

About Your Digital Library

- Your Digital Library is part of your public library and is hosted by OverDrive.
- Your library has selected a collection of popular titles.
- Download audiobooks are available anytime, anywhere.
- In addition to many user-friendly features such as media markers and bookmarks, accessibility features are included to enhance the experience for visually impaired or blind patrons.

What You Need

- A personal computer.
- A valid library card.
- Free digital media software available from your digital library website (OverDrive Media Console).
- Access to the Internet.

Note: Download audiobooks can be enjoyed at home, work, or when you travel, but are generally not for use on computers in the library.

Easy to Use

Downloading audiobooks from your library is easy! Just follow these three steps:

Step 1: Install Free Software

1. Find the icon on your library's digital website and click to install OverDrive Media Console and Windows Media Player.

Note: Windows Operating System 98 SE or later is required.

2. The first time you open OverDrive Media Console or download an audiobook, you will be prompted to complete a one-time security upgrade for Windows Media Player. This enables playback of copy-protected Windows Media files.

Step 2: Browse & Check Out Titles

1. Browse and search your digital library.
2. Add selections to your Cart.

Note: If a download audiobook is not available, you may place a hold. You will receive an email when the title is available for checkout.

3. Click on the 'Proceed to Checkout' link and enter your library card number.

Step 3: Download to your Desktop or Laptop PC

1. Click on the 'Download' button under each title to launch OverDrive Media Console.
2. Select parts to download, then click 'OK'. The download will begin.

Once downloaded to a PC, audiobooks can be enjoyed on your computer or transferred to a Pocket PC, PDA, Smartphone, or supported MP3 player. Many titles can be burned to CD. See *How to Transfer to a Portable Device and How to Burn to CD* on the next page.

Note: The iPod is not compatible with OverDrive Audiobooks.

How to Transfer to a Portable Device

After downloading from your library, most titles can be transferred to a portable device.

1. Open OverDrive Media Console.
2. Select the title you wish to transfer.
3. Click 'Transfer'.
4. The Transfer Wizard will open:
 - Connect your portable device to your computer. Click 'Next'.
 - When the device is detected, the 'Confirm' screen will appear.
 - Select the 'Parts' you wish to transfer and click 'Next'.
 - OverDrive Media Console will test for storage space. You will have the option to delete titles if the device is full.
 - After the transfer is complete, you may disconnect your device.
 - 5. Click 'Finish' to close the Wizard.

How to Burn to CD

Note: Instructions for Windows Media Player version 11. Please see the 'Help' page on your digital library website for other versions.

1. Open OverDrive Media Console.
2. Select the title you wish to burn to CD.
3. Click on the 'Burn' button. Windows Media Player will open.
4. In Windows Media Player, select the 'Burn' tab.
5. Select the 'Now Playing' list under the 'Playlists'.
6. Select the part you wish to burn and drag it to the 'Burn List'.
7. Place a blank CD in your CD-ROM drive.
8. Click 'Start Burn'.
9. When the burning process is complete, the status field indicates 'Complete'.
10. Eject the disc.

Automatic Expiration

At the end of the lending period, your download audiobook will automatically expire and be checked back into the digital library. There are no late fees!

The file will still be visible on your computer, but is unable to be opened. You may check out the title again, download a new license, and listen to the previously downloaded parts. Once you are finished with the audiobook, delete it from OverDrive Media Console.

OverDrive

Leading digital media services

