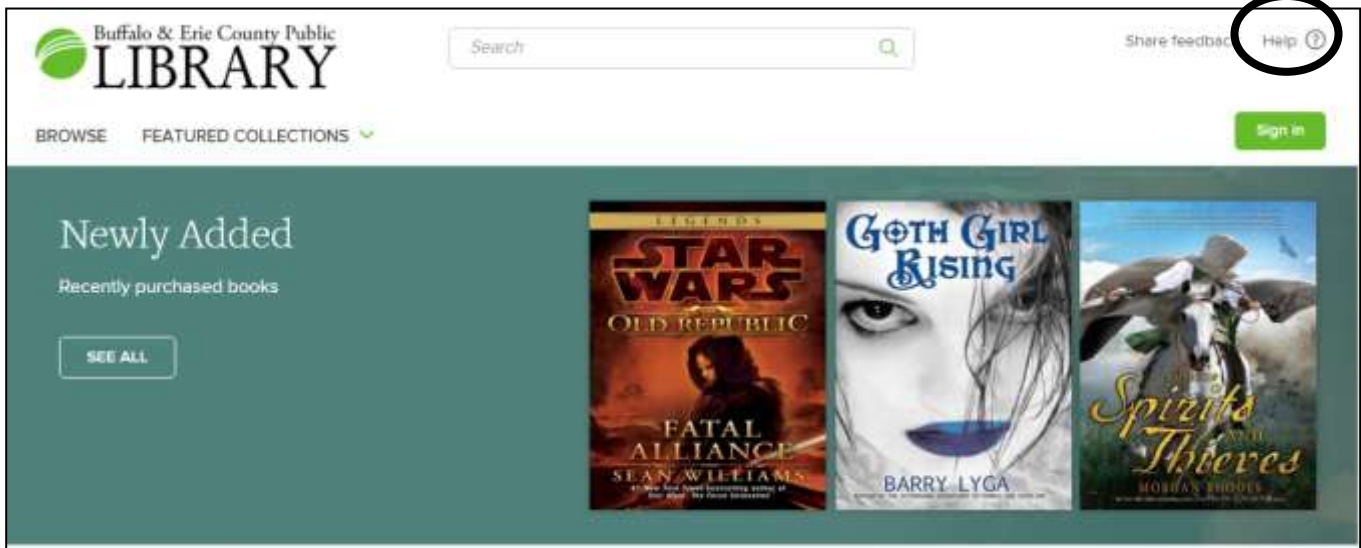
Access Library eBooks

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. You can always click **Help** at the top of this page. OverDrive Help allows you to search for your questions.

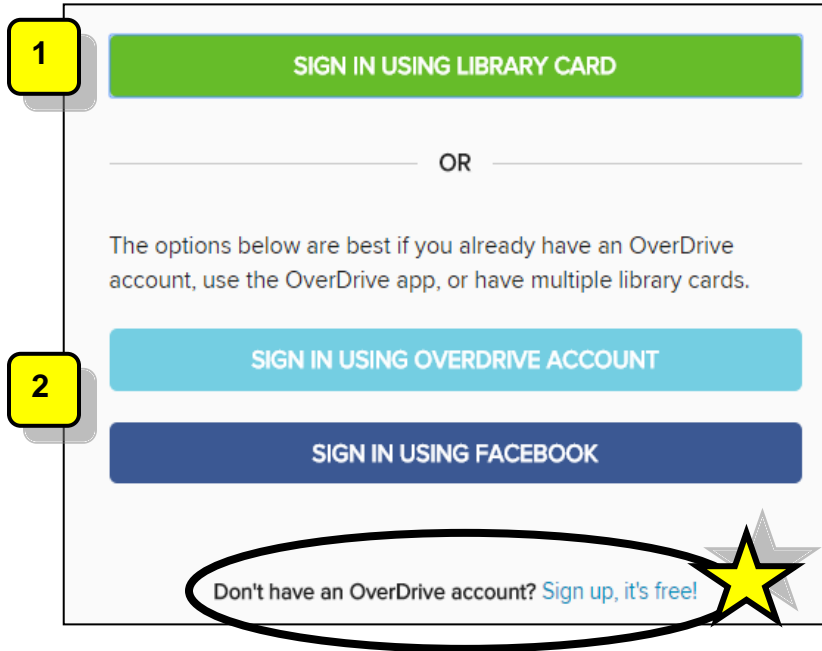


Sign In to your Account

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



The OverDrive website offers multiple sign-in options.



1 Sign in using **Library Card**:

This is a good option if you're under 13 years old or 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**.

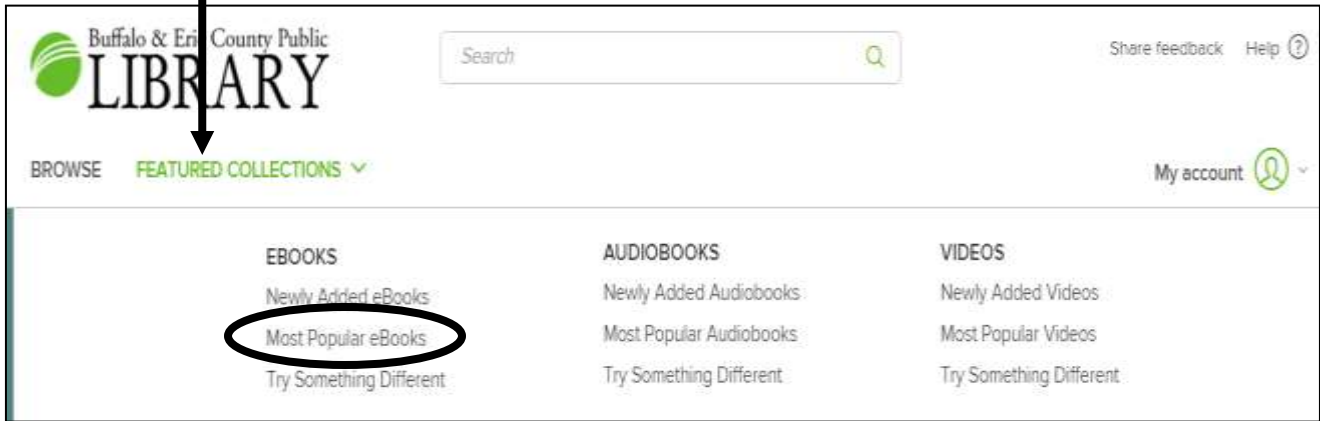
2 Sign in using **OverDrive** or **Facebook**:

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

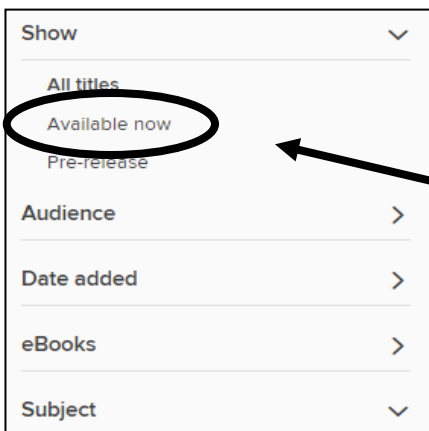
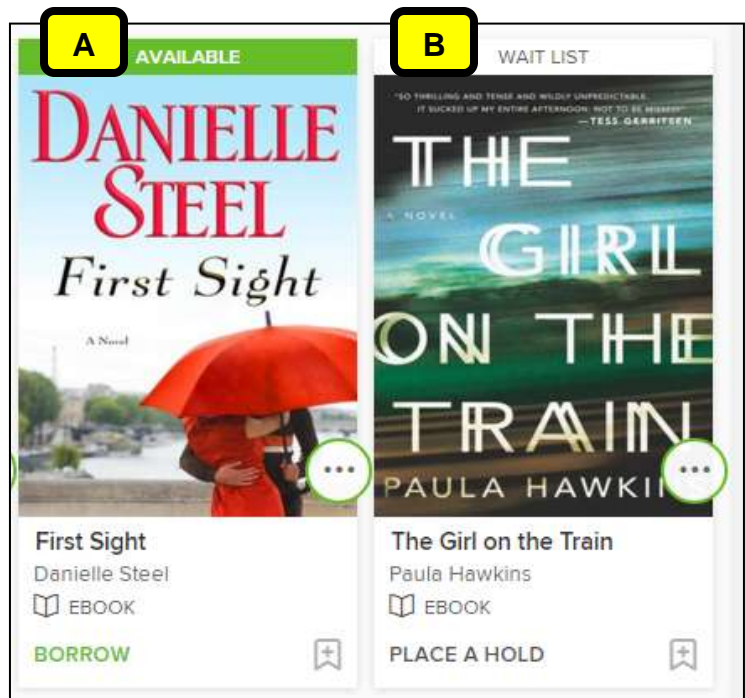
Click **FEATURED COLLECTIONS** and then click **Most Popular eBooks** from the drop down menu.



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.

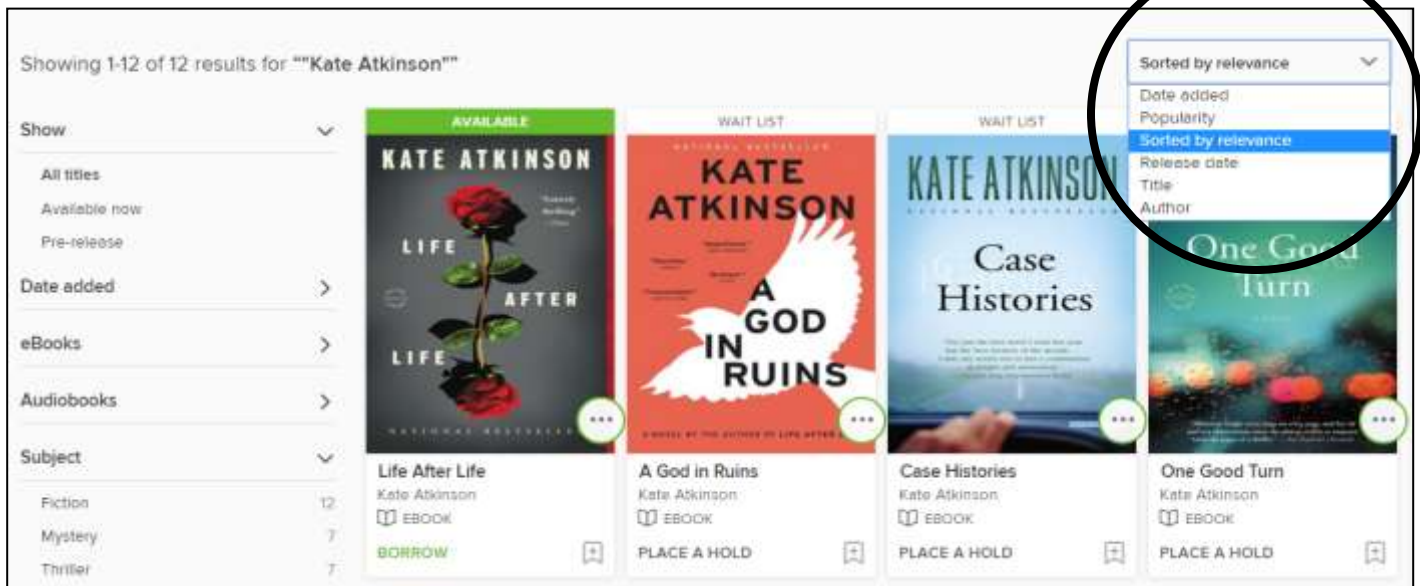
Note the other filtering options on the left side of the page. *Multiple filters can be used at the same time.*

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.



Showing 1-12 of 12 results for ""Kate Atkinson""

Sorted by relevance

- Date added
- Popularity
- Sorted by relevance
- Release date
- Title
- Author

Show	Book Title	Status	Action
Life After Life	Kate Atkinson	AVAILABLE	BORROW
A God in Ruins	Kate Atkinson	WAIT LIST	PLACE A HOLD
Case Histories	Kate Atkinson	WAIT LIST	PLACE A HOLD
One Good Turn	Kate Atkinson	WAIT LIST	PLACE A HOLD

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.

*By default, your holds will be automatically added to your **Checkouts** as soon as they're available. If you'd like to turn off automatic hold checkout, visit your **Settings** page (under **MY ACCOUNT**).*



A God in Ruins
Todd Family Series, Book 2
by Kate Atkinson

EBOOK

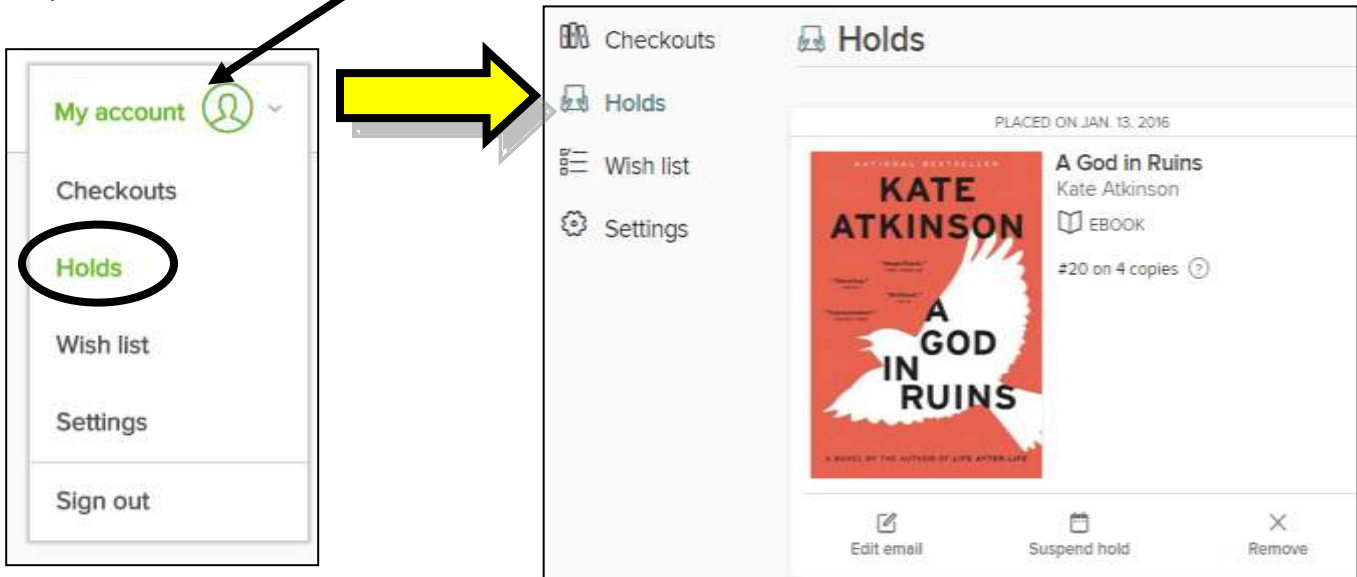
0 of 4 copies available 4 people waiting per copy

PLACE A HOLD **READ A SAMPLE**

ADD TO WISH LIST

Description Details

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



When your hold is available and has been automatically checked out to you, click **My account** then click **Checkouts**.

Click **Download**.

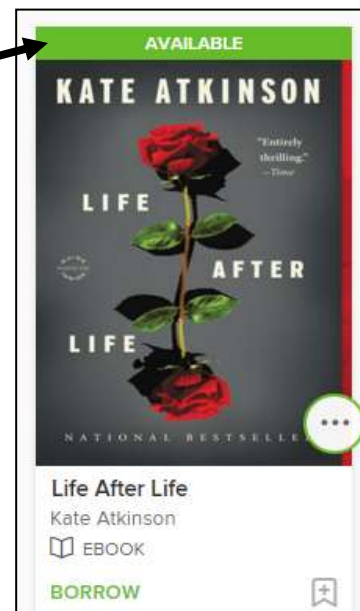
Choose **EPUB eBook** and click **Confirm**.



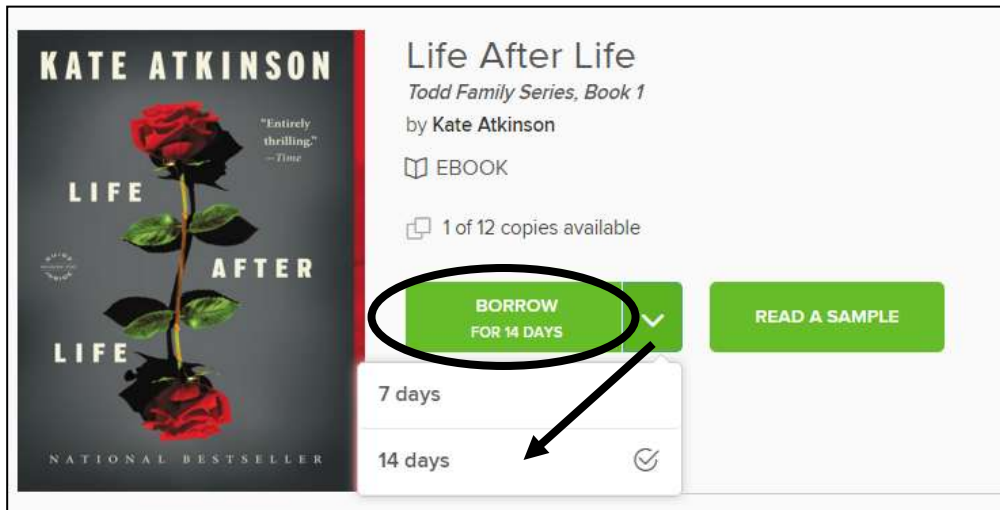
TIP: You can also **Sign out** of your account using the **My account** drop down menu.

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.

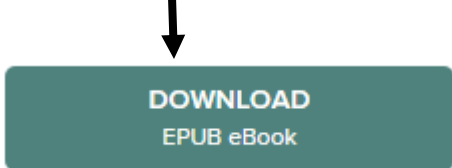


Click **My account** at the top of the page and then click **Checkouts** from the drop down menu.

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

Click on **ePUB eBook**.

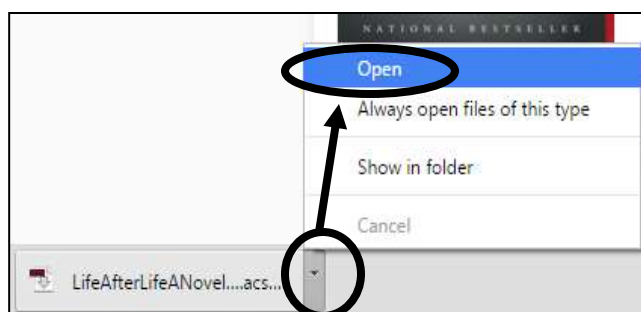
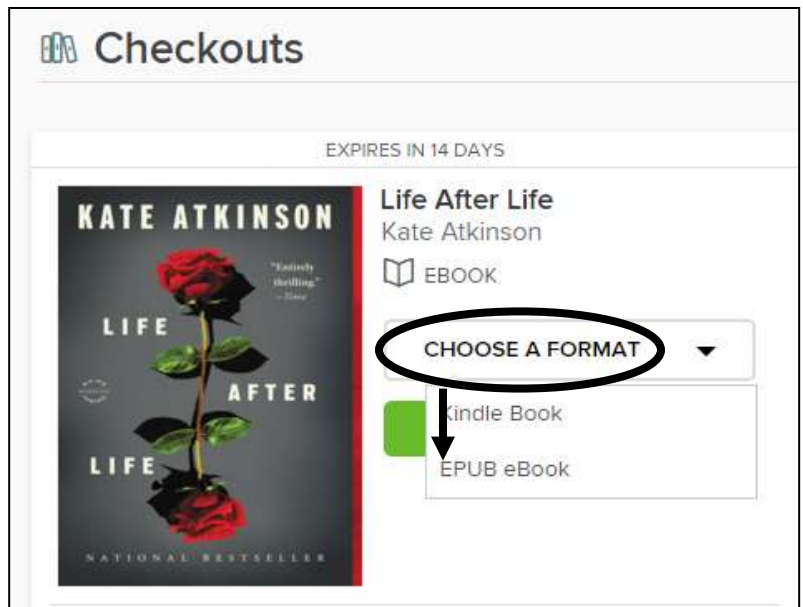
Next click **DOWNLOAD**.



If you get a device compatibility pop up, click **Confirm**.

There will be a message at the bottom of your screen. Click on the **drop down arrow** next to it and then click **Open** from the menu.

If this is your first download, you will have to authorize your computer in Adobe Digital Editions.



Authorize Adobe Digital Editions

Once you download your first eBook, you will be prompted to **authorize** your computer. This step takes only a few minutes and is necessary to transfer eBooks to your eReader.

Change the eBook Vendor to **Adobe ID** using the drop down menu.

If you do not already have an Adobe ID, click once on the **Create an Adobe ID** link.

You will then be directed to the Adobe.com web site.

On the next screen, click **Get an Adobe ID**.

Fill in each field and then click **Sign Up**.
Password is a new password, not the password for your email address.

Write down the email and password you choose; they will be necessary for the next step.

Computer Authorization

Adobe Digital Editions

Authorize Your Computer

Authorizing your computer enables you to:

- Easily transfer Adobe DRM protected items between multiple computers and mobile devices.
- Protect Adobe DRM-protected items on computers or mobile devices (up to six).
- Restore your content from backup should you ever need to re-install the OS.

Select eBook vendor; then enter your login ID and password below

eBook Vendor: Adobe ID [create an Adobe ID](#)

Adobe ID:

Password: [I forgot my password](#)

I want to authorize my computer without an ID

Cancel Authorize

Adobe ID

Sign up

First name Last name

Email address

Password

United States

Date of birth

Month

Stay informed about Adobe products and services. [Learn more.](#)

By clicking "Sign up" I agree that I have read and accepted the [Terms of Use](#) and [Privacy Policy](#).

SIGN UP

The **Welcome** screen will appear upon completion of the form and you can then close your web browser.

Return to the **Authorization** screen in Digital Editions. Enter your newly created **Adobe ID** and **password** from the web site.

Click the **Authorize** button.

You will see the message: **Your Computer Has Been Authorized**. Click **OK** to continue.

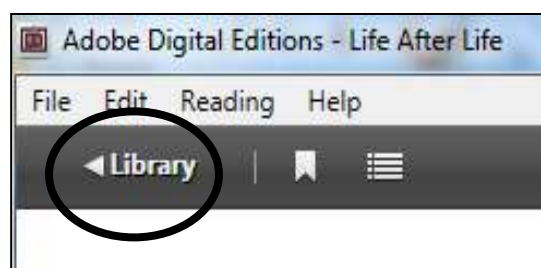


Transfer downloaded eBook to a Device

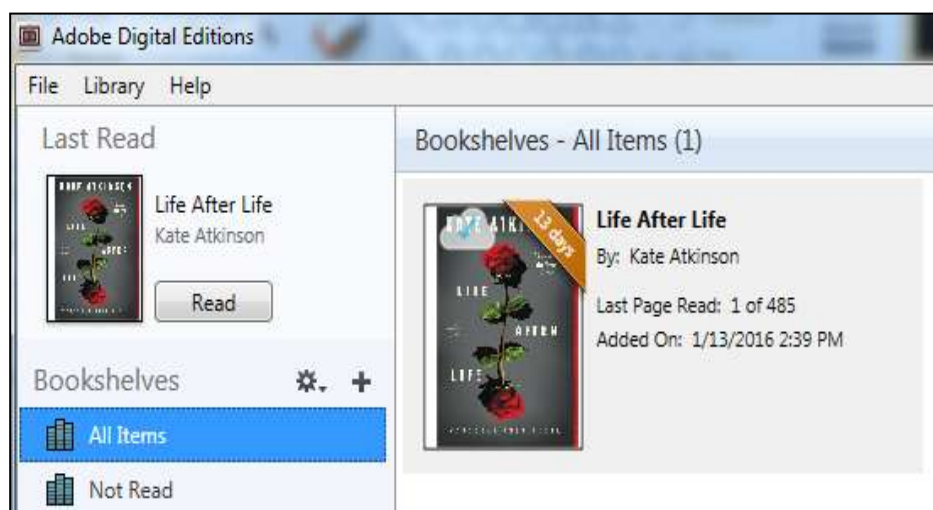
The book you checked out will now begin to download into Adobe Digital Editions.

Adobe Digital Editions automatically opens the eBook in the **Reading View**. You can read the book on your computer if you want.

To transfer a title to your eReader, you will need to click **Library** in the upper left-hand corner of the screen.



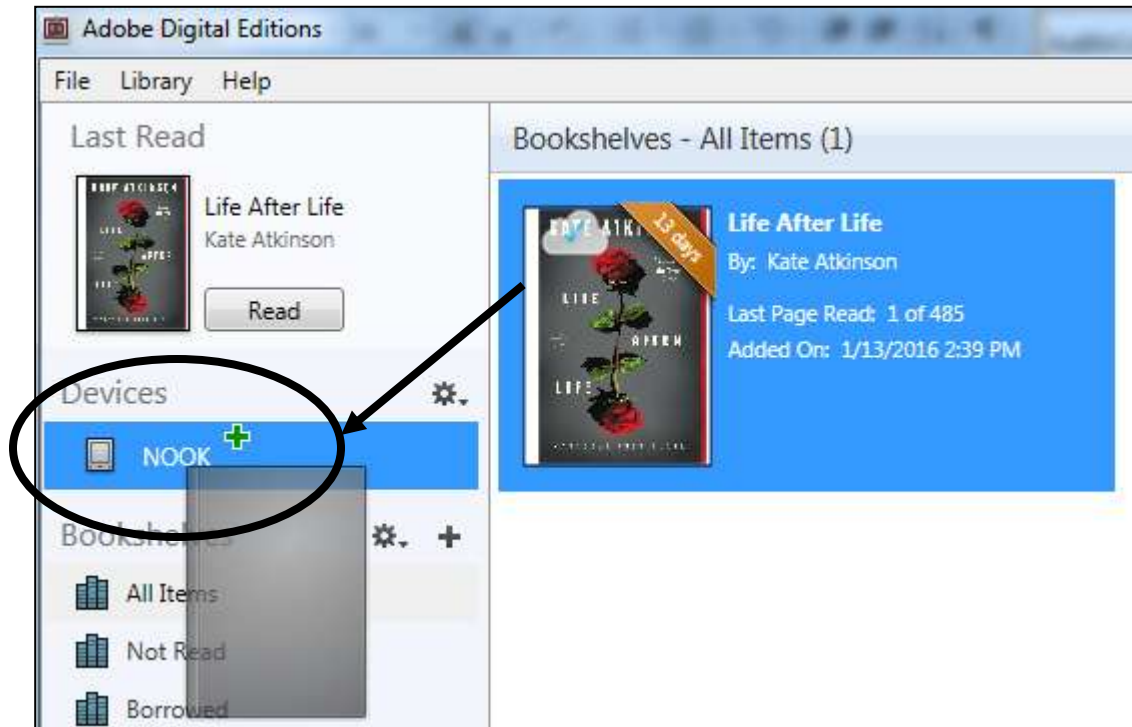
Library View displays icons for each title you have in the highlighted folder under Bookshelves. The lending period is displayed across the top right-hand corner of the book.



Connect your device to your computer using your USB cord. It will appear under Devices on the left of the screen

While in Library View, locate the **icon** for the eBook you wish to transfer.

Click and drag this icon to the left side of the screen and drop it over the name of your device. When you see the green + sign, release your mouse.



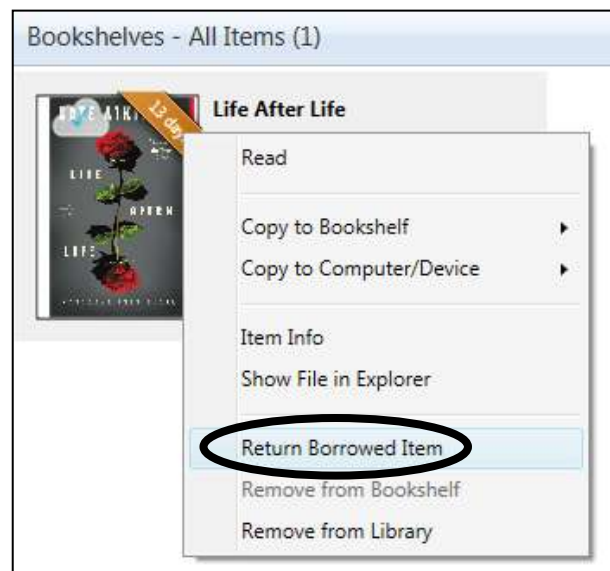
Your device will be authorized. To confirm that the title has transferred, click once on the name of your device under Devices to highlight it. If you don't see the icon for your book displayed, try the transfer again. Enjoy your eBook!

Return an eBook Early (optional)

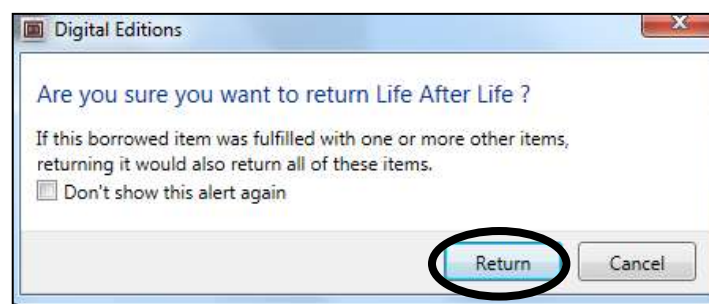
Right-click on the book cover for item options. From here, you can look at the Item information, return a book early, or remove the item from your library.

Note that your Nook *does not* have to be connected to return the item.

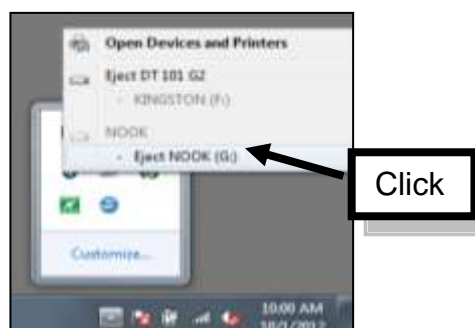
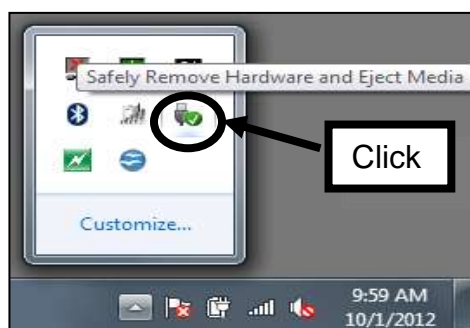
Click **Return Borrowed Item**.



Click **Return** if you are finished reading the eBook.



Safely Disconnect your device from your Computer



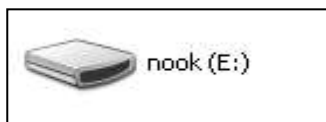
Once you see the **Safe To Remove Hardware** message you may unplug your device from the computer. You're now ready to take your eBooks anywhere!



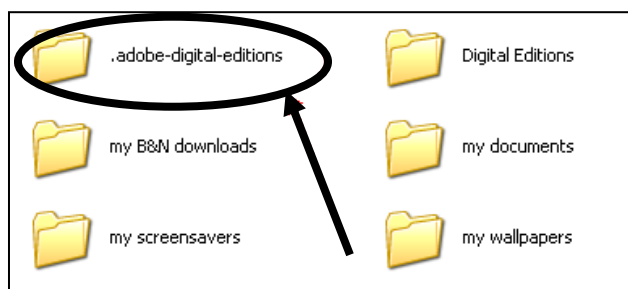
Appendix A: What if my Nook does not activate?

In some instances, the Nook contains a file that does not allow the 'Device Setup Assistant' to display. If this happens, please complete the following steps:

1. Close Adobe Digital Editions, and disconnect the Nook from your computer.
2. Re-connect the Nook to your computer.
3. When the AutoPlay box appears, select 'Open folder to view files'. If the AutoPlay box does not appear, you can access the Nook files by opening 'My Computer' on your desktop and double-clicking on the Nook drive.



4. Locate the folder **.adobe-digital-editions** and delete it.

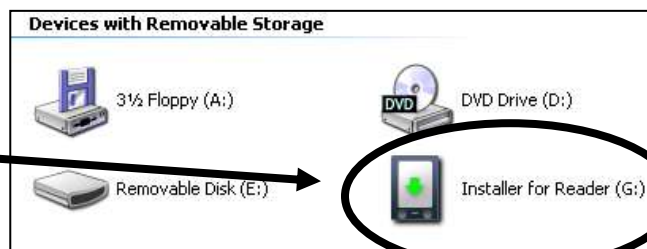


5. Close the Nook drive display, and safely disconnect the Nook from your computer.
6. Open Adobe Digital Editions.
7. Reconnect the Nook to Computer. You should see the 'Device Setup Assistant' dialog box again.
8. Click the 'Authorize Device' button and then 'Finished'.
9. To confirm successful Nook authorization, look for the Nook icon beneath 'Devices' in Adobe Digital Editions.

Appendix B: Special Instructions for a Sony eReader

In addition to Adobe Digital Editions, Sony eReader users must also install **Sony Reader Library** software onto their computer. Once installed, you may use either program to access eBooks and transfer them to your device, but you must have both programs installed! Installation is easy and should only take a couple of minutes, plus, the software is pre-loaded onto your eReader.

First, connect the device to your computer. If not automatically prompted to do so, open the drive named **Installer for Reader** through the 'My Computer' icon on your desktop.



You will then see folders for both Mac and Windows operating systems. Open the appropriate folder.



Select **Setup Reader Library** and follow the instructions until installation is complete.



When you come to the screen for 'File Association', **deselect the checkbox** to allow eBook files to open with Adobe Digital Editions.

Keeping this box checked will prompt eBooks to open with Reader Library.



Once installation is complete you will see a new icon on your desktop for the program Reader Library. You may now use either Reader Library or Adobe Digital Editions to enjoy eBooks on your computer or transfer them to a Sony eReader!