

Borrowing eBooks: The Overdrive 'Reading Room' service ~ for mobile devices ~

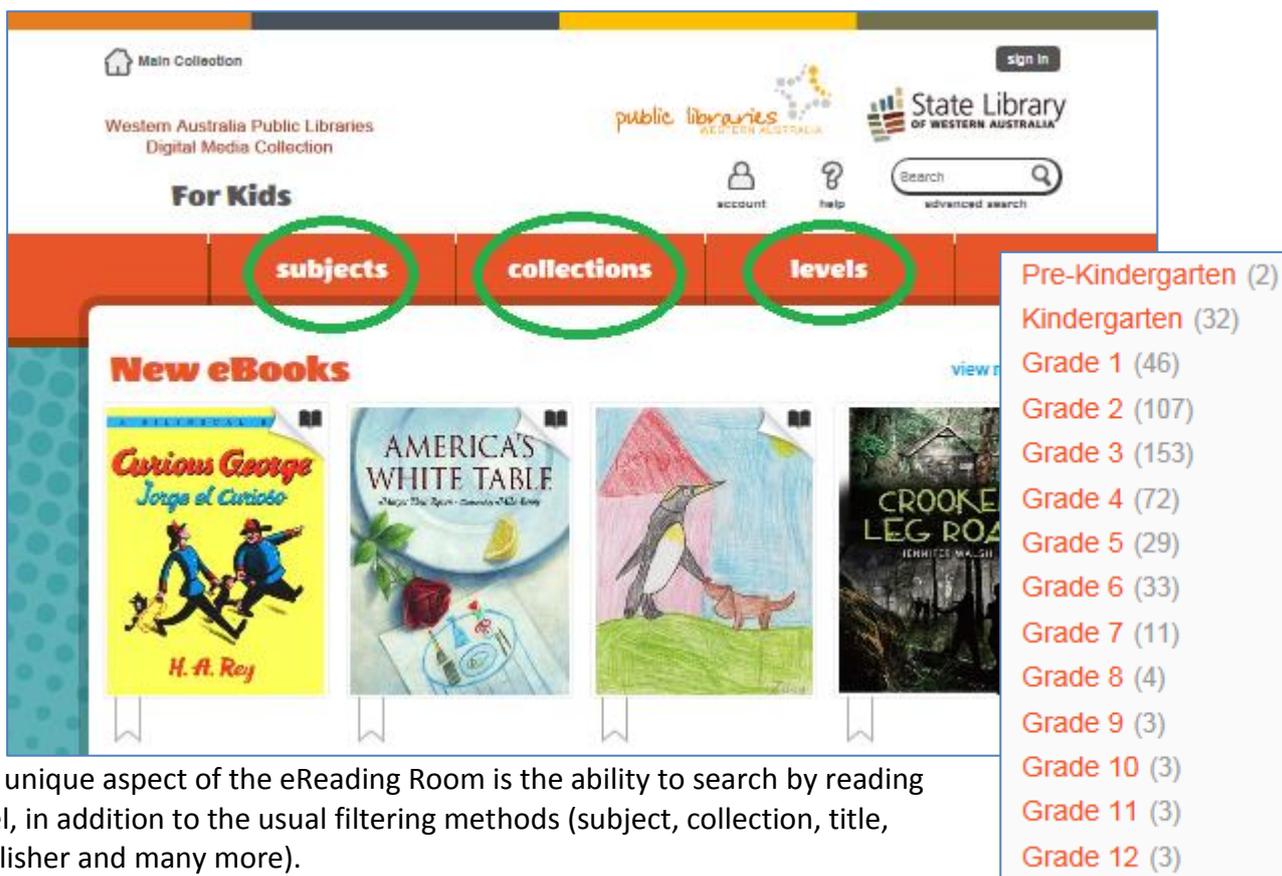


The Overdrive Ebook service provided by Public Libraries Western Australia has a new component for kids and teens: the **eReading Room**

This new section is simply an area within our Overdrive catalogue that compiles all the kids and teen titles into their own portal and gives users great new ways to find the titles you want.

Please read this first page of the guide for specifics of the **eReading Room** and then follow the steps that follow in the standard Overdrive user guide.

Using the **eReading Room** is identical to using the standard Overdrive service – but your search for titles is done in a different web interface: <http://tinyurl.com/eReadingRoomWAPLDMC>
There is a link to this interface that can be found on the regular Overdrive WAPLDMC page.



The unique aspect of the eReading Room is the ability to search by reading level, in addition to the usual filtering methods (subject, collection, title, publisher and many more).

Setting up a mobile device to borrow eBooks via Overdrive is a one-off multi-step process that can take a little time. However once this task is done, borrowing eBooks is simple and speedy.



What you will need

- Library card number and PIN
- An **Adobe ID**, plus Apple ID, or Google ID, or Windows Live ID.

This guide includes tips for going through the following steps:

- **Downloading and installing the Overdrive App (Overdrive Media Console)**
- **Connecting to your Library's Overdrive service via the app**
- **Selecting items**
- **Checkout & borrowing options**



Getting the Overdrive App (Overdrive Media Console)

To use a tablet device (or even a large smartphone) for your ebook borrowing, the first step is to download and install the free **Overdrive Media Console** app.

If this is the first time a library user has downloaded an app on their device, they need to find and visit their device's app store:



Apple: **the App Store**



Android: **Google Play Store**



Windows: **Windows Store**

Each of these operating systems may want the user to sign in before download/install of apps.

- Apple will ask for an Apple ID and password
- Android (Google) will likely ask for a Google account (a gmail address)
- Windows will likely want a Windows Live ID

Search for Overdrive (or Overdrive Media Console) and install the free app. After installation, Overdrive Media Console may want the user to 'authorise this device', which will make the process of downloading eBooks smoother. Authorising involves having an Adobe ID, for which the user will be prompted (they may need to visit the Adobe site to create one).

Connecting to your Library's Overdrive service via the app

The overdrive app itself is where your books can be read when successfully borrowed. It also links to your library service – once the user has found it in the Overdrive Libraries list and signed in using their library card number and PIN. The Overdrive app differs depending on the user's operating system: Apple, Android or Windows. The example pictures used here come from an Android tablet.

The first time the Overdrive app is used, it will prompt for authorisation with an **Adobe ID**. Users can create an Adobe ID by following the link provided by the prompt, or via Adobe's website (<https://www.adobe.com/au/account/sign-in.adobedotcom.html>).



Adobe will ask the user to:

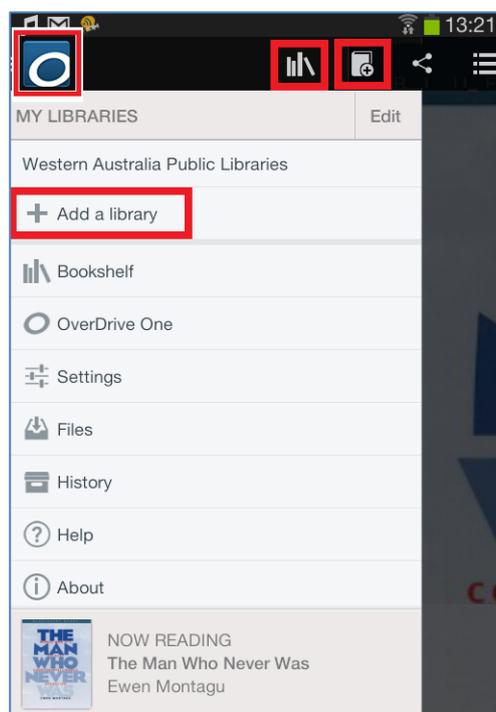
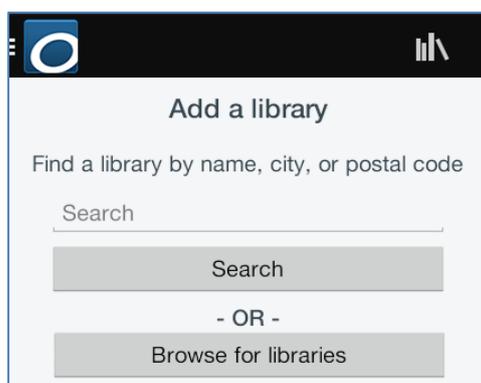
- Supply an email address
- Create a password
- Enter a name
- Tick the 'I agree to terms and conditions' box

Tap the 'Don't have an Adobe ID?' link to be taken a screen where the account can be created. Note down the information used to create the account, as the device may not automatically remember it. It can also be used to authorise other devices.

The screen shot to the right shows a section of the app, which we will call the Overdrive menu, as seen on an Android (Google) device.

Certain icons and functions have been highlighted in red; these will be used in finding Armadale Library (and returning to the Overdrive menu when needed)

- Tap 'Add a Library'
- Browse the list of libraries, or type CITY OF ARMADALE into the search box. It can also search by postcode.



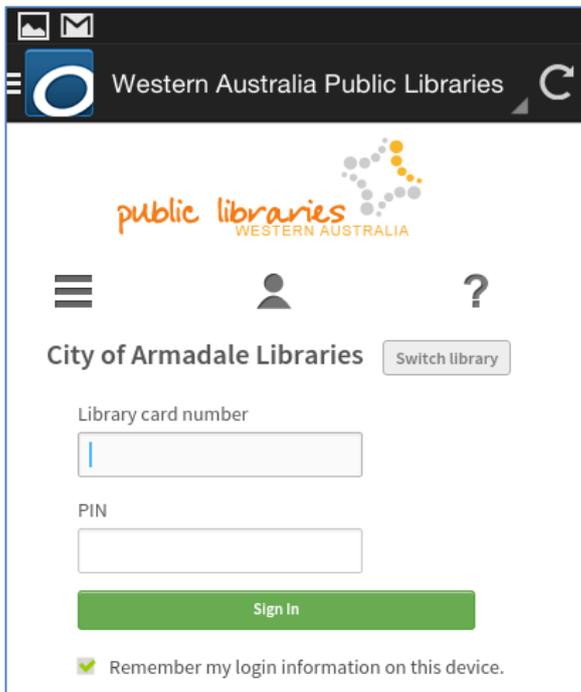


Armadale library is part of the WAPL consortium for Overdrive, so the user will want to 'tap a star to save a library' (as per image to left) and it will turn from grey to gold.

When the Library has been saved, **tap the text** to go to the webpage link shown next to the star. This will take users to the PLWA Digital Media Collection (we will call this the catalogue) where eBooks and Audiobooks can be selected!

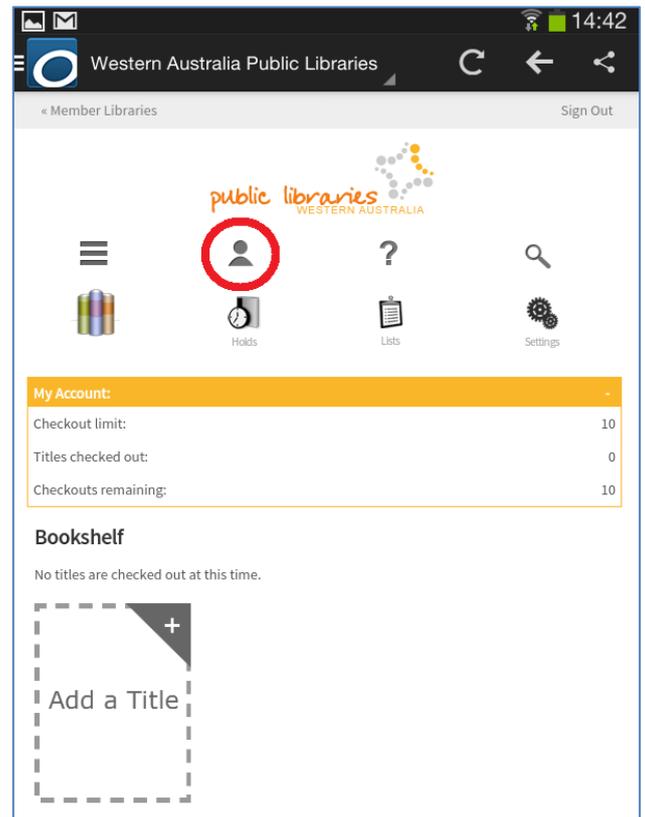
NOTE – to exit the WAPL catalogue and return to the Overdrive menu, tap the Overdrive icon  if it is not on the screen (the device may hide it), tap the centre of the screen to reveal the icon.

Once at the Digital Media Collection catalogue page <http://wapldmc.lib.overdrive.com/> users can explore the features, sign in using their library card number and PIN, and begin borrowing.



<< sign in

>> loan info



>> Users can check their loan information by tapping the head-and-shoulders icon.  This shows how many items are on loan and displays the items in the bookshelf display.

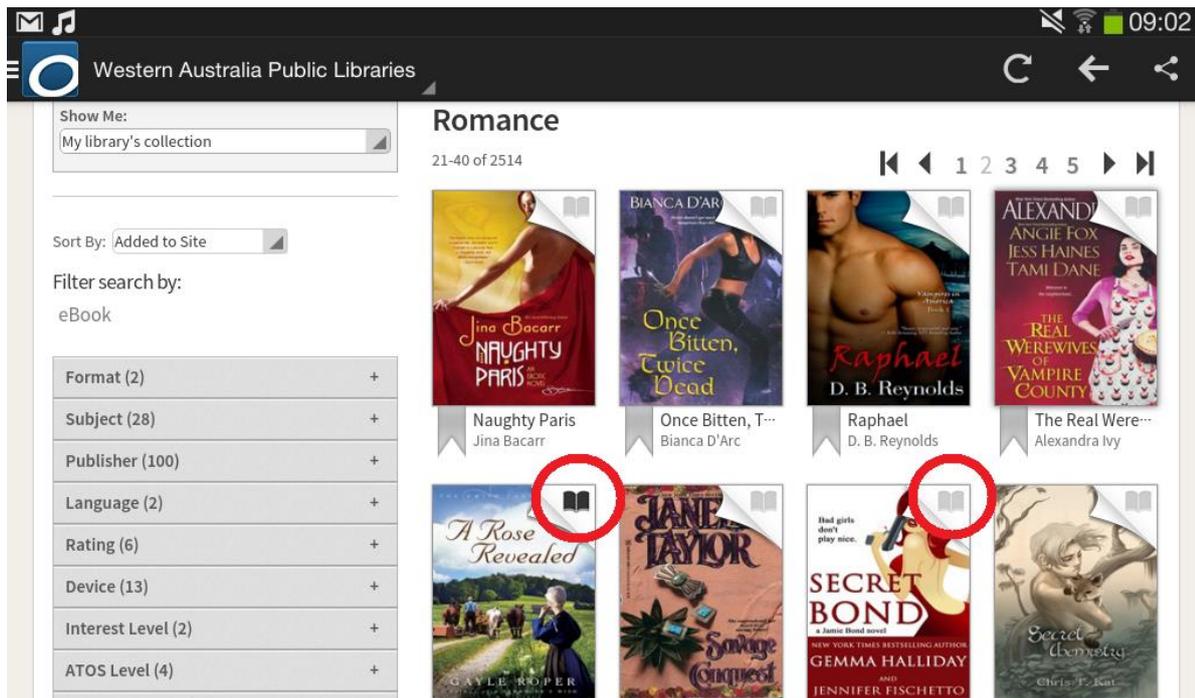


This **browse** icon displays the following options:

- eBook Fiction ▶
- eBook Nonfiction ▶
- Audiobook Fiction ▶
- Audiobook Nonfiction ▶
- Kids & Teens ▶
- Featured Collections ▶

Users should explore the Overdrive range with a variety of search options including browse, standard search (author, title, publisher etc) and advanced search.

Selecting Items



The red circles in the image above highlight a black book icon and a grey book icon. Black is available, grey is on loan:



Available for loan



Place a hold



← **NOTE:** to reach the kids & teens 'Reading Room', look for this icon located on the main collection page:

If you like a title, click on its picture, then BORROW (or HOLD), and the app will then go to your BOOKSHELF, where all your borrowed titles are displayed.

NOTE - Although the item has been *borrowed*, it has not yet been downloaded. Users have options to either **Download** (saves to the device for reading when unconnected to internet) or **Read In Browser** (internet needed at all times)

When selecting Download, if the user has not already authorised the device with an Adobe ID, a prompt will appear asking them to do so.



In-app switching between the catalogue (WA Public Libraries) and the Overdrive reading interface

The Overdrive app allows users to go between their reading interface and the 'catalogue' for easy downloading of new eBooks. It just takes a swipe from left-to-right to access Overdrive's menu while in the WAPL catalogue.

To go from the Overdrive menu back to the catalogue, tap the 'Western Australia Public Libraries' link in the menu >>>



Settings

Note: Please remember to 'Save' your changes before leaving this page.

Set your default lending options below

eBook:

7 days 14 days 21 days

Audiobook:

7 days 14 days 21 days

Save

Checkout & borrowing options

As seen on the previous page, users can choose to Read-in-Browser or download the title. Another borrowing option is **duration of loan**.

To adjust this the user should be in the catalogue area, then go into their Account by tapping this icon:



They should then tap the Settings icon:



<< This will display the loan duration options.

Holds

When placing a hold on an item, Overdrive will ask for an email address to contact the user on when the title becomes available. The user then has three days to borrow the title.

Returns

Users who wish to return an eBook before the expiration date should go to their Overdrive bookshelf (not their account in the catalogue) and tap-and-hold the cover of the book. Three options will appear (see image to the right) to Return, Delete or Share the title. Select the 'Return' option.

Expirations

At the end of a regular loan period, an expired title is no longer accessible but the file remains on the device. A prompt message will ask the user if they wish to delete the item from their device, so it doesn't get clogged with expired eBook files.

