

Requirements:

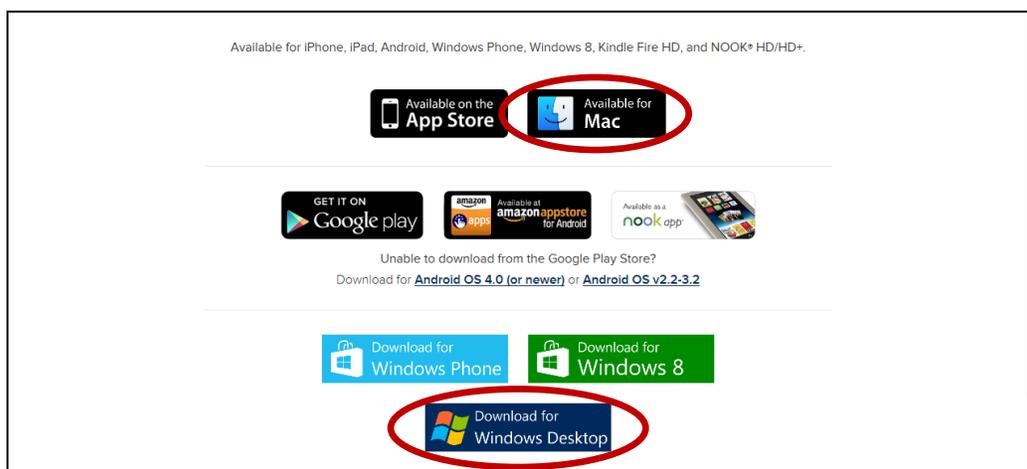
- Computer running Windows or Mac OS X
- Internet connection
- DPL library card and PIN
- Overdrive installed and activated
- Compatible MP3 Player and connecting cable

**NOTE: This handout is for using DPL's e-Audiobooks or videos on a desktop or laptop computer or transferring e-Audiobooks to an MP3 player with a desktop or laptop computer. If you have a tablet or smartphone, please use the Know Overdrive App handout.*

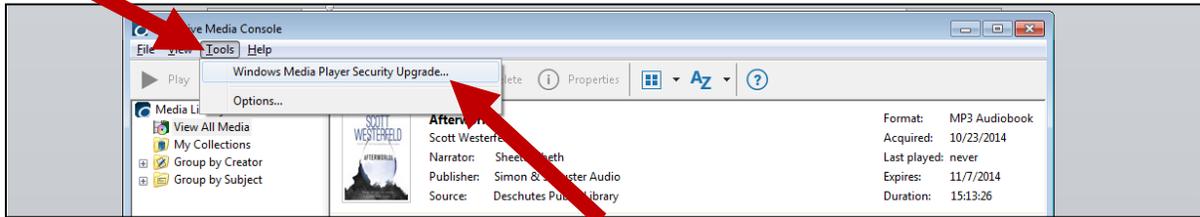
Installing and Activating Overdrive

To use e-Audiobooks from the library you must download a small, free piece of software called OverDrive onto your computer. This is a program where e-Audiobooks are stored when you download them from the library website, and from where you transfer them to your device.

1. Go to: <https://app.overdrive.com/>
2. Scroll all the way to the bottom of the page where you'll see buttons for a variety of different systems.
 - If you have a Windows-based computer, **Click on Download for Windows Desktop**
 - If you have a Mac computer, **Click on Available for Mac**



3. Follow the prompts to install the software on your computer.
4. **Upgrade your Windows Media Player Security** (for Windows-based computers).
 - a. You should be prompted during setup to upgrade Windows Media Player's security. Follow the instructions provided.
 - b. If you aren't prompted during installation, you can run the upgrade yourself. Open Overdrive, click on **Tools**, then click on **Windows Media Player Security Upgrade** and follow the instructions.



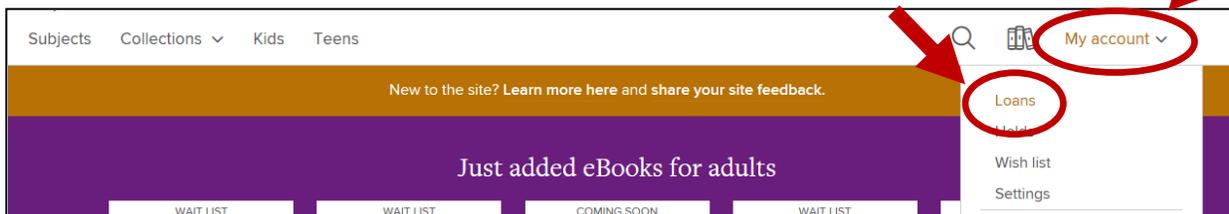
Downloading an e-Audiobook

First, access your checked out books. If you haven't yet checked out a book to your account, refer back to the Know Digital Books handout.

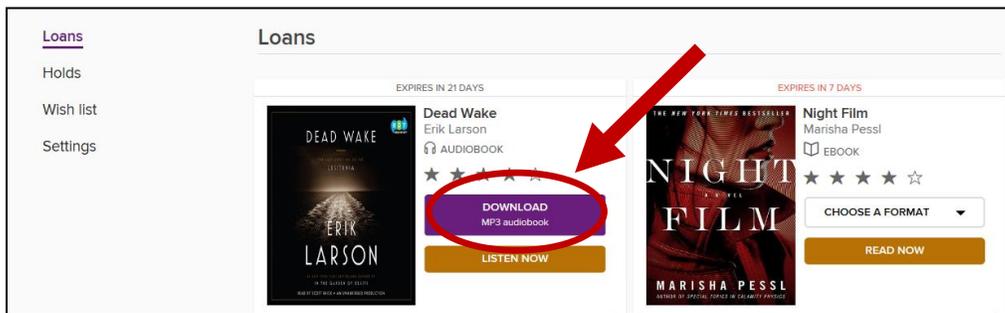
1. Go to the Digital Downloads page on the library website at www.deschuteslibrary.org. Click on **Books, Movies, Music**, then click on **Digital Downloads**.
2. Click on **Overdrive** under either Read or Listen.
3. Log into your account by clicking on **Sign In** at the top of the page. Enter your library card # and PIN (usually the last 4 digits of your phone number).



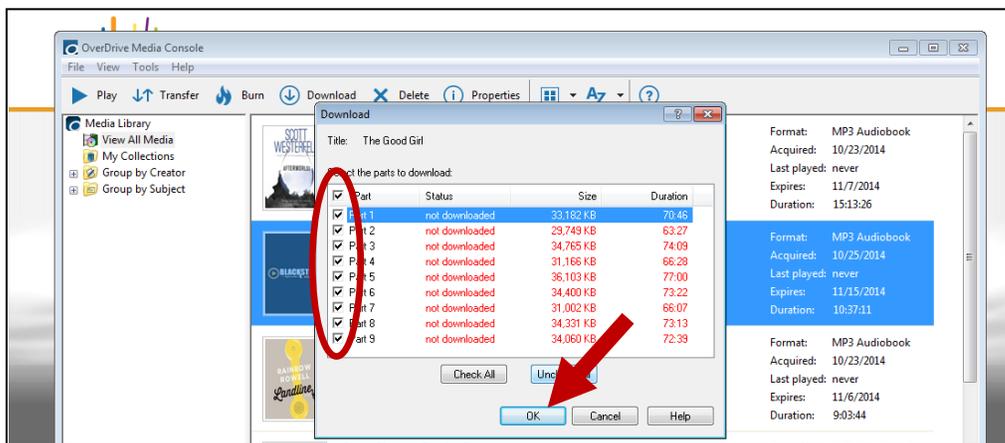
4. Click on **My Account**, then **Loans** to see the books checked out on your card.



5. **Click Download** next to the book you want to download.



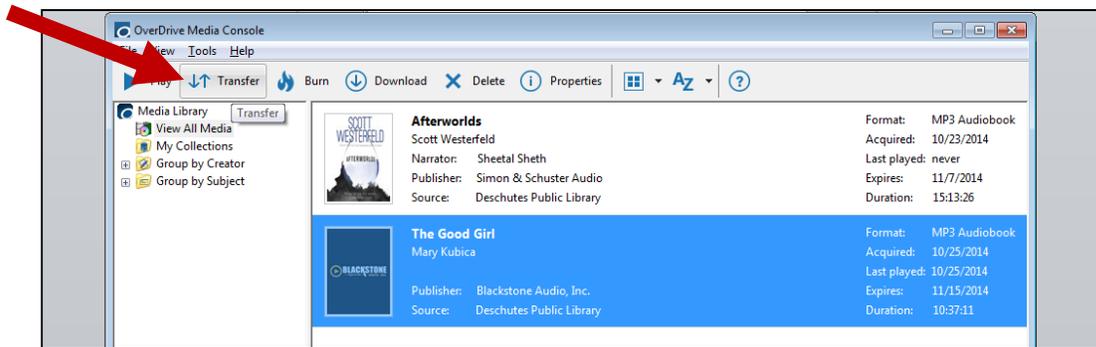
6. OverDrive will launch in a new window, with a dialog box asking which parts of the book you'd like to download. **Make sure all parts are checked and click OK.**



The download will take several minutes. Once finished, the book is available to listen to in Overdrive Media Console or transfer to your MP3 player.

Transferring Your e-Audiobook to your MP3 Player

1. **Connect your MP3 player** to your computer and **open Overdrive**. If using an iPod, you will also need to open iTunes.
2. **Click once on the title** you'd like to transfer so that it is highlighted blue.
3. **Click on Transfer** in the upper toolbar of Overdrive. Follow the instructions wizard to transfer the title.

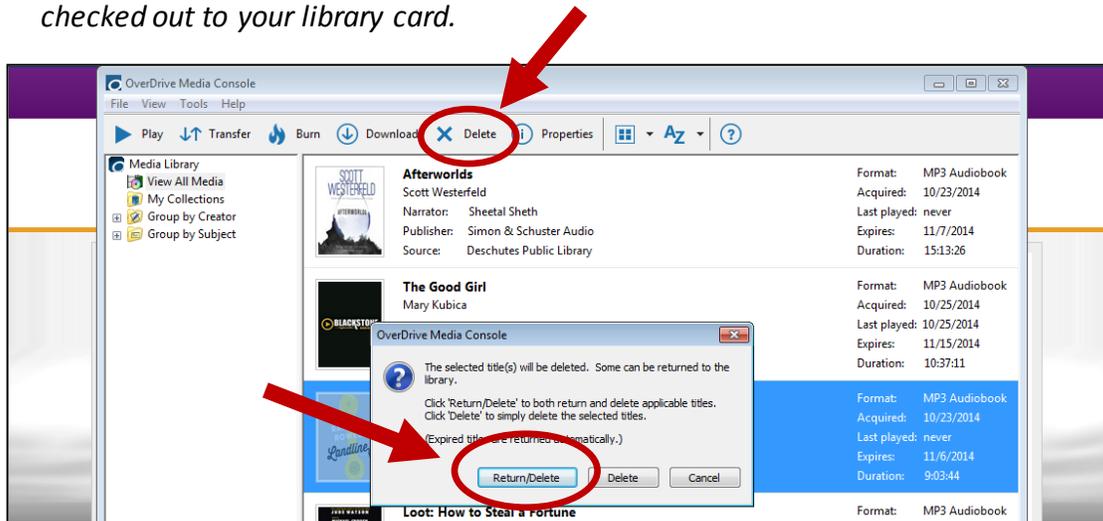


Returning and Deleting Titles

You can return e-Audiobooks early from Overdrive.

1. **Click once on the title** you'd like to return to highlight it. Then **click Delete** in the upper toolbar.
2. A dialog box will open. Click **Return/Delete**.

NOTE: If you just click Delete, the title will be removed from Overdrive, but it will still be checked out to your library card.



Deleting Old Titles

If a book is past its due date, it will still show up in Overdrive although you will no longer be able to open it.

1. **Click once on the title** to highlight it, then **click Delete** in the upper toolbar to remove it from your list.