

Requirements:

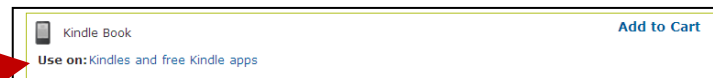
- Computer running Windows or Mac OS X
- Internet connection
- Amazon.com account
- Kindle eReader or App
- DPLS library card and PIN
- Connecting USB cable

WiFi and USB Transfers

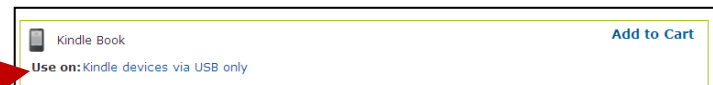
Even if your Kindle device has wireless capabilities, not all Kindle Books are available to transfer wirelessly to your device. This is outside of the library's control and is set by the publishers.

You can tell before checking a book out if it is available for wireless transfer or not.

Kindle Books that are available for wireless transfer read "Use on: Kindles and free Kindle apps"

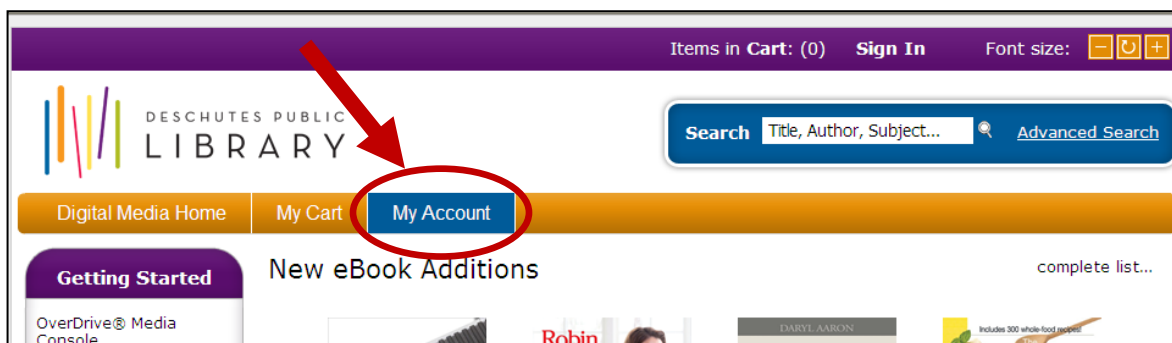


Kindle Books that require a USB transfer Display read "Use on: Kindle devices via USB only"

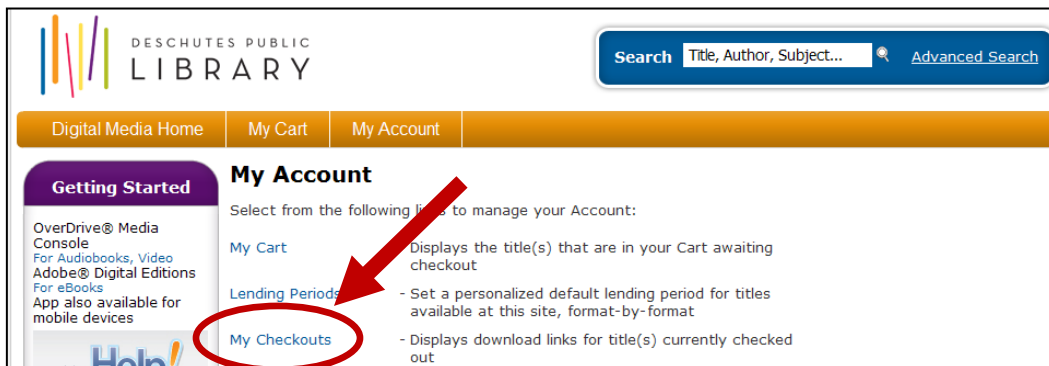


Downloading a Kindle Book to your Amazon account (both WiFi and USB transfers)

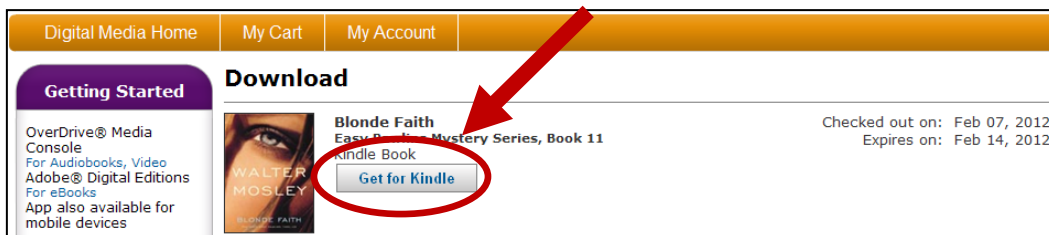
1. Go to the Digital Downloads page on the library website at www.deschuteslibrary.org. Hover your mouse over **Explore**, then click on **Digital Downloads**.
2. Log into your account on the Digital Downloads page by clicking on **My Account** in the orange links bar at the top of the page. Enter your library card # and PIN.



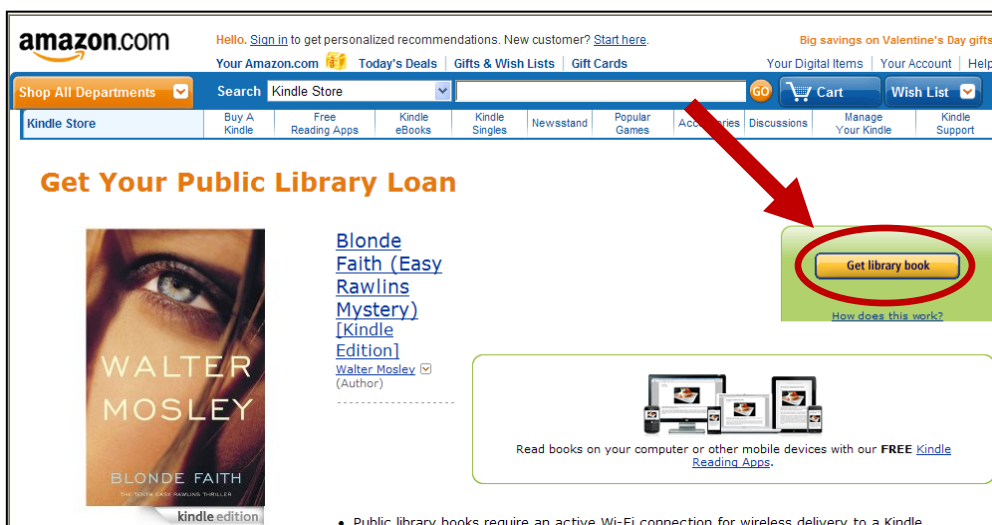
3. Click on My Checkouts. (If you haven't already checked out a title to your card, refer to the Know Digital Books handout.)



4. Click the **Get for Kindle** button.



5. A new window will open to the Amazon.com website. Click on the **Get Library Book** button on the far right-hand side of the screen

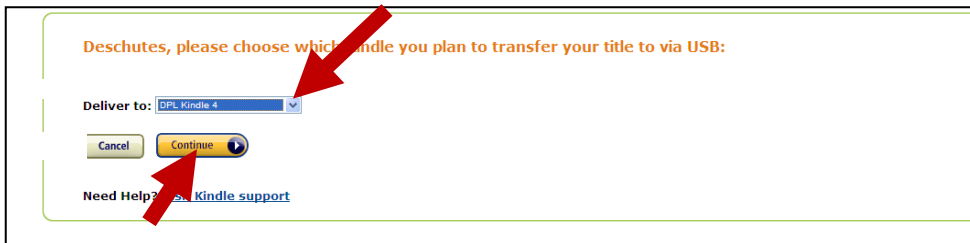


NOTE: If you click on either the image of the book cover or the title link in blue font on the left-hand side of the page, you will actually buy the book from Amazon.

- You will be prompted to sign into your Amazon account, unless you're already logged in.



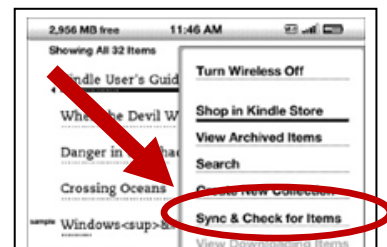
- From the dropdown menu, choose the device to which you'd like to transfer the Kindle Book and click **Continue**. (If you only have one Kindle device this step will be skipped.)



Transferring a Kindle Book via WiFi:

- Your eBook will be automatically delivered to the selected device or app.

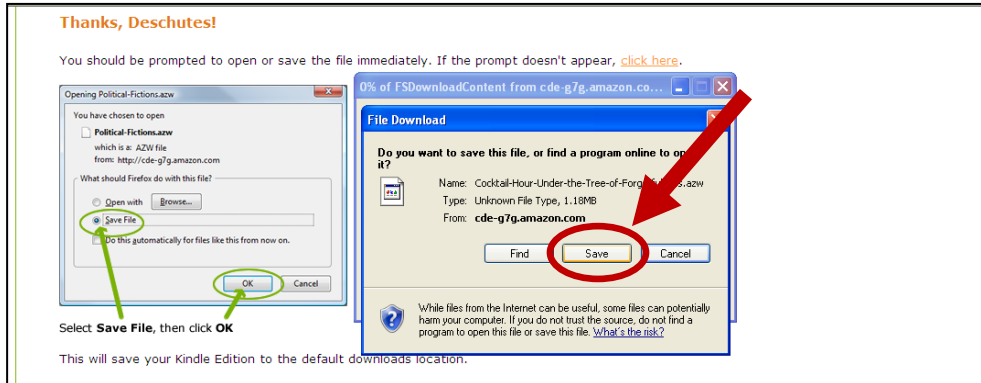
- You will need to refresh your Kindle for the new item to appear. This will happen if you turn your Kindle on. If it's already on, open **Menu or Tools** and click on **Sync and Check for Items**.



NOTE: You might have to wait until you're in a WiFi accessible area before the title shows up on your device. If you are, make sure your wireless is turned on AND connected to the available network.

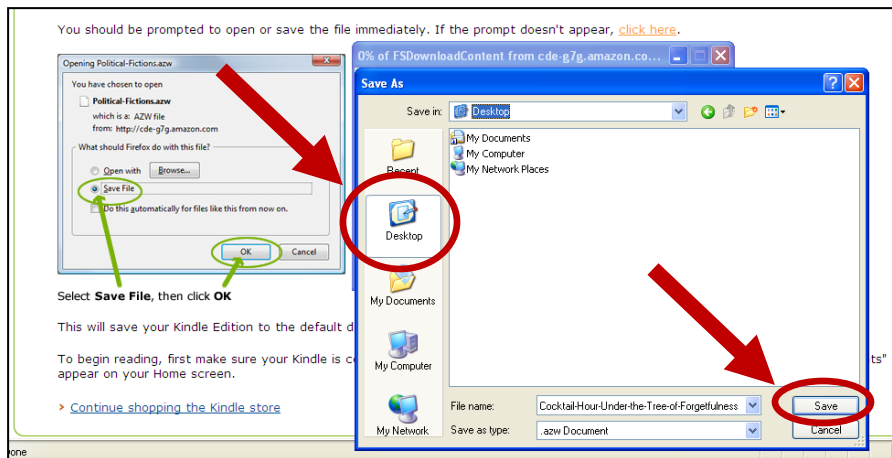
Transferring a Kindle Book via USB

1. Follow steps 1-7 above.
2. You will be prompted to either open or save the file, or to find a program with which to open it. Click once on **Save**.



3. A pop-up window will appear asking you where you want to save the file. The process is easiest if you save it to your Desktop. Click once on **Desktop** on the left-hand menu, then click **Save** in the bottom right-hand corner of the pop-up.

NOTE: If you aren't asked to select a location, it will likely be saved to your Downloads folder.



4. When the download is finished, click **Close** and **Minimize your open windows** so you can see your Desktop. You should see a blank or book-like icon with the beginning of the book title.

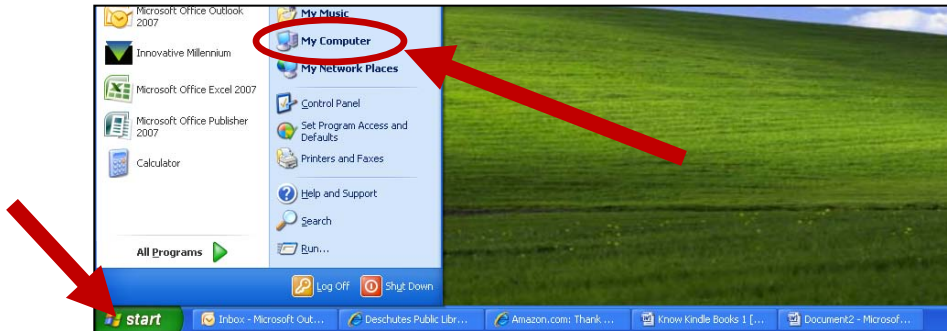


5. Plug your Kindle into your computer with its USB cord.

Mac users: Open the **Kindle drive** on your desktop.

PC users:

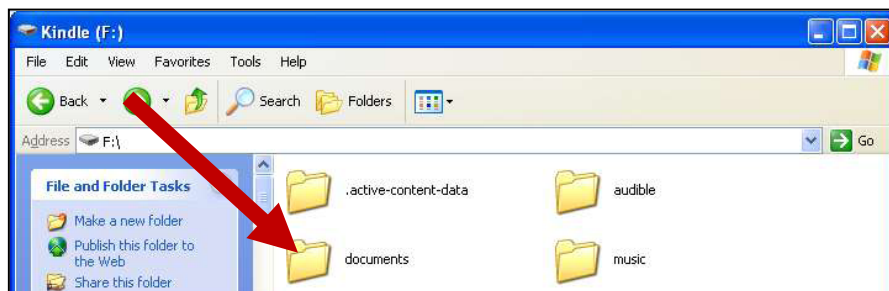
a. Click once on **Start**, then on **My Computer**



b. Double click on **Kindle (F:)**.



6. Double click on the **Documents** folder to open it.



7. Find the downloaded Kindle Book file where you saved it (desktop or downloads folder). Either copy and paste it, or drag and drop it into the Kindle Documents folder.

8. Eject the Kindle from the computer.

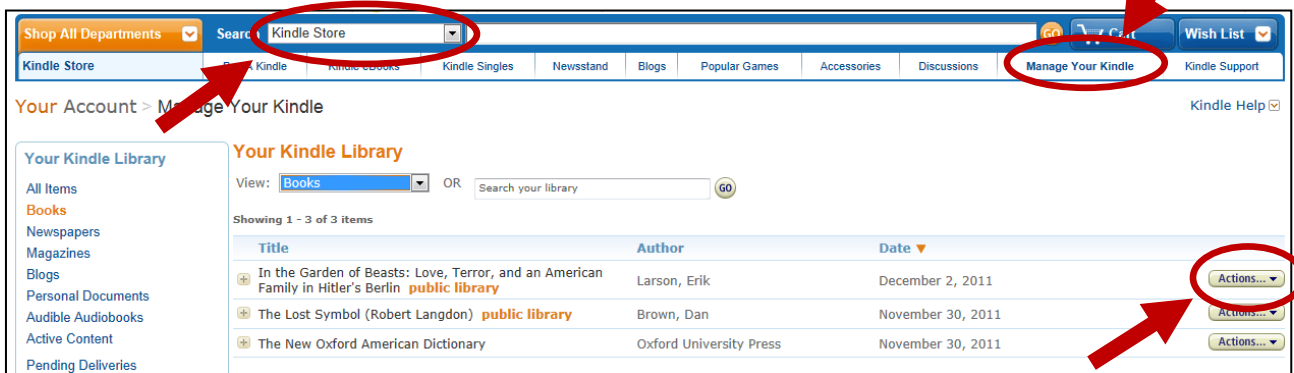
Returning Kindle Books Early

You can return Kindle Books to the library before their expiration date. This can be useful as you are limited to 8 digital downloads on your card at a time.

1. Log into your Amazon account, go to the **Kindle Store** and click on **Manage Your Kindle**.

You will see a list of all the items you have loaded onto your Kindle. Library books will say “public library” next to them in orange font.

2. Click on the **Action** button to the right of the title you’d like to return.



3. A dropdown menu will appear. Click on **Return This Book**.



4. The dropdown menu will now offer the option to **Delete from Library**. Click on this to remove the item from your device.