

# Downloading/Reading eBooks on Computer or eReader

Depending on the device you are using, there are several ways for you to enjoy eBooks borrowed through the library.

## Add eBooks directly onto your eReader

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1. Go to <https://www.overdrive.com/account/sign-up>.
2. You can sign up for an account using your Facebook account or email address.
3. When you create an account you will be asked to verify your email address. To complete the process, click the link sent to you in your verification email.

### On Your Kobo

1. From the Home screen on your Kobo tap the menu in upper left corner.
2. Go to **Settings** → **OverDrive** → **Get Started**
3. Sign into OverDrive or create an account if you don't already have one.
4. Find your library on the **Find a public library** page. Sign in with your library card number or your OverDrive account.
5. Browse and borrow content:
  - i. Click on the magnifying glass in upper right of screen. Enter title, author or keyword(s) in the **Search** field (note that this search returns results from ALL format types)
  - ii. Browse by **Subjects** and/or **Collections**. Use the Limiters (Format Type, Availability, Audience, Date Added, etc.) along the left side of screen to refine your search results
  - iii. tap the book cover to open its details page and then tap . . . to borrow it or place it on hold

## Read or Listen in Browser

1. Go to <http://www.downloadlibrary.overdrive.com> and find the eBook/Audiobook you would like to read/listen to.
2. Select the green **Borrow** button and your preferred Loan period
3. Select the green **Read now in browser/Listen now in browser** button
4. In the Goggle Chrome browser click on the ☆ to save the book to your browser for easy access on your next visit

## Download and Transfer to an older Kobo

Older Kobos including the Kobo Aura, Touch 2.0 or Glo do not support direct downloading of Overdrive content. You will need to transfer ebooks from a computer using Adobe Digital Editions.

## Download Adobe Digital Editions software

1. Go to: <http://www.adobe.com/ca/solutions/ebook/digital-editions.html?>
2. Select **Download**.
3. Follow the on-screen instructions to install.

### Authorize Your Computer

1. Open Adobe Digital Editions software on your computer.
2. Go to **Help** (upper left of screen) → **Authorize Computer**
3. Key in the Overdrive ID (email address) and password that you created.

## Transfer an eBook to your eReader

1. Click on **Library** located in the upper left corner of ADE in order to change the screen view to **Library View**. In the right panel of your screen you should now be able to view all books you currently have downloaded
2. Plug your eBook reader into the computer. You may need to select **Connect** or **Manage Library** on your device screen. Wait until an icon for your device appears on the left of ADE screen
3. Right click on the picture of the book to transfer. Choose **Copy to Computer/Device** from the menu. Your device type should appear in a flyout window. Left click on device. The title will transfer to your eReader.
4. Before unplugging your eReader from the computer go to the **Safely Remove Hardware** icon (on a PC located on the lower right of your screen). Once the **Safe to Remove Hardware** message appears you may detach your Reader from the computer. On a Mac, unmount/eject the Reader using the **Finder** before unplugging. Detach the Reader from your computer.

## Returning and deleting eBooks

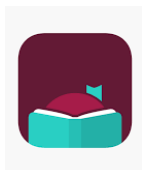
eBooks can be returned and deleted at any time prior to the end of the loan period. To return an eBook go to the Adobe Digital Editions software on your computer. Under **Bookshelves**, right click on the image of the book you would like to return. A menu with options should appear. Choose **Return Borrowed Item**.

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## Download Libby app

1. Tap the **Home** button on your device
2. Go to the App store on your device. This may be the iTunes App Store//Windows App Marketplace/Android Market/Google Play Store
3. Search for the **Libby by Overdrive** app
4. Follow the on-screen instructions to install the application



## Sign up for an Overdrive account

4. Go to <https://www.overdrive.com/account/sign-up>.
5. Sign up for an Overdrive account. Go to **Enter your details** and key in your **Name** and **Email Address** and create a password.
6. When you create an account you will be asked to verify your email address. To complete the process, click the link sent in the verification email.
7. In the app go to **Add a Library** and then type **Waterloo** in the search box. Choose **Waterloo Public Library** from the search results.



8. Touch **downloadlibrary** to launch the page where you can search for and check out items to download to your device.

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1. Select **Library** from within the Libby app (lower left on screen).
2. You will be asked to sign in (select your library and enter library card number) the first time you use app.
3. You can search for titles in several ways:
  - i. Click on the magnifying glass in upper right of screen. Enter title, author or keyword(s)

- ii. in the **Search** field (note that this search returns results from ALL format types)
- iii. Browse by **Subjects** and/or **Collections**. Use the Limiters (Format Type, Availability, Audience, Date Added, etc.) along the left side of screen to refine your search results
4. When you find a title that you are interested in checking out, tap the book cover. Select **Borrow**.
5. At the Checkouts screen you will have the option to **Open Book** or **Keep Browsing** or **Go to Shelf**. The title will automatically download over wi-fi (not data).
6. To view all titles currently borrowed go to **Shelf → Loans** in order to see the titles you currently have checked out.

## Return and Delete eBooks

eBooks can be returned and deleted at any time prior to the end of the loan period. Select **Shelf** from within the Libby app (lower right on screen). press and hold your finger on the book cover. A message will pop up asking if you want to **Delete Return Share**. Select **Return**.

**For further assistance you can contact Information Services staff by telephone at 519-886-1310 ext. 124 or by email at [askus@wpl.ca](mailto:askus@wpl.ca)**