# Downloading OverDrive eBooks for Kindle eReaders

You may check out and download Kindle eBooks from Wisconsin's Digital Library (OverDrive) using your Brown County Library card. Kindle eBooks require no special software. You will need to have access to wireless internet (WiFi) to transfer library ebooks to your Kindle (available at all Brown County Library locations). You may also use the USB cord that came with your Kindle if you would like to transfer the books without using a WiFi connection.

Note:   If you have a Kindle Fire, you have the option to install the Libby app to access eBooks, audiobooks and magazines on your device. Please see our Libby App instructions for further information.

1.   Go to the website for Wisconsin's Digital Library (OverDrive) by typing the following web address into your browser: wplc.overdrive.com
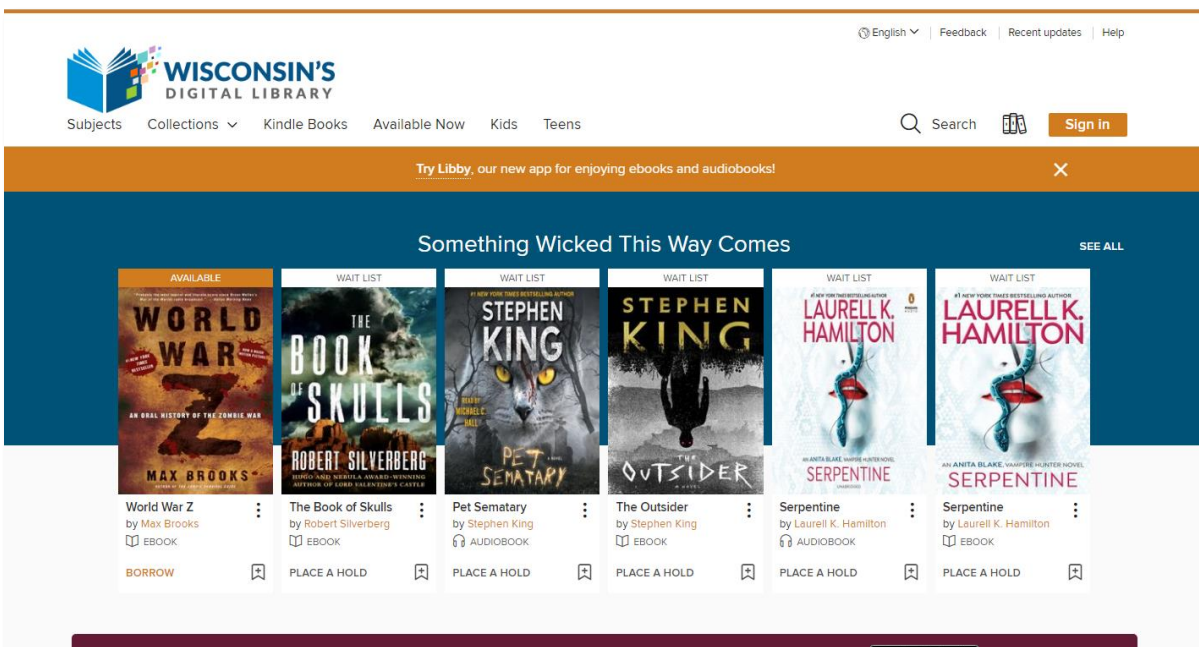


2.   Log in by selecting the "Sign in" link in the upper right. Select "Brown County Library (NFLS)" as your library system from the dropdown menu and enter your Brown County Library card number and four-digit PIN. Your PIN is usually the last four digits of your phone number. If you have problems logging in, call the Brown County Library at (920) 448-4400 for assistance.

3.   You can search for book titles using several methods.
      -   Use the menu in the upper left to browse by Subject (genre) or Collection.
      -   Use the Search option (magnifying glass) on the top of the page – enter a title, author or keyword.

4. When browsing books, you can distinguish what is currently available for checkout by looking at the top of each book cover. You can also see the format (eBook or audiobook) underneath the book cover. To only view books with copies that are currently available for checkout, select "Available Now" from the Collections menu.

5. To find out more about a book, click on the book's cover. This will show you more information, such as the book synopsis and number of copies available. You can also click on "Borrow" to immediately borrow the book, "Place a Hold" if no copies are available or the bookmark symbol to add the book to your Wish List (books that you don't want to borrow or place on hold right now, but that you would like to read in the future).
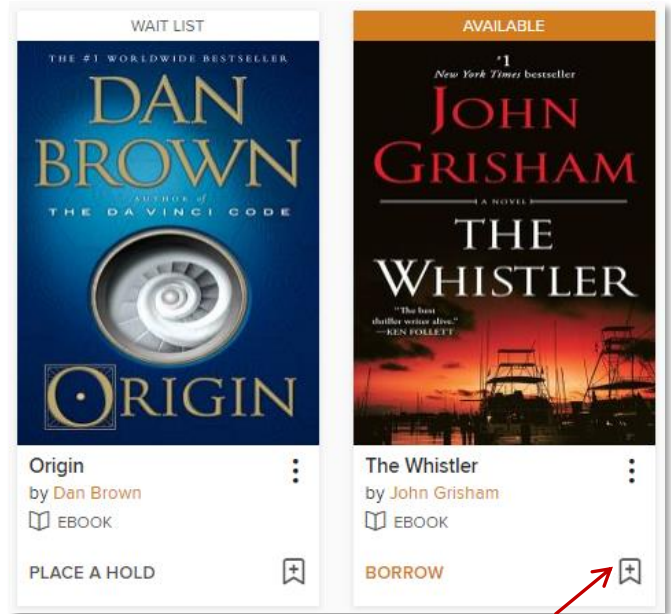
**Add to Wish List**

6. Click on the book cover to find out more about the book. Look on the right side of the page to check the available formats. If Kindle is not listed as an option, then the book is not available in the Kindle format.

7. Click on Borrow to check out the book. If you are not already logged in, you will be prompted to do so now.

8. The first time you check an item out, your default lending period will be set to 7 days. Change the lending period by clicking on the dropdown box. You can change your default lending period in the Settings menu in the My Account area (7, 14 or 21 days). You can have up to 10 items checked out from OverDrive at any given time.

9. Select the orange "Borrow" button, and then the black "Read now with Kindle" button. The Amazon website will open in a new tab in your browser.

10. If you are already logged in to Amazon, skip this step. If you are not logged in, sign in using the account that you used to register your Kindle.

2

11. Choose how you would like to transfer the eBook to your Kindle using one of the two options described below.

## To transfer the eBook via Wifi (Wireless) Internet:

a. Amazon will ask how you would like to deliver the library eBook to your Kindle. Look for the yellow "Get Library Book" button on the right side of the page. Select your Kindle (or whichever device to which you would like to send the eBook) from the drop down menu and select the yellow Get Library Book button. Make sure that your Kindle is turned on and connected to a wireless (WiFi) network. Library books cannot be transferred to a Kindle over cellular connections.
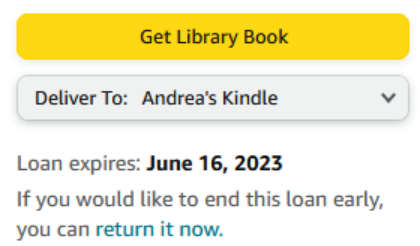
b. If your Kindle is connected to WiFi, your book will show up on your home screen. The book may take up to a minute or so to download, depending on your internet speed. If it does not appear, try accessing your Kindle's Menu from the home page and then selecting the "Sync" option. Once the book appears, you are ready to read!

## To transfer the eBook via USB:

a. Amazon will ask how you would like to deliver the library eBook to your Kindle. Click on the yellow "Get Library Book" button. On the following page click on "Manage Your Content and Devices." You can also look to the upper right corner of the page and hover your mouse over "Accounts and Lists", then choose "Content and Devices." You may have to enter your Amazon password again.
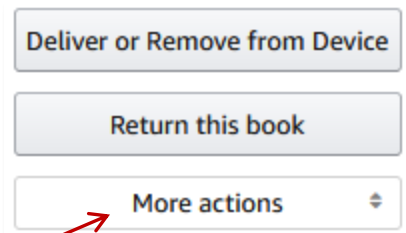
b. Look for the title that you have just checked out. Look for the "More Actions" dropdown. Select Download & Transfer via USB from the list. Select the yellow Download button.

c. Your computer will show a download prompt, select "Save" and choose where you would like to save the file. You can save it anywhere but save it in a place where you can easily find it (the desktop is usually the best option).
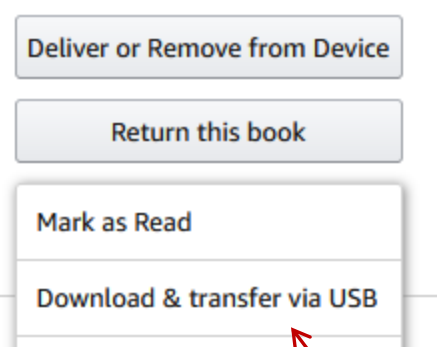
d. Once the file is downloaded, connect your Kindle to the computer with the USB cord. Go to My Computer from the Start Menu and double click on the Kindle icon (or double click on the Kindle desktop icon if you are using an Apple computer). Open up the "Documents" folder in your Kindle, and then copy or drag and drop the downloaded eBook file to that folder.

# Additional tips for managing your Library eBooks on Amazon:
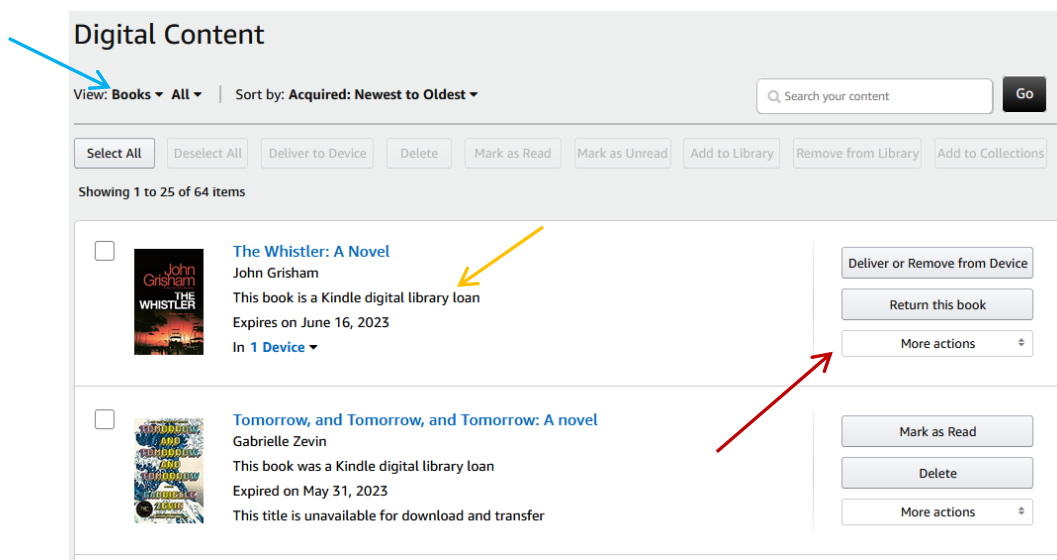


- To manage your Kindle library eBooks, go to the Amazon website, hover your mouse over "Account & Lists" in the upper right and choose "Content and Devices". Make sure "Books" is selected from the dropdown menu in the upper left (blue arrow).

- Library eBooks are denoted with "This book is a Kindle digital library loan" and an expiration date.

- Use the Actions menu on the right of each title (red arrow) to send a library book to your Kindle, download it to your computer so that you can transfer via USB, or return the book early.

- When the library eBook expires, your Kindle will alert you. You can then delete it from your device. You do not have to return the book manually and you cannot accrue any late fees.

- You can see all your current library eBooks checkouts and items on your hold list on the Wisconsin's Digital Library (OverDrive) website – click on the "My Account" dropdown at the top of the page.

- When you receive an email notification that a hold is ready for you, go to the Wisconsin Digital Library (OverDrive) homepage. Log in and click on My Account in the upper right corner of the page, and then Holds. You have three days to check out the hold, suspend it (if you'd like to read the book later) or cancel it. From there you would follow the same steps as above to download the item through Amazon. If you suspend the hold (Deliver Later), it is passed to the next person in line. After the suspension period passes, you will be able to borrow the book when the next copy is available.

- You can renew a digital title (if there are no existing holds) or be placed on the wait list to borrow the title again as soon as possible (if there are existing holds), up to three days before the title is set to expire. A "Renew" button will appear under the title on your Loans page of the Wisconsin's Digital Library website (or it will say "Request Again" if the book has holds). If a title is renewed, any time left on your current lending period is cancelled. Titles that you have requested again will appear on your Holds page and will need to be checked out again when they become available. You will need to send the renewed title to your Kindle again to continue reading.