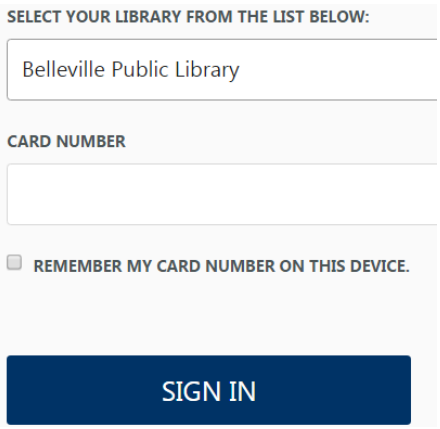
Navigating Overdrive

1. On your computer, access the Ontario Library Service Overdrive site at https://odmc.overdrive.com/ or through the Belleville Library's website by going to www.bellevillelibrary.ca, clicking on **eBook and eResources**, then choosing **Overdrive**.

2. Once you have reached the Overdrive site, choose **Belleville Public Library** from the drop down list, and enter your library card number. You can tell the computer to remember your login information, but this is not recommended for computers you share with others.



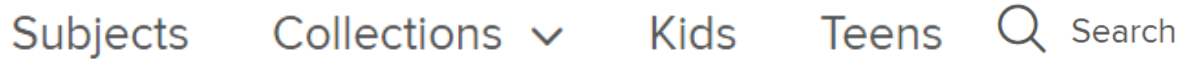
3. You can also sign in via Facebook by clicking the **Sign in with Facebook** button, or you can sign in with Overdrive. To sign in with Overdrive you will need an email address and password. Click **Sign up** and follow the prompts.

4. Once you have logged in you can start browsing for books.

Searching Overdrive

There are a number of ways that you can search the Ontario Library Service Overdrive site.

Search: Use this function to look for specific books or authors. As you type, Overdrive will give you suggestions.
Subjects: Do you like Mysteries? Maybe you prefer Historical fiction? Use the subjects option to look for books in a specific genre. You can also choose a specific media format then the subject of your choice (ex. Historical fiction eBooks) by selecting eBooks, Audiobooks, or Videos (located under the **Browse Subjects** heading) then choosing your desired genre.
Collections: Choose a specific media type such as eBooks, Audiobooks, or Videos.



Narrowing your search

Once you have completed a search using any of the above methods you can further narrow down your results by choosing one or more of the options on the left hand side (or by clicking the **Filters** button at the top when it appears) such as:

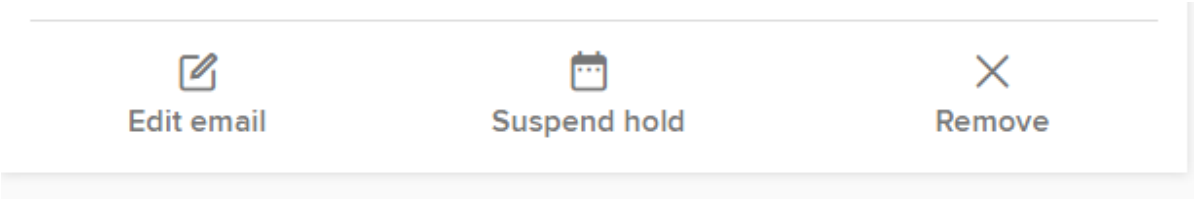
Available now: See only the results that are immediately available for check out.
Audience: Choose items intended for a specific audience/age range such as Juvenile, Young Adult (teen), General Adult, and Mature Adult (titles with more graphic content).
Date Added: Only show titles that have been added to the collection in the last 7 days, 14 days, etc.

Borrowing an Item/Placing a hold

Once you have chosen an item to borrow, click on it. If it is available for download there will be a blue banner across the top of the cover that says **Available**, if it is unavailable it will have a white banner that says **Wait List**.

1. To borrow the item, click on its cover and chose **Borrow**. The item will now be sent to your **Loans** page which can be accessed by clicking the book icon in the top right corner.

2. If your item is currently unavailable, you can be added to the wait list. You will then be prompted to enter your email. Once the title is available, you will receive an email to notify you. To manage your holds, press the book icon in the top right, then select **Holds** from the list on the left. You can change the email address that the notification is sent to, you can suspend the hold, or you can cancel the hold.



Using Overdrive with Your eReader

You can use an eReader to read your Overdrive books. Currently, Overdrive is compatible with Kobo eReaders, but not Kindle (with the exception of Kindle Fire).

Once you have chosen a book, you will need to download **Adobe Digital Editions** (ADE) onto your computer. Go to http://www.adobe.com/solutions/ebook/digital-editions/download.html and choose the software that is compatible with your computer (Windows vs. Mac). Follow the prompts to complete the download.

After you have downloaded the program, you will need to authorize your computer using an Adobe ID; follow the prompts to authorize.

To add a book to your eReader

1. Go to the Ontario Library Service site on your computer, click **Borrow** on the book you want and go to your Loans page. Once there, click **Download** beside the title you wish to read. If given an option for file type, always choose **EPUB**.

2. Once you have clicked **Download**, a bar will open on the bottom of your screen, click on the book title when it appears there. (If you are using Mozilla Firefox, a box will open, choose "Open with Adobe Digital Editions" and click OK).

3. Your book will open in ADE. Click **Library** in the top left of ADE. You should now see a screen (Library) of all the books you have out.

4. Plug your eReader into your computer and turn it on, select **Connect**. It should now be listed under **Devices** in ADE (this may take a moment).

5. Click on the book cover and drag it over to your device listed under **Devices**. The device name should highlight when your book is in the right place to be dropped in. You should see a green plus sign (**+**) when correct.

6. Eject your eReader from the computer, the book should now be available to read on your eReader. Your eReader might say something like, "New content has been added to your eReader."