

# OverDrive<sup>®</sup>

For MP3 players

## SETTING UP:

- Go to [www.flwlib.org](http://www.flwlib.org). Mouse over **eServices** in the top menu. Under **Digital Services**, click on **Overdrive**.
- You'll be taken to a page describing Overdrive. Click the **Overdrive logo** on the right.
- You'll be redirected to Overdrive's homepage. In the top right corner of the page, click "**Sign In.**"
- Select "**Monarch Library System**" from the drop down menu. Enter your **library card number** (located on the back of your library card) and **PIN number** (usually the last 4 digits of your telephone number). Click **SIGN IN**. You are now signed into your Overdrive account.
- In the top right corner of the page, click **Help**. You'll be taken to the Overdrive Help page. On the top of the screen, mouse over **DEVICES**. In the drop down menu, choose **MP3 players**.
- You'll be taken to a page describing various MP3 playing devices. Under **Software**, click on **OverDrive for Windows (desktop)**.
- You'll arrive at the Overdrive app website. Click on **Get Started** at the top of the screen, and then click on **Download for Windows Desktop**. (This feature is not available for Apple computers.) Follow your computer's prompts to install **OverDrive**.
- To browse or check out eBooks, return to the Overdrive website. Prior to browsing, click on **My account** and select **Settings** from the drop down menu if you need to change your checkout periods and other preferences.

## FINDING BOOKS:

- To find items, you can search by title or author and browse by subject or collection. These options are provided near the top of the page.
- Click **Borrow** beside any book to check it out.
- If a book has a waitlist, you'll be prompted to **Place a Hold** on the title. To see the status of a hold, click **My account** near the top right corner of the screen, and then click **Holds**. Overdrive will email you when your books on hold become available.
- To send a book you've checked out to your MP3 player, click **My account** and then **Loans**. You'll see a list of the books you have checked out.
- Click **Download MP3 audiobook** beside the book you want to transfer to your ereader. The OverDrive desktop program should open and begin downloading the audiobook automatically.
- Next, **connect** your MP3 player to your computer using the provided USB cable.
- In the Overdrive desktop program, click on the audiobook you downloaded and choose **Transfer**. Follow the on-screen prompts to transfer the audiobook to your device.
- Disconnect your MP3 player. You should see the audiobook the next time you turn it on.

## HELPFUL TIP

Trouble logging in to your library account? Check with circulation staff to make sure your PIN is correct, your registration hasn't expired, and any outstanding fines have been paid.