

## How to Download e-Books and Audiobooks to an iPad Using the MARINet OverDrive Collection *(OverDrive App/Adobe Method)*

**Sausalito residents** have access to the MARINet OverDrive collection, which consists of over 10,000 e-books and audiobooks that can be downloaded to an iPad using a special app. The books are hosted on the OverDrive platform. **Follow the steps below to download a title.** If you have trouble at any step of the way, please call the Reference Desk at 289-4121 or City Librarian Abbot Chambers at 289-4123. **Note:** you must have at least IOS 6 on your iPad for the OverDrive app to install successfully.



Go to the App Store and search for OverDrive.

Touch the **GET** button next to the OverDrive icon and then touch it again when it changes to **INSTALL**.

Enter your Apple ID password to download the app.

Open the OverDrive app.

When you launch the OverDrive the first time, you will be prompted to either sign up for a new OverDrive account or sign in with an existing account. Follow the prompts to sign up or sign in. Remember your account information. It will be useful if you want to be able to sync your place in a book across multiple devices. OverDrive will also send you a verification email message, but you will be able to access books before you verify.

Touch the **☰** button in the top left.

Touch the “Add a Library” link. A window will open up and show an Add a Library search box. Enter “94965” into the box and touch the **Search** button. Select the link that says “**Sausalito Public Library.**” Now touch **MARINet** to see titles available to Sausalito and Marin County residents.

You should now see a web page featuring the MARINet Digital Downloads collection.

Now log into your account by clicking the “**Sign In**” link in the gray bar at the top of the page. Select Sausalito from the Select Library pull-down menu. Enter your library card barcode number and PIN and click the **Sign In** button. If you don’t remember your PIN, please call the library (289-4121) during open hours to reset your PIN.

The simplest way to browse the collections of e-book and MP3 audiobook titles is to click the **☰** button below the MARINet Digital Downloads logo and then use the navigation menu in the brown bar near the top of the screen to view either fiction or nonfiction titles. Touch the **View more...** link to see more categories. You can also choose the **All Fiction** or **All Nonfiction** to see everything available, regardless of category.

If at any time you want to return to the **Home** screen, just touch the MARINet Digital Downloads logo. If at any time you want to return to the categories menu, touch the ☰ icon below the MARINet Digital Downloads logo.

When you are browsing book covers, a grayed out book or headphone icon mean that e-book or MP3 is checked out and not available. A black book or headphone item means that the title is available.

If you are looking at all titles and you come across a book that is checked out, you may place a hold on it by touching the book cover and then touching the **Place a Hold** button. You will be notified via email when it is available.

When you find an available title that you would like to check out, touch the book cover and then touch the green **Borrow** button. The default checkout period is 21 days. Close the pop-up window that confirms your checkout. Now click the **Go to Bookshelf** button.

From the Bookshelf page, touch the green **Download** button. If you are downloading an e-book, select **EPUB** eBook and then touch the **Confirm & Download link** below EPUB (there are no secondary prompts for MP3 audiobooks). If available, checking a title out in the Kindle format is also possible, though it will require a visit to the Amazon Kindle website to confirm your checkout before you can open it within the Kindle app.

A spinning wheel will appear while your book is downloading. Please note that MP3 audiobook titles will take much longer to download than e-book titles.

To access the title you have downloaded, touch the ☰ icon at the top of your screen (not the one below the MARINet Digital Downloads logo). Now touch the menu item that says Bookshelf. You should now see the book you just checked out.

Touch the cover icon to start reading or listening to the title. If you have more than one title in your collection, they will appear in a stacked list. Each title will also show the format (e-book or audiobook) and the number of days you have left before your checkout expires.

E-book and MP3 titles may be returned early by touching a book cover and holding your finger down. Then touch the **Return** button.

Touch "Add a Title" or the ☰ icon at the top of the screen (and then the MARINet link) from within your bookshelf to browse for more books.

Please call the Sausalito Public Library Reference Desk (289-4121) or City Librarian Abbot Chambers (289-4123) if you have any questions, comments, or suggestions.

*Thank you!*