

OverDrive

for Kindle eReader Devices

Getting to Live-brary.com

In your Internet Browser, type: **www.livebrary.overdrive.com** in the URL box. In the top-right hand corner, click on **Sign In** to access your Overdrive account. You will be prompted to select your library and type in your library card number and password.



Sign in

For more information about Overdrive, visit: www.app.overdrive.com

CREATE A PASSWORD FOR OVERDRIVE

Use the Library Card option (Recommended)

*Beginning November 2016, you must have a password to access Overdrive. Your password must be the same password you use when you access your **Library Account**. If you already know your Library Account password, you may sign into Overdrive with your library card number and password, and begin searching for titles.*

If you know that you have created a Library Account password in the past and do not remember it, you can reset it by going to www.cplib.org. Click on *My Library Account* and follow the on-screen instructions to reset your password.

Please note that for this option, you must have an email address on file in your library record.

If you do not have an email address in your library record and need to create or reset your Library Account password, you can either:

1. Come to the library and add an email address and password to your library record **OR**
2. Call the Circulation Desk and ask to have your email address entered into your library record. Once the email address is added, you may go to www.cplib.org, click on *My Library Account*, and create or reset your Library Account password.

ACCESSING OVERDRIVE

Once you get onto the Live-brary website and have your password, click **Sign In**. It will prompt you to choose your library (Comsewogue Public Library) and will also require you to input your library card number and password.

For your security, you now need to enter your library account password to log in.

SELECT YOUR LIBRARY FROM THE LIST BELOW:

Comsewogue Public Library

BARCODE OR USERNAME

PASSWORD

REMEMBER MY BARCODE OR USERNAME ON THIS DEVICE.

SIGN IN Cancel

1. Select **Comsewogue Public Library**
2. Enter your **library card number** for the barcode or username
3. Enter your **password** (This is the same password/pin that you use when you are accessing your Library Account)
4. Click **Sign In**

Once you enter your library card number and your password, you can access your Overdrive account!

FINDING BOOKS

You can search for specific titles or you can search by subject. If you wish to search for a specific title, click on the **search bar** in the upper right-hand corner.



My account ▾

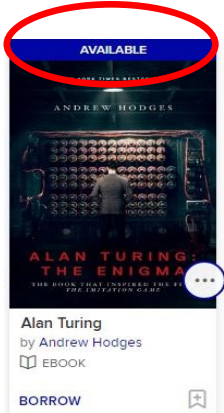
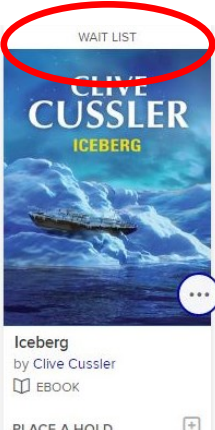
Search for titles here

If you want to search for titles by subject, click on **Subjects** in the left-hand corner. Once you click on that, click on **eBook** to limit your search to books only.

TURN



BORROWING & DOWNLOADING BOOKS



If a title is available to download, it will say **Available**. If it is available, click on **Borrow**. The title will automatically go to your account under the **Loans** tab.

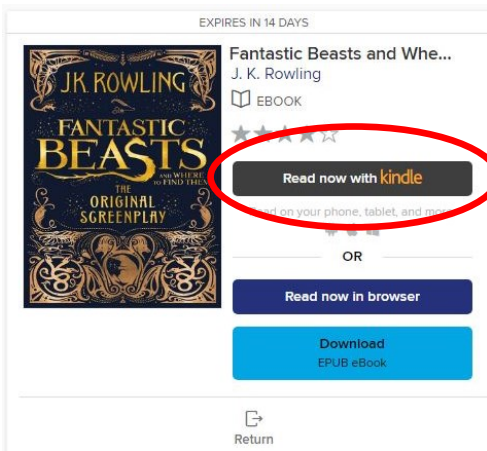
If a title is unavailable, it will say **Wait List**. It will give you the option to put a hold on it so that you will be notified when it becomes available for you to read. To do that, click on **Place a Hold**.

Example of title that is unavailable

Example of title that is available

SELECTING A DOWNLOADING PREFERENCE

After you click on **Loans** and see the title you want to start reading, select **Read now with Kindle**. You will then have the option to set your Kindle reading preference. If you decide to set your Kindle preference, you will only be given the Kindle book option to borrow eBooks. You do not have to set this preference immediately. At a later time, if you choose to activate this option, you can go to your Settings and do so. Once you have configured your settings, click **Read now with Kindle**.



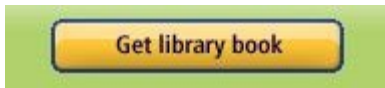
Kindle reading preference

Would you like to set your reading preference to Kindle? You'll only see the Kindle Book option for borrowed eBooks. You can adjust this preference on your Settings page at any time.

NO THANKS

SET KINDLE PREFERENCE

Whether you decide to set the Kindle preference or not, you will be redirected to the Amazon website. Once you are on the website, click on **Get Library Book** and you will be prompted to sign into your Amazon account. When you are signed in, select your Kindle device and click **Continue**. The title will then be delivered to your device.



Your device name will be here

RENEWING & RETURNING BOOKS

The borrowing period for items on Overdrive is automatically set for **14** days, after which the title will expire and return itself. You can change the borrowing period to **7** or **21** days by going into your **Account** then clicking on **Settings**. From there, you can select your borrowing preference.

Lending periods
Set your default lending period for each format.

eBook:

7 days

14 days

21 days



You may borrow up to **7** titles at one time. Three days prior to a title's expiration date, you will have the option to renew. In your **Loans**, find the title that you want to renew and click **Renew**. This will renew the title automatically.

If the title is unavailable to be renewed immediately, you will be prompted to enter your email address. Once you do this, click **Renew**. The title will be added to your **Holds Shelf** and you will receive an email notification when the title is ready to be renewed. **Please note that the title will not officially renew until your first checkout expires.**

If you would like to return a title early on Live-brary.com, go to the **Bookshelf**, click a title to display its return options. Select **Return to Library** and the title will be returned and deleted from your device.

If you would like to return a title early on Amazon, go to your **Account**, then **Manage Content and Devices**. In your **Content** tab, find the title you would like to return, click on the **Action** buttons, and choose **Return this Book**. Your title will then be returned.

Transfer Books to Kindle Books via USB

1. Turn on the Kindle device and access your **books** or **bookshelf** page.
2. Plug the device into the computer using your USB cable. Once the computer recognizes the device, a window will open. Click "Open Folder to View Files" and make note of which drive your Kindle device is connected to- e.g. *E* or *F*
3. Using your computer, go through the process of checking out your eBook with Overdrive.
4. Once you click "**Get for Kindle**," Amazon will open and ask you to sign in using your Amazon account information.
5. Click "**Get Library Book**" and sign into your Amazon account. Make sure you are delivering the eBook to the correct Kindle if you have more than one Kindle device.
6. You will be prompted to open or save the file to a folder. Click "**Save As**" and save the file to a folder on your computer.
7. Click the "**Save**" button and the Amazon page will be displayed again. From there, click on "**Open Folder**."
8. A new window will appear. Look for the saved eBook, then drag this eBook to your Kindle device.
9. Access the **books** or **bookshelf** page on your Kindle and the eBook will appear!

Enjoy your book!

Please contact the Adult Services desk if you need further assistance in transferring books to your Kindle device.

Have questions? Feel free to schedule a Book a Librarian appointment. Head to www.cplib.org and click on the Adults link on the homepage. Then, click on the grey box that says "Book a Librarian" where you will be able to fill out a form. You may also call the Adult Services desk at (631) 928-1212 to schedule an appointment.