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How to Checkout an eBook to a Kindle and Kindle Fire*

From your device:
1. Go to the App Store and search for OverDrive Media Console. Select OverDrive Media Console (version 2 or newer).

2. Touch the Free button and it will change to Install.

3. Touch Install. OverDrive Media Console will install. Open OverDrive Media Console.

4. The Overdrive app will ask you go Sign Up. If you already have signed up with an Overdrive account on another device, choose the option that says *Have an account? Sign in*. If you have never used Overdrive before, press Sign Up. When you Sign Up, Overdrive gives you the option to sign up with Facebook or you can *Enter your details*.

5. Once you signed up, touch the three horizontal lines in the top left. Touch Add a Library at the top. Enter 72758 in the Find a Library search field. Touch the Search button. Select Rogers Public Library from the top of the list. Touch the star that says *ArkansasLibrary2Go* to favorite our library.

6. Touch *Sign In* in the top right. At the login screen, select Rogers Public Library from the drop down menu.

7. Enter your library card number. Touch Login.

8. From here, search for a particular title or just browse. Pay attention to the circle within the book cover to see if the title is an audiobook (a headphones icon) or eBook (a book icon). If a title is available, the icon will be dark gray / black and

say *Borrow* when clicked. If it is checked out, it will be light gray and say *Place a Hold* when clicked.

9. With the Menu button, you can narrow down your search in a variety of ways: between eBooks or audiobooks, you can separate books depending on their genre, or you can separate them between age groups.

10. Once a title is selected, touch Borrow. You will automatically be taken to your Bookshelf where you can download your book. You are allowed five (5) audiobooks and ebooks at one time. They do not have to be checked out on the same day.

11. Touch Download. This opens OverDrive Media Console. Select Download Now when asked.

12. The MP3 or EPUB will be downloaded directly to OverDrive Media Console.

How to Return an eBook or Audiobook Early.

If you have updated your Overdrive Media Console to version 2.4, you can return eBooks or audiobooks early by following these steps:

1. In the screen listing the books you have downloaded, touch and hold the eBook or audiobook you want to return. A return button is displayed next to the title.

2. Touch Return. The eBook or audiobook will be returned and deleted from your device.

A helpful tip: It is unadvised to check out books and then immediately return them; Overdrive will lock you out of your account for a few days. You will also be locked out if you check out the limit of books allowed (5) and return them all at once. Please return them as you finish them so you can enjoy our eBooks every day.

How to Checkout an eBook without Wi-Fi.

1. Go to the Rogers Public Library website www.rogerspubliclibrary.org

2. Click on the Library2Go logo. Click *Sign In* in the top right. Select Rogers Public Library from the drop down menu of libraries. Login using your library

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barcode number. Click on *Confirm checkout*. You can have up to 5 titles checked out at any given time.

3. Search for eBooks. You can limit your search to eBooks by clicking on the down arrow on the box located under the search box and search "Kindle eBooks."

4. You can also limit your search so that it only shows the available eBooks.

5. If you do not limit the format, the eBooks will be mixed with audio books. You can tell the difference by checking the type of book and what they will play on. To check out a book, click *Borrow*.

6. You will automatically be taken to your bookshelf. Click *Download (Select one format)*. Out of the options given, choose *Kindle eBook*.

7. The Amazon website will open up. If you are not already logged in, please log in at this time.

8. Select *Transfer via Computer* from the deliver to drop-down box on the right side of the screen. Then click on *Get Library Book*. Amazon will then ask which device you will be transferring the eBook to then click *continue*.

9. A window will open asking you to Open or Save the file. You will want to save it. It will be saved in the default downloads location on your computer.

10. Connect your Kindle to the computer with the USB cable. Open the folder containing the file you downloaded. Click on the file that needs to be moved to your Kindle, and then click on *move this file* on the left side of the screen. A box will appear; locate you Kindle from the list. Click on the (+) sign next to where it says Kindle. Select the documents folder. Click on move.

11. Disconnect your Kindle by finding the icon on the right side of your taskbar (at the bottom of your PC screen) that says "Safely remove hardware." It is a gray rectangle with a green arrow above it, pointing left. When you click it, you should see the words "Safely remove…" and a reference to the Drive Letter your Kindle is using.

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