

# eBooks at the Library

## Kindle

One of the newest developments in reading is the electronic book, or eBook. An eBook is a digital copy of a book that can be read on a Kindle and other digital devices. While the Kindle does not always provide the same reading experience as a true book, it can be very convenient. A Kindle can hold hundreds of eBooks in less space than a single hardback book. A wide variety of eBooks are readily available from Amazon ([www.amazon.com](http://www.amazon.com)). Many libraries are also making eBooks available to their Kindle patrons through their online catalogs. Patrons can search for available titles, check them out with their library card, and then download them to their Kindle.

### Digital Catalog

If you have used the Library's online catalog to find regular books, you should feel comfortable using the digital media catalog. They both work much the same.

Begin by going to the Washington County Public Library web site ([www.wcplib.lib.oh.us](http://www.wcplib.lib.oh.us)) and then click the **Digital Catalog/Download Center** button near the top of the page. If you do not have a Kindle Touch or a Kindle Fire, you will probably want to do this on your computer.



Across the top of the page are tabs for the different areas of the catalog.

- **iDownloads** – this is the browsing area of the catalog.
- **Search** – this tab provides advanced search tools to help you find your items.
- **My Digital Cart** – this tab shows the items you have selected but have not yet downloaded.
- **My Digital Account** – gives you tools to manage your account.

On the left side are the **Quick Search** box and **Category** selections.

**Featured eBooks** are displayed on the right side of the window.

## Locating a Kindle eBook

There are several ways to look for Kindle eBooks. Use whichever method works best for you.

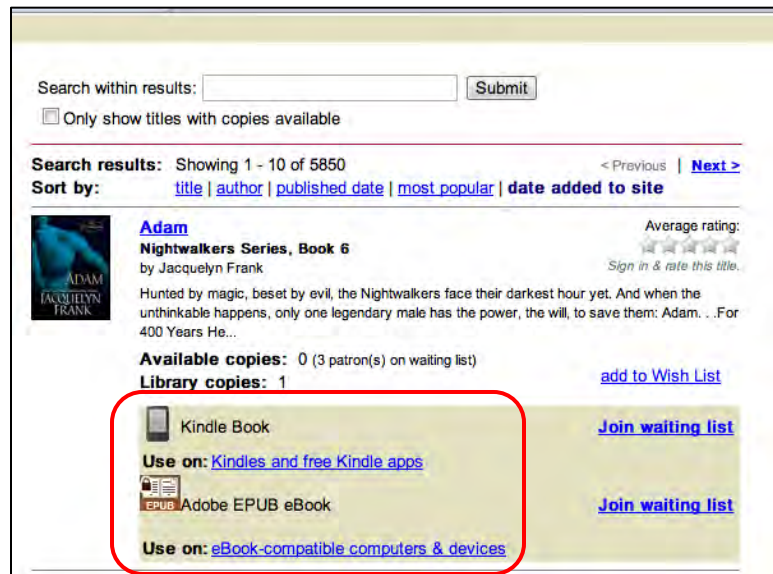
### Jump Directly to the Kindle Section

Left click the **Kindle** pictured on the left side of the web page to go directly to the Kindle section of the catalog. Browse the listing with your scroll wheel and the **Previous** and **Next** at the top or bottom of the page.

The screenshot displays the 'Kindle Book' section of a library website. On the left sidebar, there are promotional banners for 'download digital media GUIDED TOUR', 'Supported portable audio devices', 'Supported portable eBook devices', 'My Help! BETA', and 'Now Available' featuring a Kindle device. Below these are search and category filters. The main content area shows search results for 5850 items, with the first three results highlighted in yellow. Each result includes the title, author, average rating, and options to 'add to Wish List' or 'Join waiting list'. A red box highlights the '< Previous | Next >' navigation links at the top of the search results. An arrow labeled 'Kindle Picture' points to the Kindle device image in the 'Now Available' banner.

## Browse by Category

1. Left click **eBook Fiction** or **eBook Nonfiction** on the left side of the window.
2. Select a genre or subject from the menu.
3. Browse through the list of eBooks using your mouse's scroll wheel and the **Next** and **Previous** buttons on the page.



When browsing by category, you need to check the format of the eBook to be sure it is a **Kindle Book**. You cannot use any other format on the Kindle.

## Use Quick Search

1. Type the title, title keyword(s) or author's name into the search box.
2. Select **Title** or **Author** underneath the search box.
3. Select **Only show titles with available copies** if you want to be able to immediately download an eBook.
4. Left click the green **GO** button.
5. Look for eBooks in the **Kindle Book** format.



## Use the Advanced Search

1. Select the **Search** tab or left click **Advanced search** under the Quick Search box.
2. Fill in the desired search fields. You do not have to fill in all of them.
3. Select **Kindle Book** for the format.
4. Select **Only show titles with copies available** if you want to be able to immediately download an eBook.
5. Left click the **Search** button at the bottom of the form.

The screenshot shows the advanced search interface. The 'Format' dropdown menu is highlighted with a red box and set to 'Kindle Book'. Below it, the 'Only show titles with copies available' checkbox is also highlighted with a red box and is checked. Other search criteria like Title, Author, Keyword, ISBN, Language, Publisher, Subject, Awards, Date added to site, Results per page, and Order by are visible but not highlighted.

## Search Results

Ebooks have been very popular and it can often be difficult finding a title that is checked in. Unless you select **Only show titles with available copies**, you will find that most of the eBooks displayed in your search results are checked out, as indicated by the **Join waiting list** link. If you want one of these eBooks you will have to add your name to the waiting list and wait for them to become available.

The screenshot displays search results for 'Mystery & Thriller'. The page shows a list of books with their covers, titles, authors, and average ratings. Annotations with arrows point to specific elements:
 

- An arrow points to the 'add to Digital Cart' link for 'Hocus Croakus', labeled 'Item Available For Immediate Download'.
- An arrow points to the 'Join waiting list' link for 'Holly Blues', labeled 'Checked Out Item'.
- An arrow points to the 'EPUB' format icon for 'Holy Terrors', labeled 'Format'.

The eBooks that have an **add to Digital cart** link are available for immediate checkout.

To view detailed information on an eBook, left click its title.

The screenshot shows a digital title details page for 'Hocus Croakus' by Mary Daheim. The page is titled 'Digital Title Details' and features a navigation menu on the left with categories like 'Audiobook Fiction', 'Audiobook Nonfiction', and 'eBook Fiction'. The main content area includes a book cover, publisher information (HarperCollins), and a description of the book. The description states: 'With major renovations going on at Seattle's favourite B&B, Mary Daheim moves Judith, Renie and the rest of the unforgettable clan to temporary lodgings at a casino resort. But when a magic show results in murder, Judith and Joe are on the job. Mystery maven Mary Daheim serves up murder and mayhem in this tale of a vacation gone awry at the Stillasnowamish Resort Casino. After being forced out of the B&B by post-fire renovations, Judith and Renie pack up the family and settle in for the duration. As if bickering from the two mothers wasn't enough hassle, the group discovers Salome, the resort magician's beautiful assistant they'd seen perform only hours earlier, dead from multiple stab wounds. While Judith can't help but snoop around, her husband Joe is officially recruited to investigate by the casino manager. The chase is on as suspect after suspect emerges leaving Judith and Joe to answer the crucial, yet baffling question...who's the real casino killer?' The page also includes a 'Format Information' section with details like 'Adobe EPUB eBook', 'Available copies: 1', and 'File size: 427 KB'. There are also links for 'add to Digital Cart' and 'add to Wish List'.

## Checking Out an eBook

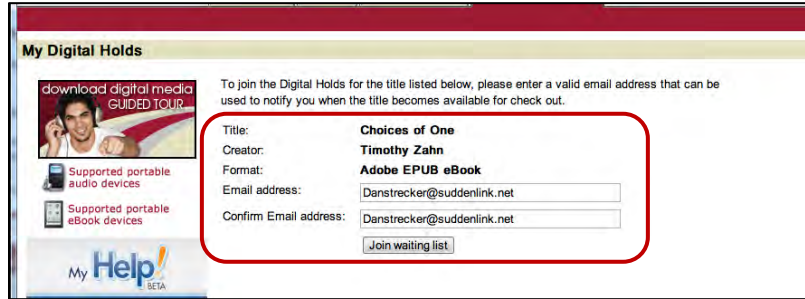
### Joining a Waiting List

1. Check the eBook's **format** to be sure it is a Kindle Book.
2. Left click **Join waiting list**. You will then be directed to the login page (If you are already logged in, go to step 6.)

The screenshot shows the login page for the SEO Library Consortium. The page has a header with the consortium's name and navigation links like 'Downloads', 'Search', 'My Digital Cart', and 'My Digital Account'. The main content area is titled 'Login' and contains two sections. The first section is for the SEO Library Consortium and includes a red-bordered box with the following text: 'If your library is a member of the SEO Library Consortium, please sign in here: Library Card Number: [input field] PIN: [input field] [Sign In]'. The second section is for The Ohio eBook Project Consortium and includes a dropdown menu for selecting a library: 'Library: [select library]'. There is also a 'Quick Search' section at the bottom left.

3. Enter your entire library card number. Do not include the spaces.
4. Enter your **PIN**, which is the last four digits of the phone number you used to get your library card.

5. Left click the **Sign In** button.
6. On the next screen check the information to be sure it is all correct.

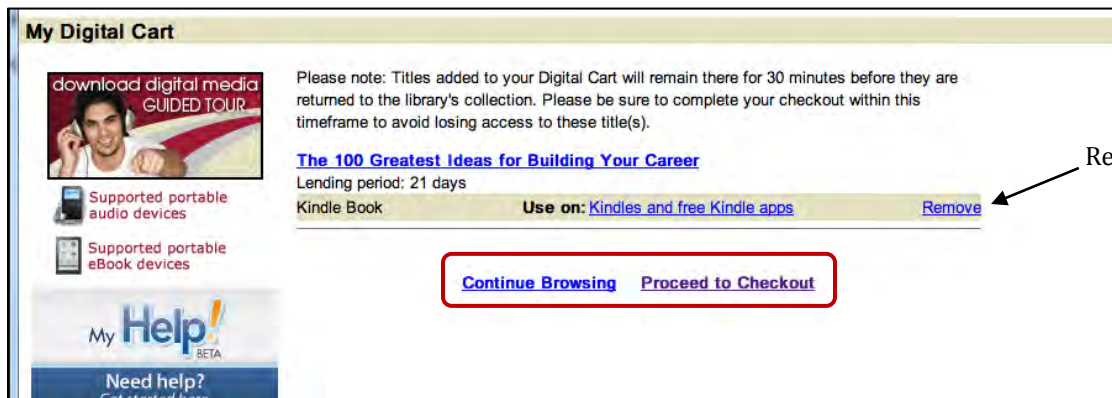


7. Left click the **Join waiting list** button.
8. On the next screen, left click **Click here to continue browsing**.

When the eBook becomes available, you will receive an email notification. The eBook will be held for you for two days.

### Adding an eBook to you Digital Cart

1. Check the eBook's **format** to be sure it is a Kindle Book.
2. Left click **add to Digital Cart**. Just as when you join the waiting list, you will be directed to the login page, unless you are already logged in.
3. Login to your account.



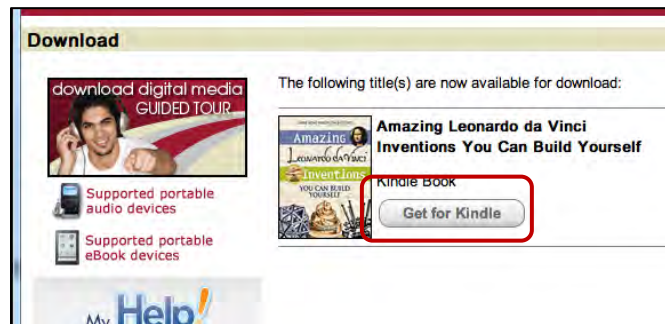
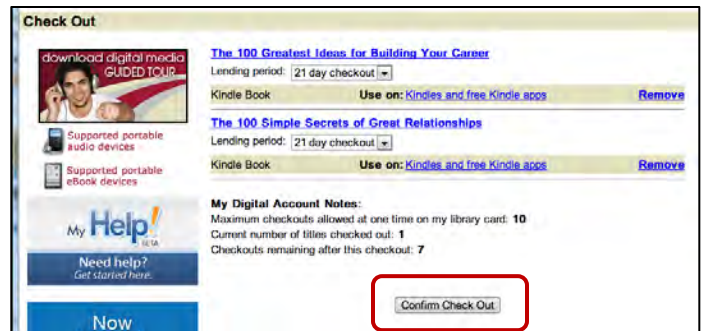
4. Your Digital Cart will open showing the eBook(s) you have selected for checkout. You can remove an eBook from your cart by left clicking **remove**.
5. Left click **Continue Browsing** if you want to look for more eBooks.
6. Left click **Proceed to Checkout** if you are finished looking and want to download the eBook(s) in your cart.

When you are finished selecting your eBooks, you can download the ones in your digital cart. You can have 12 items in you cart at one time, but you can only have 10 items checked out at a time. Items remain in your Digital Cart for 30 minutes, at which time they are automatically removed.

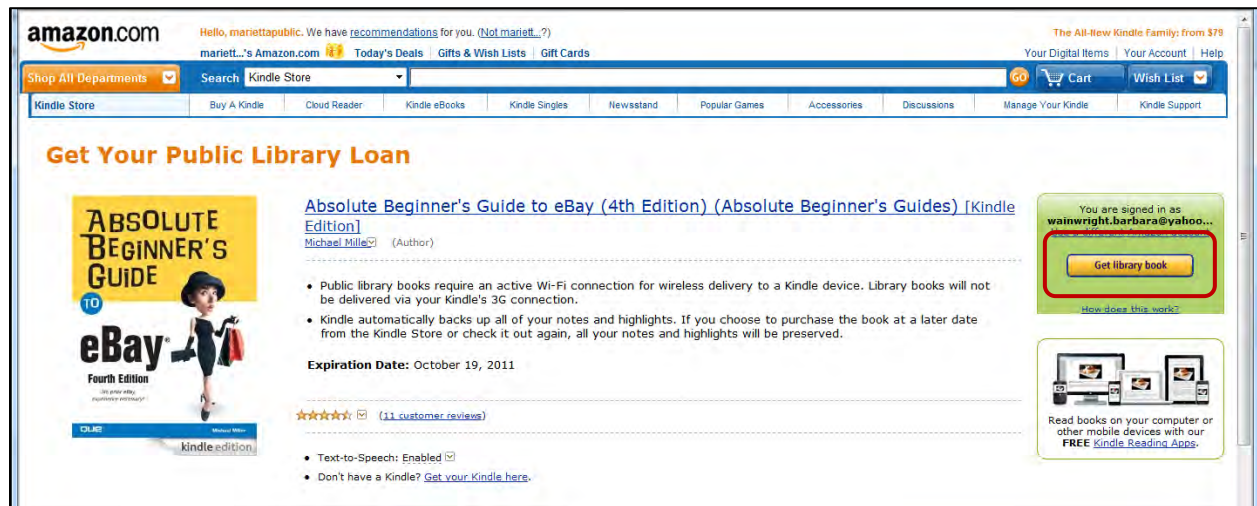
## Downloading Your Kindle eBook

You can download your ebooks to your Kindle using Wi-Fi. You cannot download them over 3G.

1. Select the **My Digital Account** tab (go to step 4 if you used the **Proceed to Checkout** button).
2. **Log In** if you need to.
3. Left click **My Digital Cart**.
4. Review your selections. Be sure they are all Kindle eBooks.
5. Click the **Confirm check out** button.
6. On the next screen, click the **Get for Kindle** button.

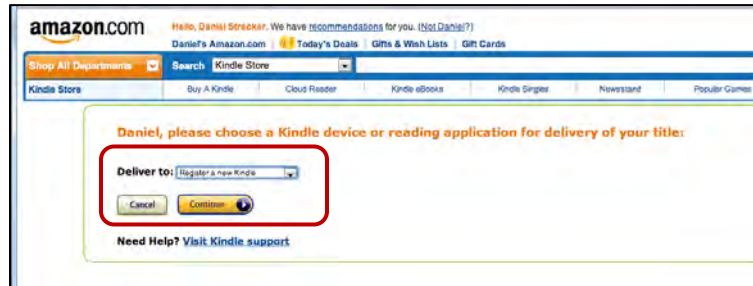


7. At this point you will be directed to Amazon's web site.



8. Click the **Get library book** button on the right side of the page to move it to your Kindle account.
9. If asked, log into your Amazon account.
10. Select the device you want to have the eBook delivered to (it should default to your Kindle).

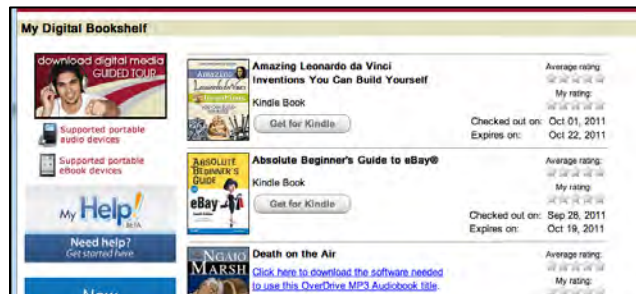
- Click the **Continue** button.
- Sync** your Kindle with your Amazon account to retrieve the eBook.



If you do not have Wi-Fi available, you can still download library eBooks to your Kindle. For instructions go to the Kindle support page at Amazon and read the section on **transferring, downloading, and sending files to Kindle**.

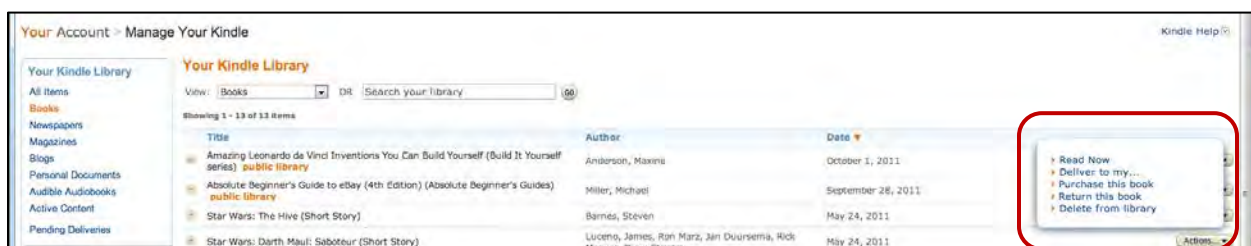
## Managing Your eBooks

You can manage your library eBooks through the **Manage your Kindle** page at Amazon or **My Digital Account** at the SEO Digital Catalog web site. From either place you can see what you have checked out, check the due dates and, if you need to, download titles once more.



You can return Kindle eBooks early through the **Manage your Kindle** page at Amazon.

- Log into your Amazon account.
- Select **Manage your Kindle** (found in the Digital Contents section).
- Left click the **Actions** button at the right of a title.
- Select **Return this book** from the menu (second item from the bottom).



## Reading EPUB Books on the Kindle Fire

The Kindle Fire is capable of not only reading Kindle eBooks but also eBooks in the EPUB format (another popular format for eBooks found in the library collection). In order to checkout and read EPUB eBooks you must first install the Overdrive Media Console app.

### Installing the Overdrive Media Console App

1. Turn on your Kindle Fire.
2. Tap the small gear in the upper right corner of the screen (the settings button).
3. Tap **More** on the far right of the settings menu that appears near the top of the screen.
4. Scroll down to **Device** – tap **Device**.
5. Tap **On** located to the right of **Allow Installation of Applications from Unknown Sources**.
6. Return to the **Home** page.
7. Start the web browser by tapping **Web** at the top right of the screen.
8. Navigate to the Overdrive Media Console page at:  
**[www.overdrive.com/software/omc/AndroidEULA.aspx](http://www.overdrive.com/software/omc/AndroidEULA.aspx)**
9. Read the **User Agreement** and then scroll to the bottom of the screen and tap **I Agree**.
10. The **Media Console** application should then download to your Kindle.
11. Tap the menu button at the bottom of the screen.
12. Tap Downloads in the menu.
13. Locate and tap the Overdrive Media Console App in the list of downloads.
14. Install the Overdrive Media Console App.

You are now ready to checkout EPUB eBooks from the library using the Media Console app. See the handout **eBooks at the Library: Digital Tablets, Smartphones, iPod Touches** for instructions on how to use the Overdrive Media Console.