





TO GET STARTED, YOU'LL FIRST NEED YOUR LIBRARY CARD.

MAKE SURE YOU ARE CONNECTED TO WIFL OR 3/4G BEFORE YOU BEGIN.

## **INSTALLING THE APP**

- To begin installation, open up the App Store and search for OverDrive. Its icon will look like this:
- With your Apple ID & password, install the app as you normally would, tapping Free & then Install App.
- Once installed, tap on Open.

## CREATING AN OVERDRIVE ACCOUNT

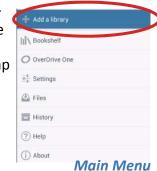
- An OverDrive account is necessary to use this app, as it will allow you to read and sync your eBooks. If you do not want to create an OverDrive account, please see our OverDrive Read instructions.
- After opening the app, you will see a screen asking you to sign up for an OverDrive account.
- Tap on Sign Up, and you will have two options: sign up using your Facebook account, or create a separate OverDrive account.
- If you want to create an OverDrive account, just enter your details: your name, and your email address (twice). Create a password that is at least 8 characters long.
- Tap on Sign Up, and you will be in the OverDrive app and ready to download books!

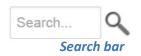


Sign up screen

#### FINDING BOOKS

- To begin the download process, you need to add a library to your app. To start, swipe your finger from left to right across the screen, or tap the menu icon in the top left corner of the app. This will open the main menu.
- Tap on +Add a library, and search for 11720. Tap on Middle Country Public Library, then tap on Live-brary.com Downloads. You will be brought to the Live-brary digital catalog.
- From here, you need to sign in with your library card number or username. To do this, tap on Sign In in the top right corner of the screen. Select Middle Country Public Library, click on the blue "Go" button, and then enter your library card number or username.
- Once signed in, you can start searching or browsing for books.
  - To search for an author or title, you can use the search bar in the top right corner.
  - To browse for books, you can look through the categories found in the catalog menu -- the blue bar across the screen.





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# **BORROWING & DOWNLOADING BOOKS**

• If a title is immediately available, the small book in the top right corner will be darkened.

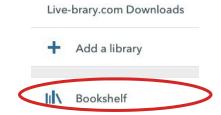




Unavailable

Available

- To borrow and download your book, tap the blue Borrow button, and you will be redirected to your Live-brary Bookshelf.\*
- From here, select Download, and select Adobe EPUB eBook, then tap Confirm & Download.
  - The book will download to the OverDrive Bookshelf.\* To open the book or check on its download progress, swipe from left to right again, and tap on Bookshelf on the main app menu. The book will be ready to read.



<sup>\*</sup>Please note that there are 2 different Bookshelves: your Live-brary Bookshelf, found in your Live-brary account, and where you borrow and download books; and your OverDrive Bookshelf, found within the OverDrive app, where you will be able to open up books for reading.

# RENEWING & RETURNING A BOOK

- The borrowing period for your title will automatically be set for 14 days, after which the title will expire and return itself. You may have up to 5 titles checked out at one time.
- 3 days prior to a title's expiration date you will have the option to renew. To renew, sign into your Live-brary account. In your bookshelf, find the title and choose Renew. Expires: No. 16, 2013
  3:47PM Renew
  - After you've chosen Renew, you will be asked to enter your email address twice. Do this, then click Renew.
     The title will be added to your Holds shelf. You will receive an email notification when the title is ready to be renewed and downloaded for a second time. You will have 72 hours to download the title. Please note that the title will not officially renew until your first checkout expires.
  - If you would like your title to renew automatically, tap on the box above the Renew button.
- You may also choose to return a title early. To do this, head to your **OverDrive Bookshelf**, and press down on the book cover for that title. A blue menu will pop up, giving you three options: Delete, Return, and Share.
  - Tap on Return, then on the next menu tap Return again. The book will return and delete itself from your bookshelf.



**HAVE QUESTIONS?** Schedule a Book a Librarian appointment! Head to our website and click on About MCPL. Under Patron Tools, click on Book a Librarian. Fill out the form and we will contact you to schedule an appointment.