

# Overdrive App for tablet or smartphone

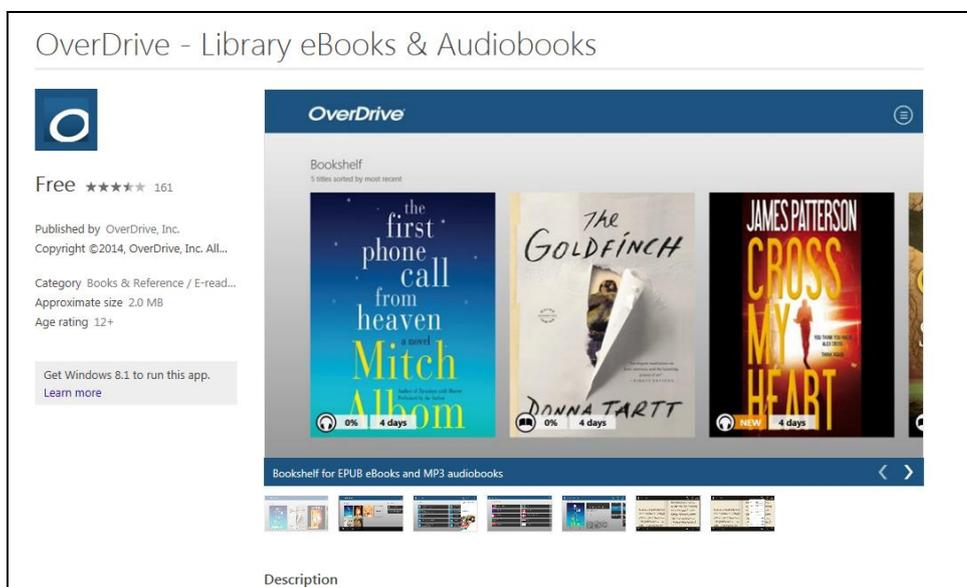
## Step 1. Download the free OverDrive app

To download the app for:

- iPhone, iPod Touch, or iPad - Visit the iTunes App Store.
- Android - Visit [Google Play](https://play.google.com/store/apps/details?id=com.overdrive).
- Other devices - Visit: <http://app.overdrive.com/>

Search for “Overdrive – Library eBooks & Audiobooks” to locate the app

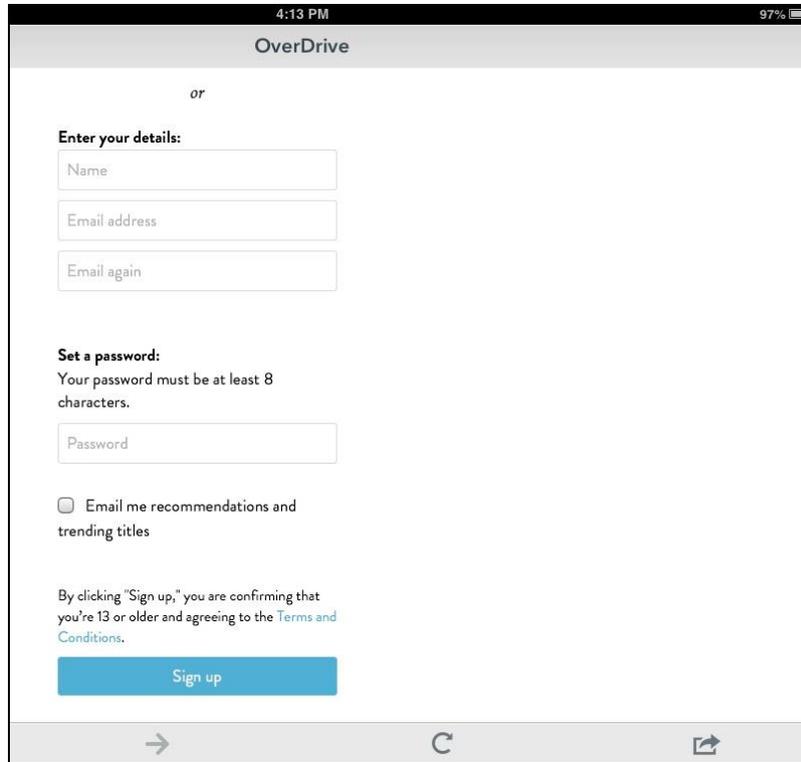
Tap **FREE** to install the app



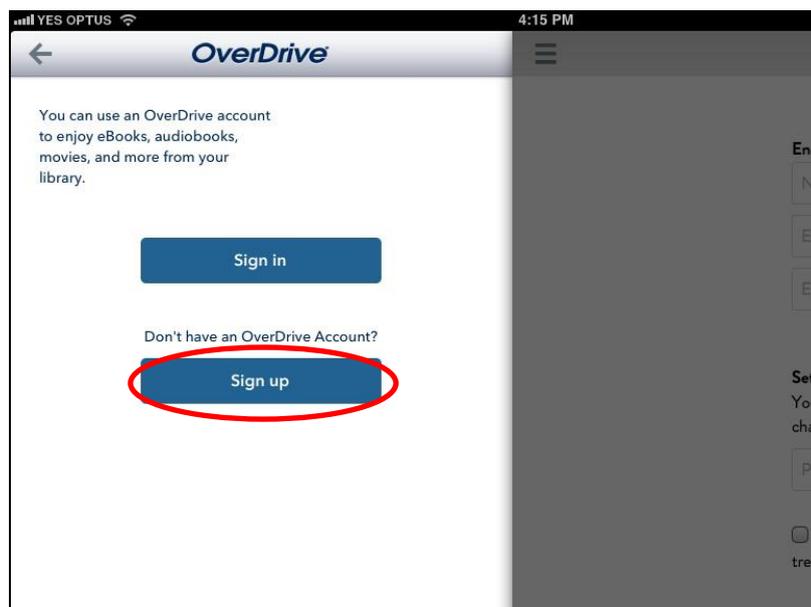
Once downloaded tap **OPEN** to open the app

**Step 2. Create a free OverDrive Account** - You must set up an OverDrive Account to download copyright-protected eBooks via the OverDrive App.

When prompted\*\*, select to create an OverDrive Account. Enter your name, email address and create a password of at least 8 characters

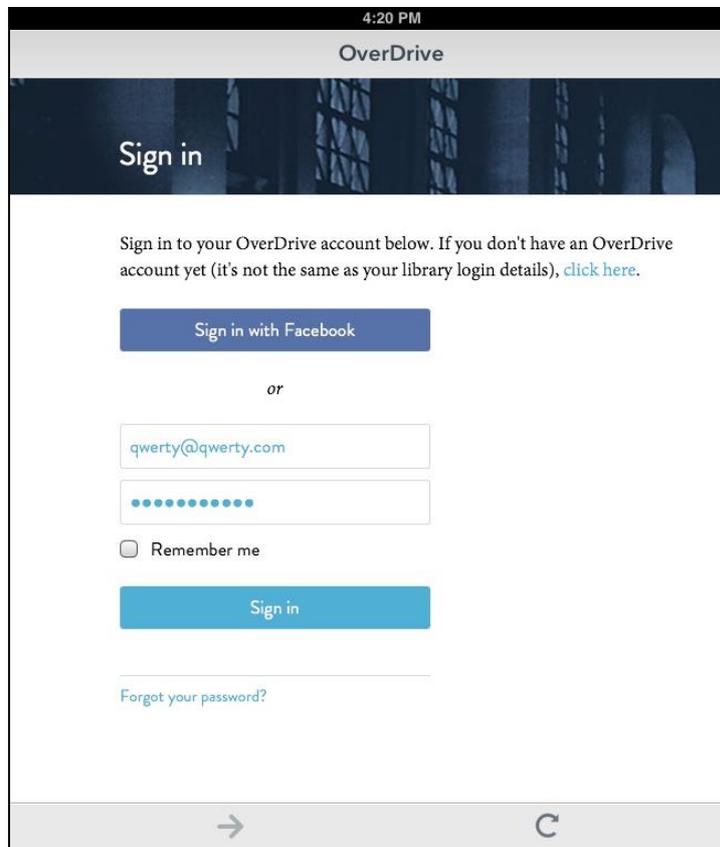


\*\* If you are not prompted you must still set up an OverDrive account by going direct to the OverDrive Account setup page via the App menu. Tap **Account** and then tap **Sign Up**



### Step 3. Authorise device with your OverDrive Account

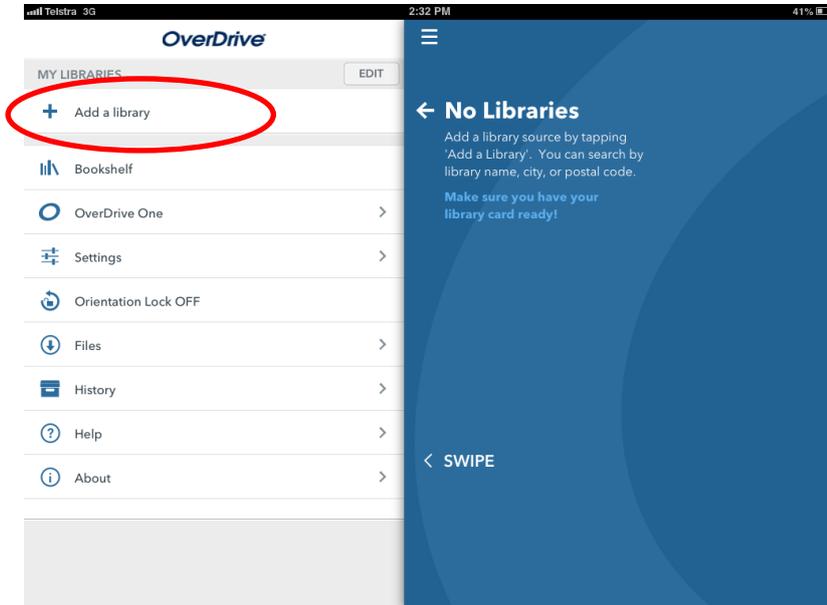
Return to the main menu of the OverDrive app and tap **Account**. Tap **Sign in** and enter your email address and OverDrive Account password



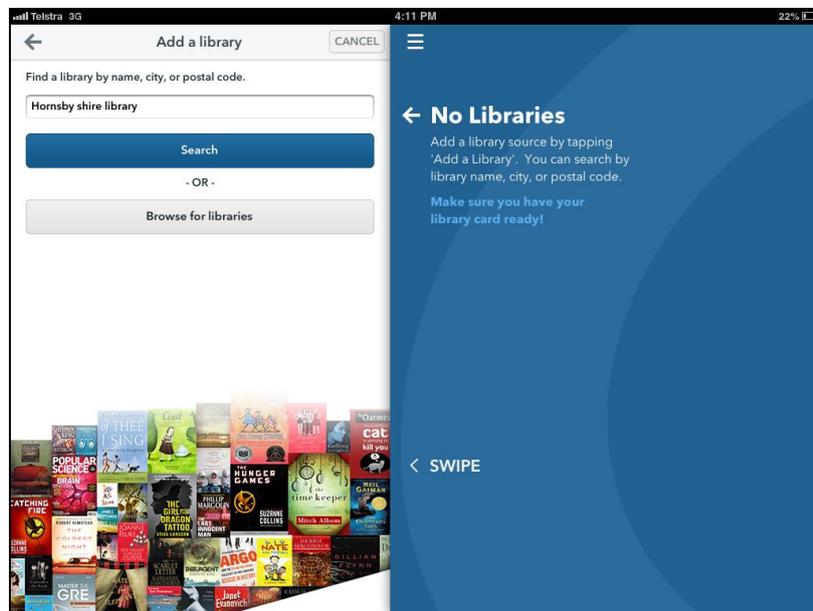
## Step 4. Add Hornsby Shire Library and Information Service

Go back to the Home menu by tapping the left pointing arrow in the top corner

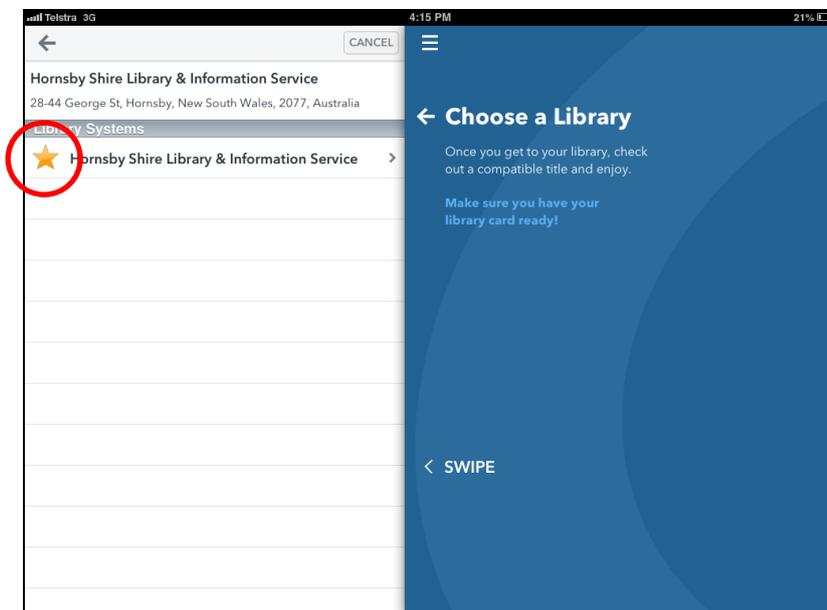
a) Select **Add a library**



b) Search for Hornsby Shire Library using the search box provided and select it from the list of results.



c) Select the star next to Hornsby Shire Library & Information service as below to add source and turn the star yellow.



You're all now set up and ready to borrow!

Tap directly on the name Hornsby Shire Library & Information Service on the screen above and you will be taken straight to the library catalogue.

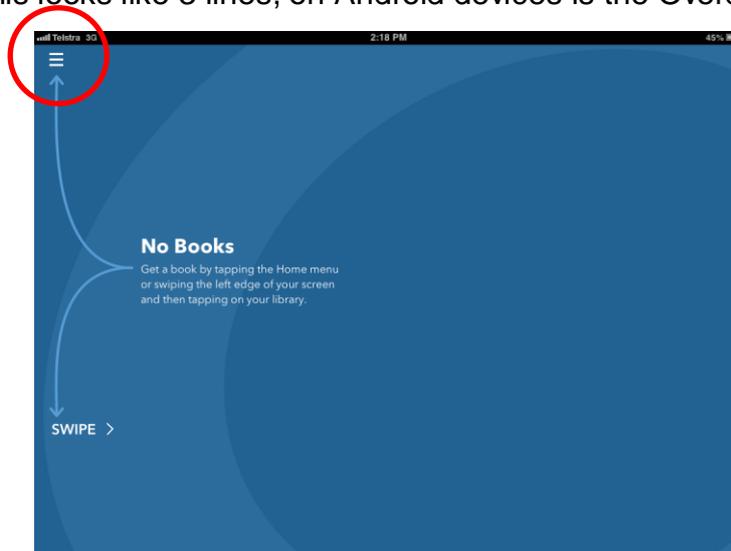
# How to borrow eBooks and eAudiobooks

*If you have just completed the Overdrive app setup skip straight to step 3*

**Step 1.** Open Overdrive app

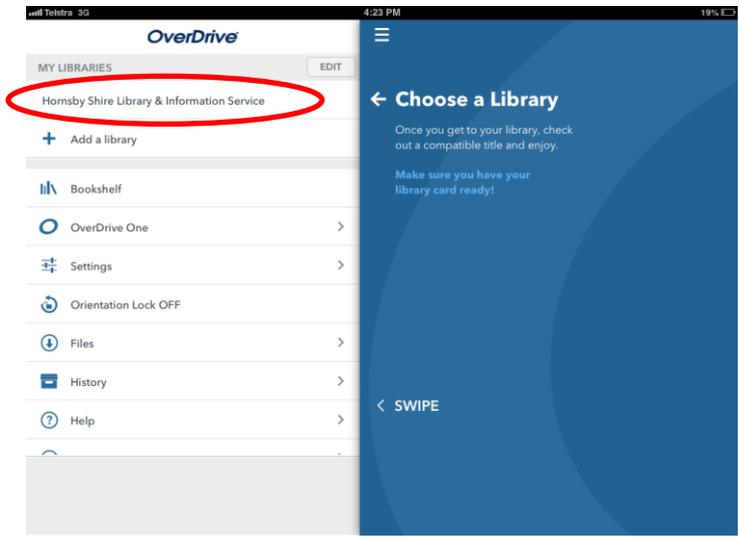


**Step 2.** Follow the instructions and tap on the Home symbol in the top left corner, on Apple devices this looks like 3 lines, on Android devices is the Overdrive symbol:

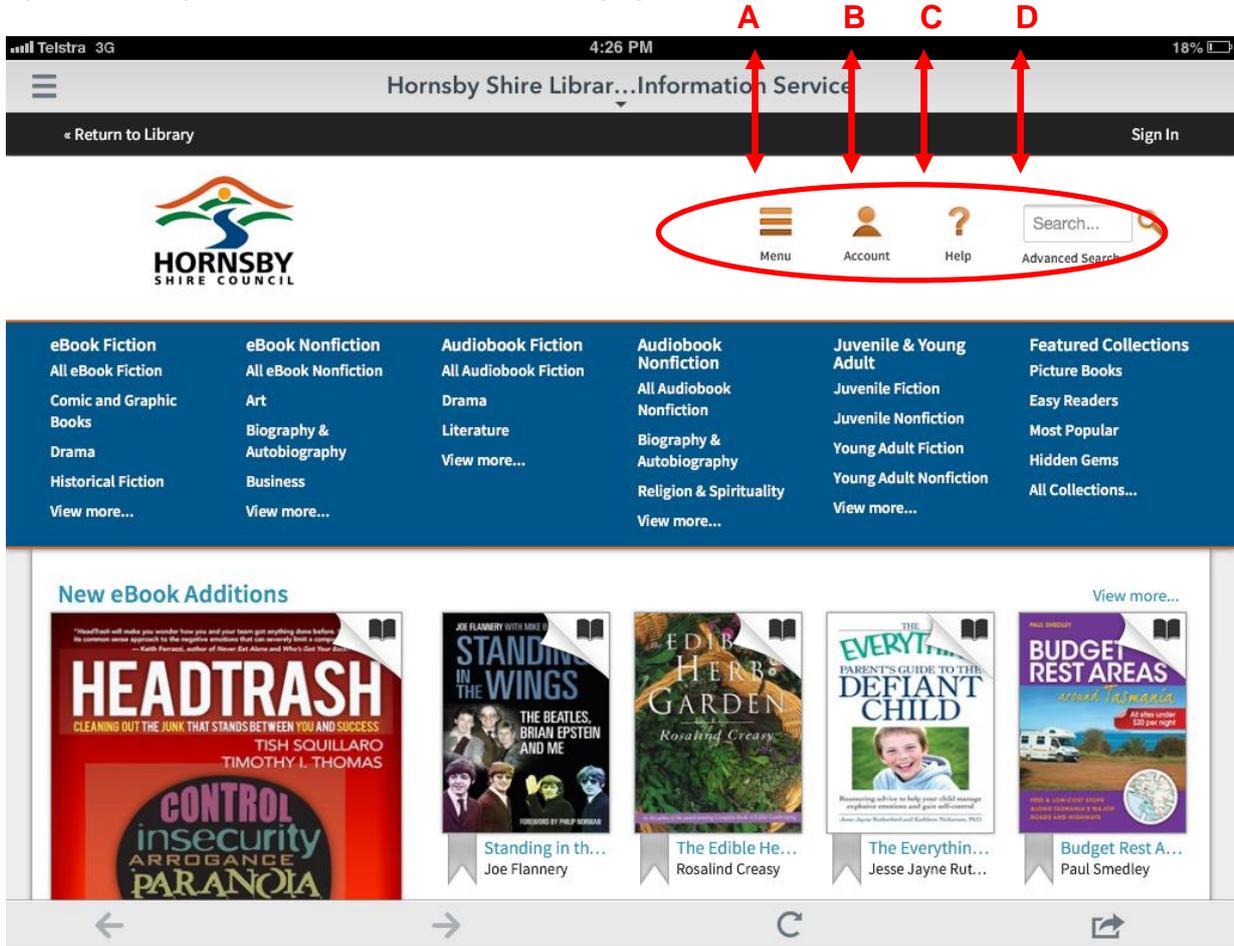


Or swipe the whole screen to the right to reveal the Home menu.

**Step 3. Select Hornsby Shire Library and Information Service**  
 This links through to the Catalogue.



**Step 4.** The following screen should be displayed showing the menu, browsing options and promotions for the latest and popular items.

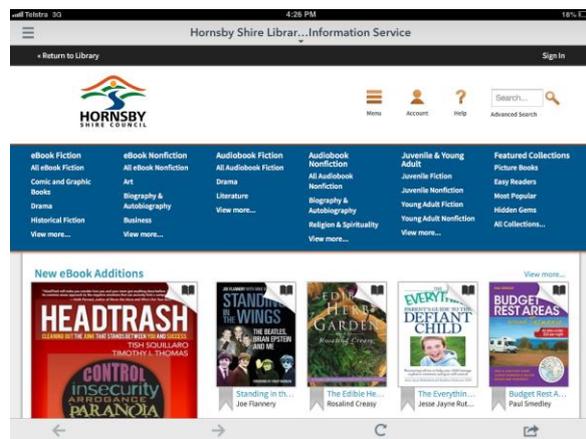
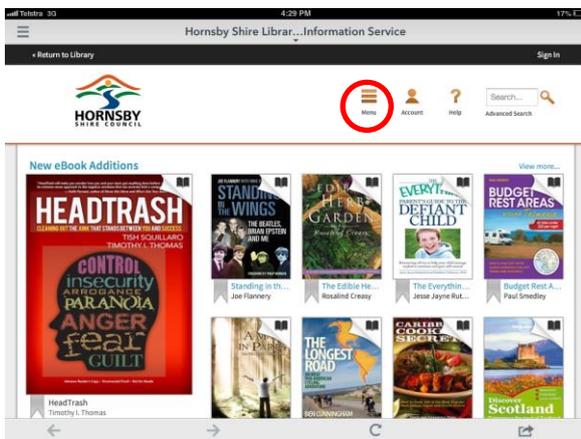


Look for the links A, B, C, and D above the top right.



Menu

## A. MENU



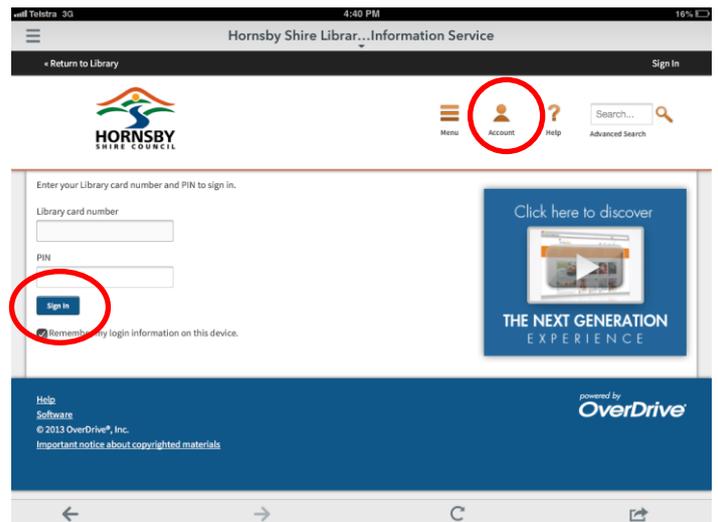
This will control the blue menu above the book titles. It can be revealed or hidden by pressing this button.



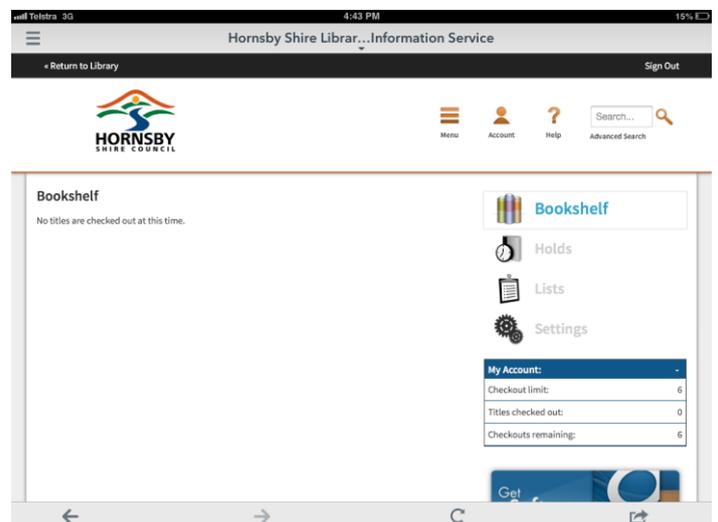
Account

## B. ACCOUNT

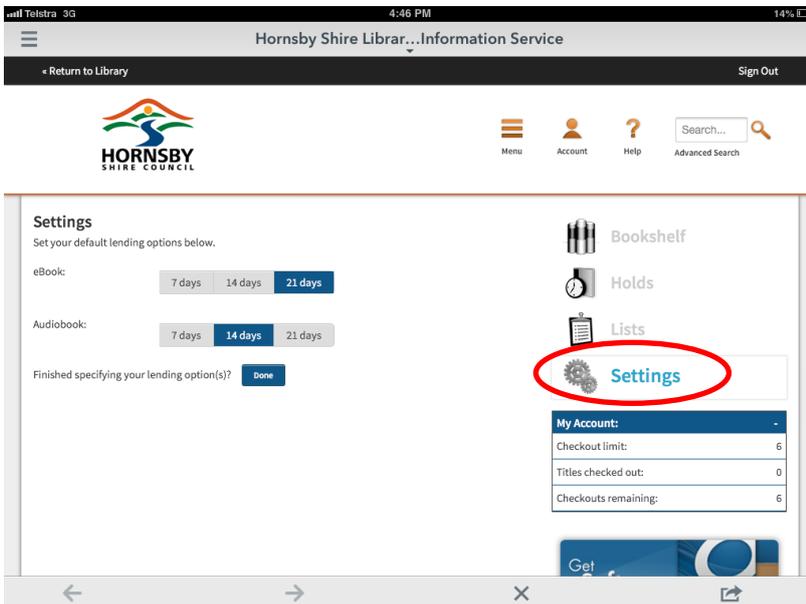
This displays the login screen for your personal Hornsby Library Overdrive account. Sign in now using your Hornsby Library card number and PIN and clicking **Sign In**.



This screen should display defaulting to your bookshelf.

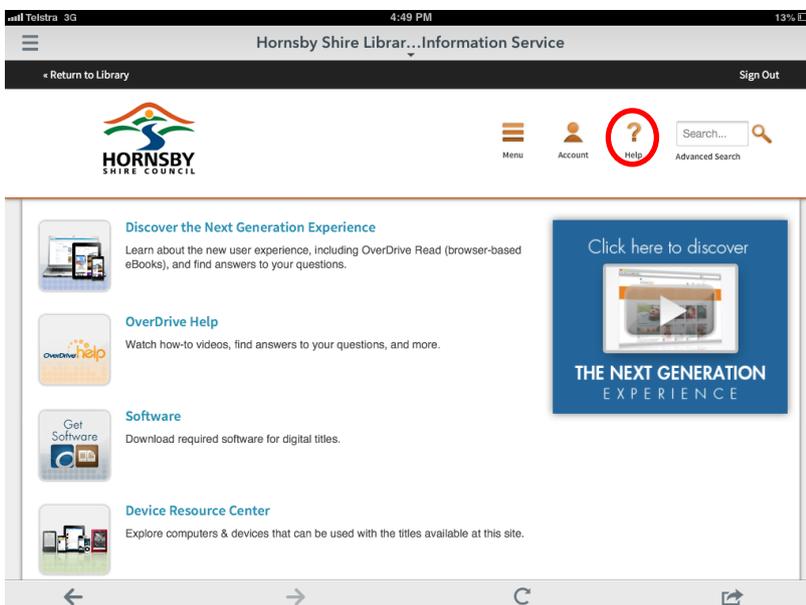


Now that you're in your personal Overdrive account it's best to set up your personal loan preferences. Click **Settings**.



Next select your preferred loan periods against eBook and Audiobooks and tap **Done**. This will automatically save those preferences for all future borrowings.

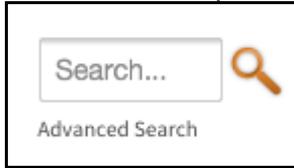
## C. HELP



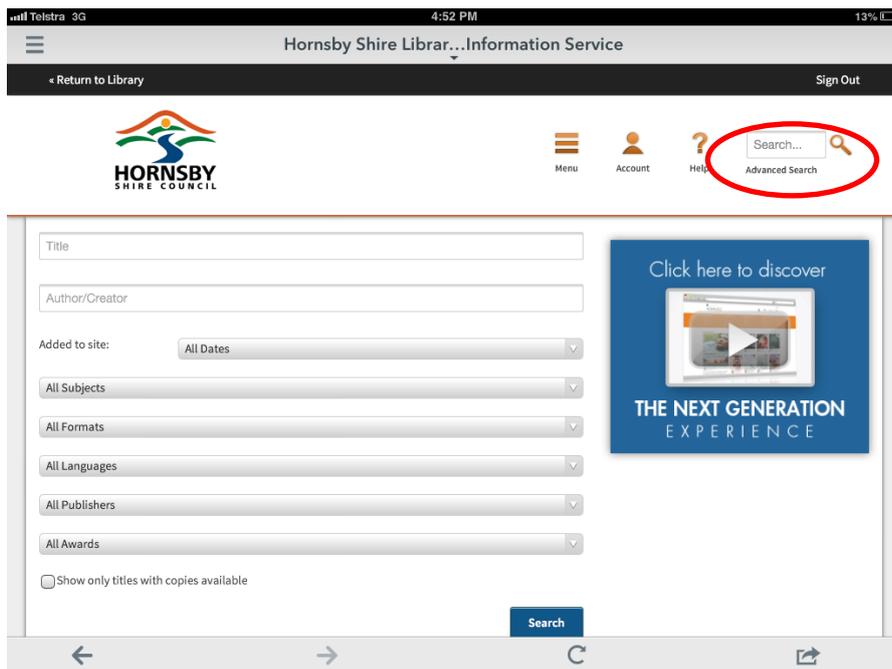
The help icon can direct you to helpful instructions and videos on how to use the Overdrive app.

## D. SEARCH AND ADVANCED SEARCH

You can do a quick search of the entire Overdrive catalogue using the box provided:



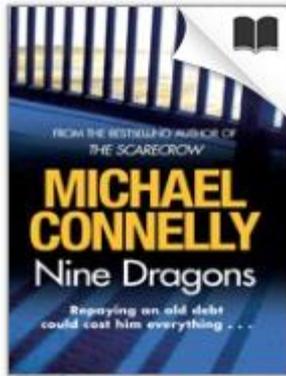
Or you can tap **Advanced Search** below that box to refine your search further including author, subject and format as shown below.



Clicking the Hornsby Shire Library logo in the top left of screen will return you to the start screen at anytime.

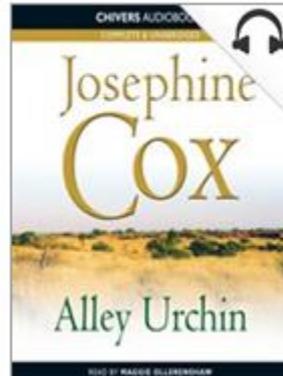
**Step 5.** Conduct a search for a title as shown in Step 4 section D, or browse using menu options as shown in section A.

Keep an eye on the top right hand corner of books to assist in your searching:



Nine Dragons  
Michael Connelly

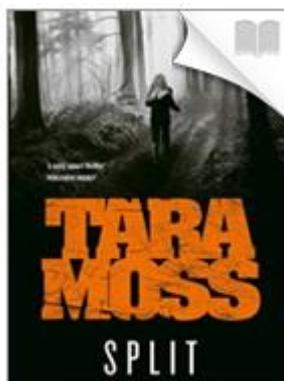
The picture of an open book means this item is available as an eBook



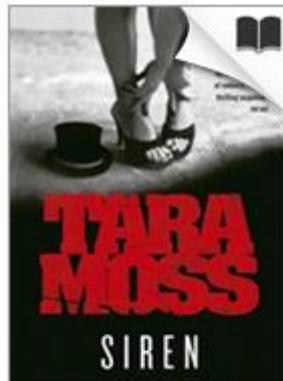
Alley Urchin  
Josephine Cox

If there is a picture of headphones that means this title is available as an Audiobook

If either of these icons is shaded in a grey colour that means this title is on loan to another borrower and therefore unavailable for borrowing. For example:



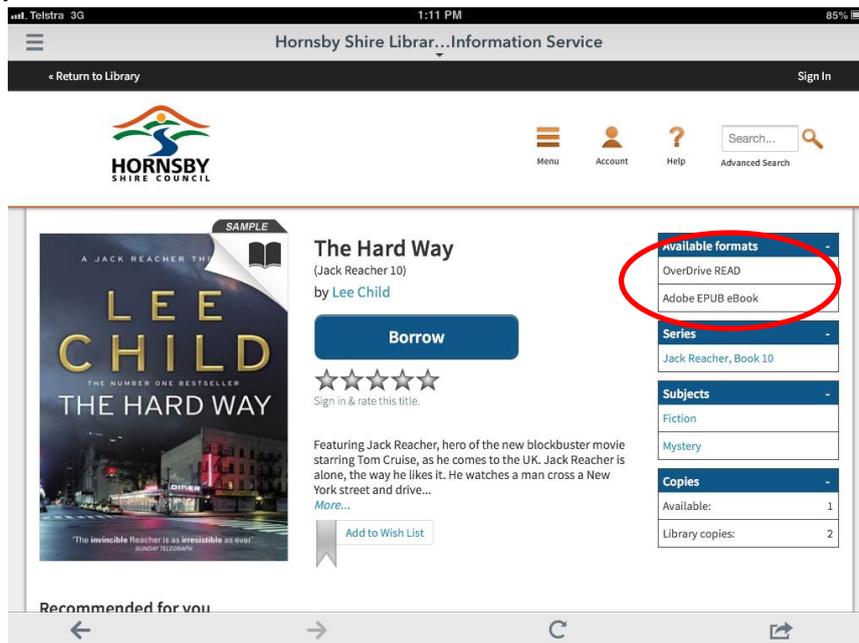
Split  
Tara Moss



Siren  
Tara Moss

The title on the left has a grey eBook icon and is therefore currently *unavailable* for borrowing. The title on the right is displaying a black eBook icon and therefore is *available* for borrowing.

**Step 6.** Once you have found a title you would like to borrow click on its cover to open more details.



You will notice here the available formats for the title. This particular eBook is available as:

- an *OverDrive Read*, a format able to be read through your internet browser
- an *EPUB eBook*, standard form for most eReaders and tablets

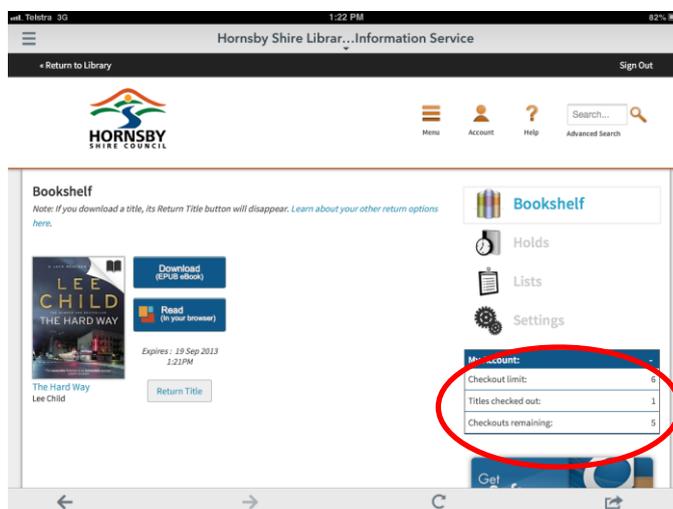
Audiobooks will show the available format as *MP3 Audiobook*.

(PLEASE NOTE: PDF eBooks and WMA Audiobooks are not available through the mobile version of Overdrive as they do not work with the app).

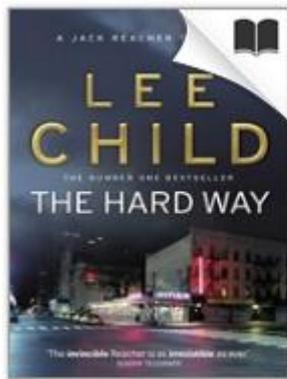
**Step 7.** Click the **Borrow** button.



This will instantly move your borrowed item to your bookshelf as displayed below.



Note the **My Account** box which allows you to keep track of your loans.



**The Hard Way**  
Lee Child



Click to Download title straight to your Overdrive bookshelf ready for reading.



Click to Read in your browser window

*Expires: 19 Sep 2013  
1:21PM*

This is your due date. Books will automatically be returned from your account by this date. Remember you nominated your preferred loan period in Step 4B.



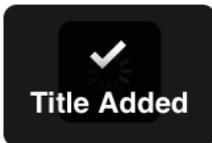
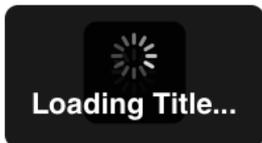
The Return Title button allows you to return your loan at any time before the due date.

For tablets it's best to click the top option to download the eBook version

### Step 8. Downloading your item.

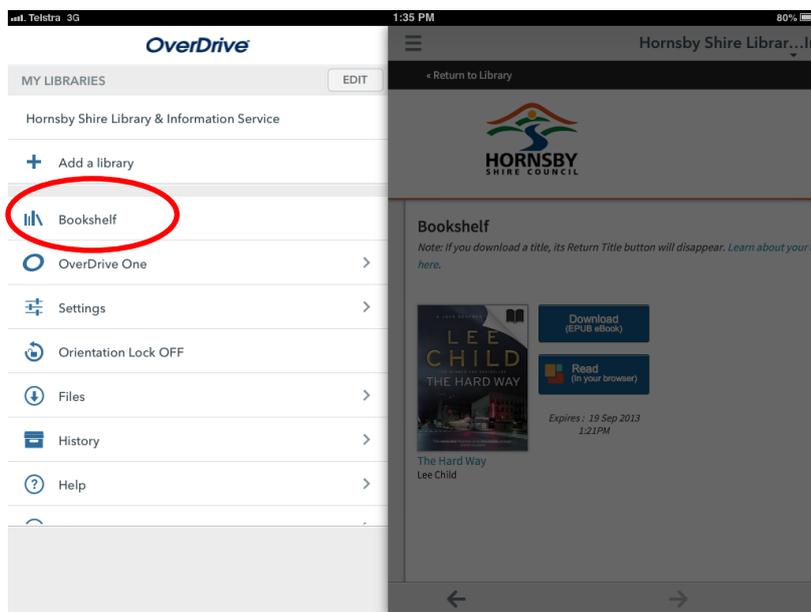
Click **Download (EPUB eBook)**

This will activate your item to download.

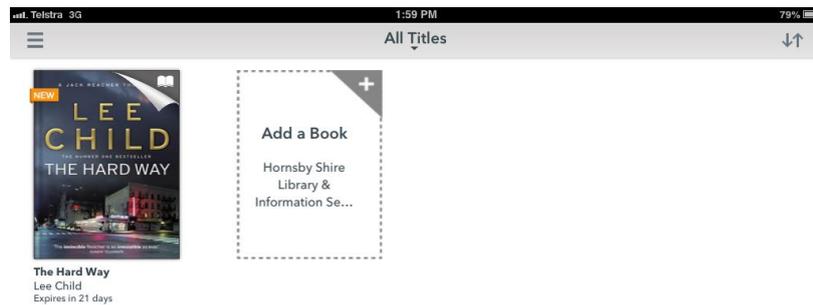


Once the title has added to your collection it will activate the download which should only take a short time.

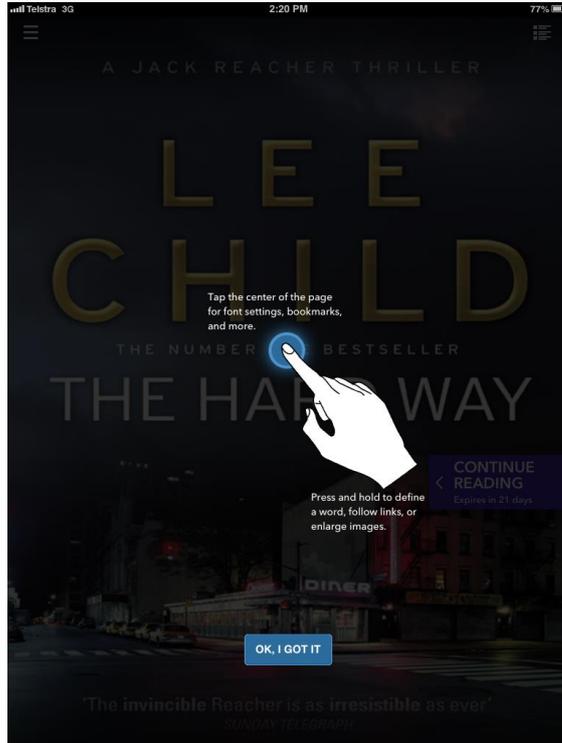
**Step 9.** To view your download go back to the Home menu by tapping the 3 lines in the top left corner or swiping the screen to the right. Tap on **Bookshelf**.



This will bring up all your current books on loan. To open a book simply click the cover.

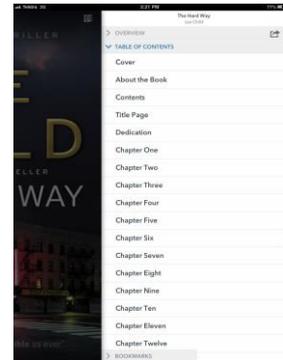
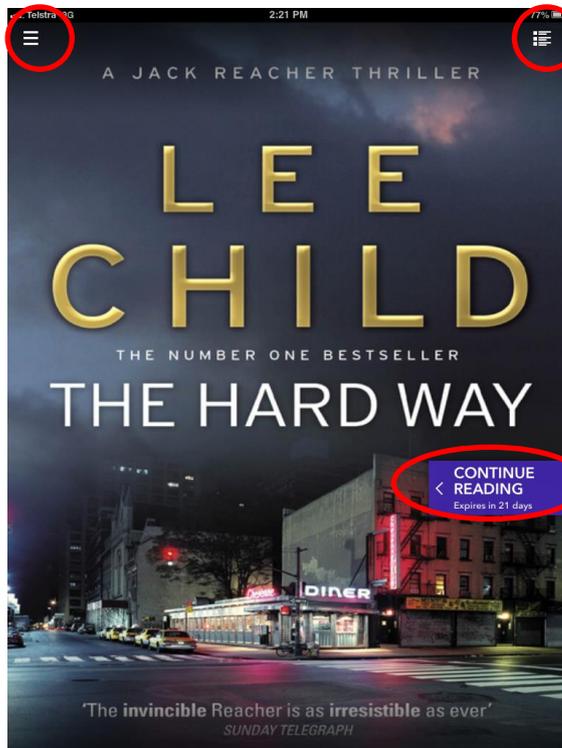


Once open your book will look something like this. Follow the instructions given and tap **OK, I GOT IT**.



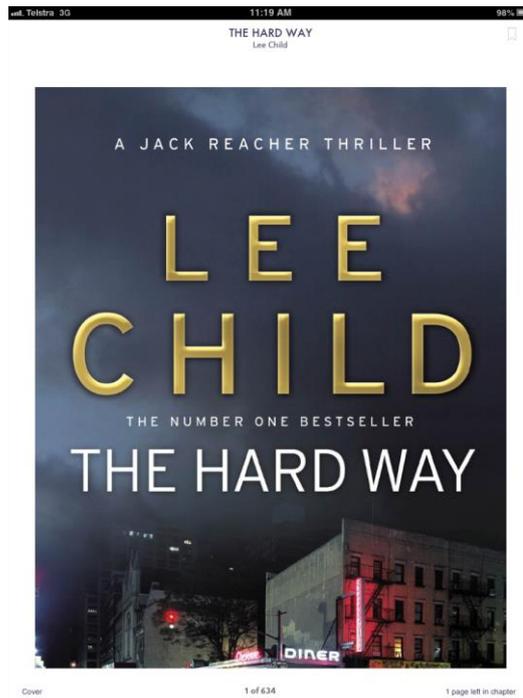
Tap on the home icon or swipe to the left to view the main Overdrive Home menu

Tap on the Contents icon here to view the contents and chapter list of the book.

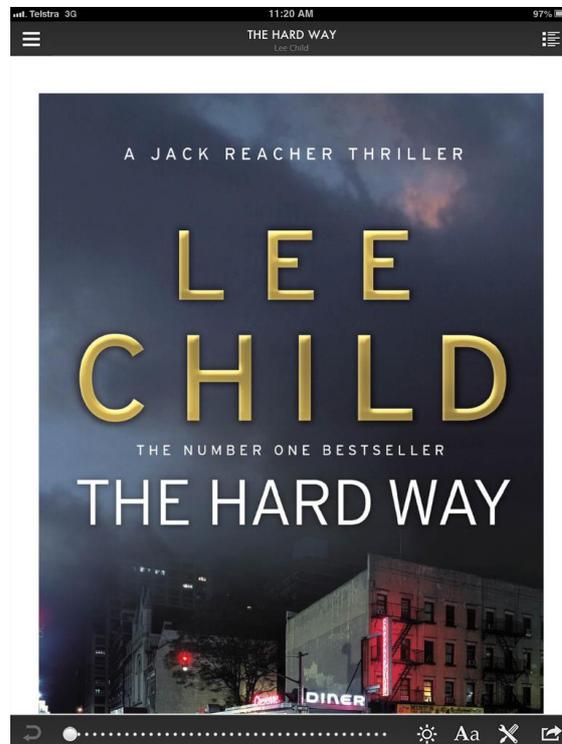


Tap Continue Reading to open the book

Your book is now ready to enjoy. Swipe to right to turn the page.



Tap in the middle of the screen to bring up the options in black at the top and bottom of the screen. At the top is the Overdrive home menu on the left and the contents list of the right.

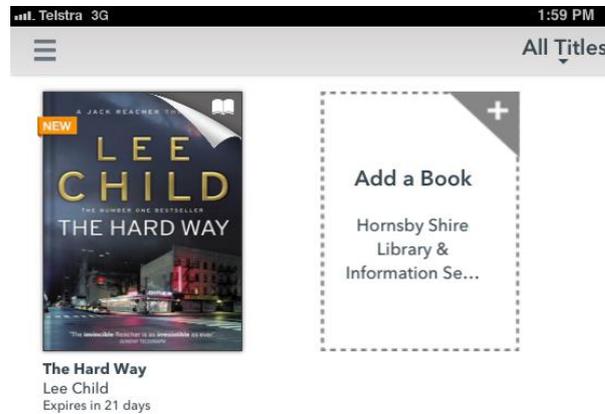


Here is your settings options including font size and page view

## Returning items

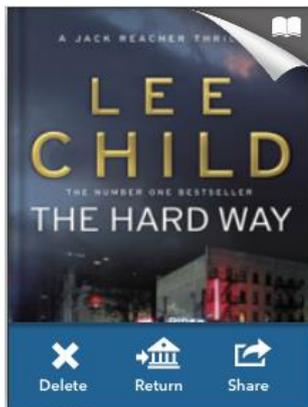
Items will automatically disappear from your bookshelf once your nominated loan period has expired. However, you can return items early at any time.

**Step 1.** Return to your bookshelf via the Home menu.



**Step 2.** Click and hold the book cover to reveal the blue menu displayed here:

Apple:



Android:

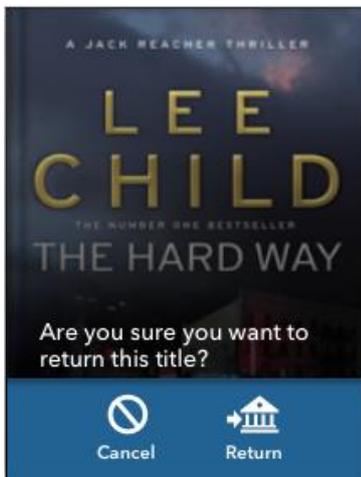


**Step 3.** Tap the **Return** button to return the item from your Overdrive account and delete from your bookshelf.

Please note, The **Delete** button will delete the item from your bookshelf but the title will still remain as a current loan in your Overdrive account giving you the option to download again.

The **share** button will enable you to share what you're reading via email, Facebook, Goodreads and Twitter.

**Step 4. Confirm the return by tapping return again.**



The book will be returned from your card and will disappear from your bookshelf.

## **FINAL NOTES**

- After you've exited Overdrive and wish to go back to reading again simply open the Overdrive app and it should default to where you left off.
- To get back to the catalogue at anytime tap **Add a Book** from your Bookshelf or tap **Hornsby Shire Library & Information Service** from the Home menu
- If you want to see all the books you have on loan click **Bookshelf** from the Home menu