

Downloading and Transferring eBooks to eReaders

(Black and white Nooks and similar devices—NOT Kindle)

Note: Many brands of eReaders, the most common being the Nook, require you to download, install, and register a program called Adobe Digital Editions, in order to successfully transfer library eBooks. If you have a Kindle or a Tablet (iPad, Galaxy Tab, Nook Color/Tablet, etc.), the following does not apply to you.

Software & Device Setup

1. Download & Install Adobe Digital Editions
(<http://www.adobe.com/solutions/ebook/digital-editions.html>).
2. Open the program and click “help” from the menu in the top left of the screen. From the help menu click “Authorize Computer...”.
3. Click the link to create an Adobe ID then sign in, to authorize your computer.
4. Plug your eReader into your computer and wait for Adobe Digital Editions to recognize it (an icon with the name of your device should appear on the left side of the program home screen, under the list of bookshelves—this might take a minute the first time. Make sure to look at the screen of your device; some require you to select “manage library” or something similar. If your device is still not appearing in Adobe Digital Editions after a few minutes, unplug the device and plug it back in.

Checking Out eBooks

1. Go to the Overdrive website (<http://stls.lib.overdrive.com>).

2. Select an eBook for checkout and click “Borrow” (if the item is checked out you can click “Place a Hold”; you will get an email when the hold is available).
3. Log into your account typing in your library card number (13 digit number on the back of your card) and PIN (last four digits of your phone number).
4. If not immediately given an option to “select a format” click “go to loans” and from there click “select a format” next to the book. Be sure to select EPUB if available (if not, PDF is acceptable). **Do not choose the Kindle format.**
5. A download box will pop up; click “Open with Adobe Digital Editions”.
6. The eBook should now be accessible in Adobe Digital Editions, on your computer.

Transferring eBooks to eReaders

1. Make sure your eReader is plugged into your computer with Adobe Digital Editions open.
2. If you are not currently in “Library View” (the other view is “Reading View” which will show your eBook text), click the link in the top left corner that says “library”. In older versions of Adobe Digital Editions, the button will look like three books on a shelf.
3. You should now be able to see an icon for your eBook on the right side of the screen; on the left side menu, you should see an icon for your eReader, listed under “devices”.
4. Drag and drop your eBook onto your device by left-clicking on your eBook and (while still holding the mouse button down) drag it to the icon of your eReader; let go when you see a green plus sign (this will add the eBook to your eReader).

5. Detach your device from your computer (the eBook should now be on the device—if you do not see it, make sure to check any folders labeled “documents” or “files”).
6. If you want to return a borrowed eBook before it is set to expire, in Adobe Digital Editions, click on the book with your right mouse button and select “return borrowed item” from the drop menu.