

## 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 **Ereaders**.
- You'll be taken to a page describing various ereading devices. Under **Software**, click on **Adobe Digital Editions (ADE) for Mac or Windows**.
- You'll arrive at the Adobe website. Click on **Download** at the top of the screen, and then click on either **Download Digital Edition Macintosh** or **Download Digital Edition Windows**, depending on what kind of computer you have. Follow your computer's prompts to install **Adobe Digital Editions**.
- Once Adobe Digital Editions is fully installed, open it. At the top of the screen, click on **Help**, and then **Authorize Computer...** Under **eBook Vendor**, choose **OverDrive**. If you have an Adobe ID, enter it in the provided box. If you don't, check the box beside **I want to authorize my computer without an Adobe ID**, and then click **Authorize**.
- 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 Nook, Kobo, or other ereader, click **My account** and then **Loans**. You'll see a list of the books you have checked out.
- Click **Download EPUB ebook** beside the book you want to transfer to your ereader. You'll see a window letting you know that the eBook has been downloaded.
- Next, **connect** your ereader to your computer using the provided USB cable and **open** Adobe Digital Editions. You should see the Overdrive book listed on the right side of the screen. If you don't, click **Library** near the top of the screen to refresh the display.
- On the left side of the screen, under **Devices**, you'll see your ereader listed. **Click and hold down** on the OverDrive book you downloaded. **Still holding down, drag** it across the screen and over your device. When you see a **green plus (+) symbol**, let go. The book will be downloaded to your device.
- Disconnect your ereader. You should see the Overdrive book the next time you turn it on.