

# Adobe Digital Editions

## for Windows

# eHelp Guide

### **This Brockville Public Library eHelp Guide will help you to ...**

... Learn how to use  
**Adobe Digital Editions** to read and  
organize your eBooks, as well as how to:

- ✓ **Create** your own **Adobe ID**
- ✓ **Download** and **install Adobe Digital Editions** on your computer
- ✓ **Authorize Adobe Digital Editions** with your **Adobe ID** to borrow Library eBooks
- ✓ **Use Adobe Digital Editions** to read, return and/or delete Library eBooks



**BROCKVILLE  
PUBLIC LIBRARY**

[www.brockvillelibrary.ca](http://www.brockvillelibrary.ca)

*Created 24 February 2013*

## About Adobe Digital Editions

**Adobe Digital Editions** is free software that allows you to view and manage eBooks and other digital publications. You can use it to download digital content from some of the Brockville Public Library's different eCollections, as well as read both online and offline. Most important, you may transfer copy-protected eBooks from your personal computer to other computers or devices. **Adobe Digital Editions (ADE)** supports industry-standard eBook formats, including PDF/A and EPUB.

## About Adobe IDs

Most eBooks from online booksellers and libraries are protected by Digital Rights Management (DRM). DRM prevents the unauthorized copying or redistribution of eBooks, to protect the rights of authors and publishers. **Adobe Digital Editions** helps ensure that your eBooks and other digital publications are not "locked" on one computer. They are assigned to you through an **ID** as you download them, and can be viewed on any compatible device you own that you activate with that **ID**. You can register for a free **Adobe ID**, then use it to authorize up to six different computers or other devices, so that you can share your digital content from one device to another.

**You should create an Adobe ID and password before downloading and installing Adobe Digital Editions.**

## How to Create Your Adobe ID

1. In your web browser, go to:

<https://www.adobe.com/account/sign-in.adobedotcom.html>

and click on “Don’t have an **Adobe ID**?”

My Adobe account

Use your Adobe ID to download free trials, buy products, manage orders, and access online services such as Adobe® Creative Cloud™ and Acrobat.com. Plus, be a part of the thriving Adobe online community.

**Sign in**

Adobe ID  
Email address

Password  
Password

Remember me

**Sign in**

[Don't have an Adobe ID?](#)

[Trouble signing in?](#)

2. Fill in your account details. When you reach the bottom of the page, click on the blue “**Create**” button to proceed.

Create

3. Make note of the email address and password you set up in your Adobe account – you will need them when you install the **Adobe Digital Editions** and/or Overdrive Media Console software!

**You might want to write them down somewhere safe so that if you need to use them in the future, you have them at your fingertips.**

## How to Download and Install Adobe Digital Editions

### What You Need:

- ✓ A computer with: Windows 7, Windows Vista®, or Windows XP SP2
- ✓ A supported browser, for example:
  - Internet Explorer® 8 (or newer)
  - Firefox® 3 (or newer)
  - Chrome

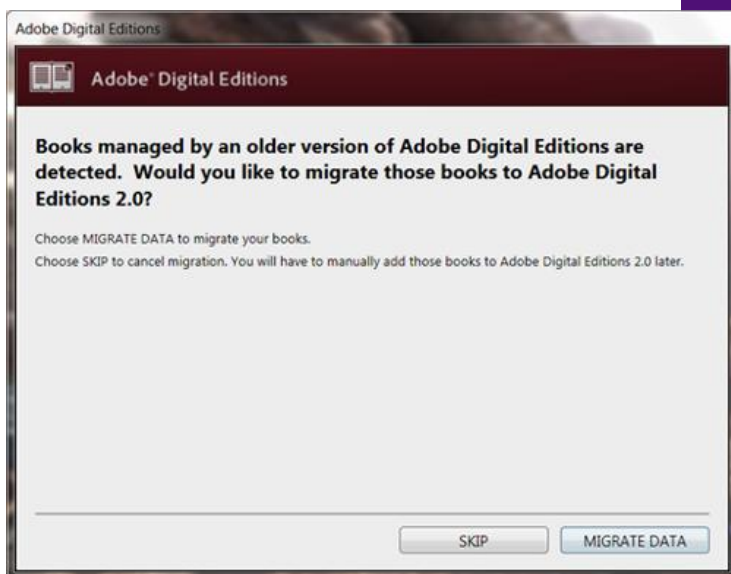
1. Visit the **Adobe Digital Editions** website at:

<http://www.adobe.com/products/digital-editions.edu.html>

2. Click **“Download now”** to go to the download page.
3. Under **Adobe Digital Editions 2.0 Installers**, click the **“Download *Windows*”** link to download the installer.
4. Depending on the version of Windows you are using, you will see different pop-up prompts. You want to **Save** and/or **Run** the **ADE\_2.0\_Installer.exe** file.
5. When the “Setup” window opens, review and accept the license agreement by clicking in the box, then click the **“Next”** button.
6. Select the options you prefer, leaving the first option checked. Click the **“Next”** button.



7. Confirm the download location then click the “**Next**” button. The default location is usually a good choice, but you can change it if you like.
8. If an earlier version of **ADE** was previously installed, you can choose whether or not to **Migrate Data** or **Skip** this step. Migrating data imports your old checked out or owned eBooks into the new **ADE**.



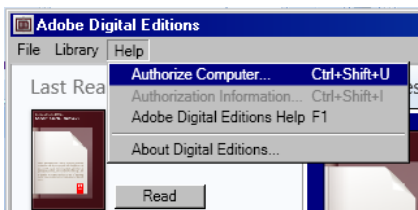
9. If you currently have an older version of **ADE** installed, you'll get the option to remove it. We recommend you remove the old **ADE** to avoid confusion and possible download errors.
10. Click the “**DONE**” button to exit the Setup and launch **ADE**. Now, you can authorize your computer and/or device with your **Adobe ID**.

## How to Authorize Adobe Digital Editions

The first time you use **Adobe Digital Editions (ADE)** on a new computer for reading eBooks, you will be prompted to “authorize” **ADE**. To enjoy eBooks on additional computers or devices, be sure to authorize each one with **the same Adobe ID**. *Note: These instructions are for **ADE 2.0**. Please make sure you are using the most up-to-date version before continuing.*

### What You Need:

- ✓ **Adobe Digital Editions** installed on your Windows or Mac computer
1. If you aren't prompted to authorize **ADE** the first time you open it, you can go to Help > Authorize Computer (if you have not already authorized).



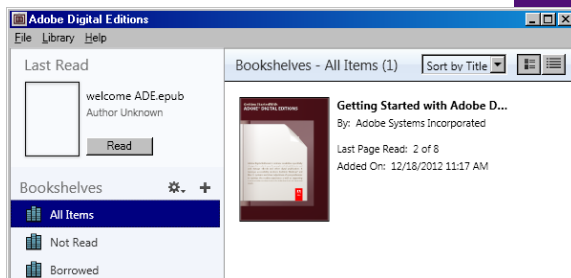
2. If you have an **Adobe ID**, enter it along with your password. If you do not have an **Adobe ID**, click Create an **Adobe ID** to make one on Adobe's website. Follow the instructions on Page 3 of this **eHelp Guide**. Once you're done, return to the **Adobe Digital Editions** dialog box and enter your **Adobe ID** and password.
3. Click "**Authorize**". Your computer is now authorized with your **Adobe ID**.

## How to Use Adobe Digital Editions

There are two different views in **ADE: Library** mode and **Reading** mode. **Library** mode allows you to organize your own library of eBooks, transfer eBooks to and from another device, and return and/or delete borrowed items.

**Organize Your Library:** The left panel of **Library** mode shows the eBook which you had most recently opened, plus the list of “bookshelves” where you may organize your eBooks. The right panel shows the contents of the bookshelf you have selected.

To organize your **Library**, you can move your eBooks to different shelves:



- Click on an eBook title on the right panel,
- Drag it across the screen, and
- Drop it on your preferred bookshelf (release the mouse button).

You can create your own bookshelf by clicking the **+** (**New Bookshelf** button).

**Transfer an eBook to a Device:** If you attach a compatible\* eReader device to your computer, it will appear in **Library** mode above your bookshelves. You can transfer eBooks between your computer and your device the same way you move your eBooks from shelf to shelf: Click, Drag and Drop (see “**Organize Your Library**” above).

\*For a list of compatible devices, please refer to Adobe’s website: <http://blogs.adobe.com/digitalpublishing/supported-devices>

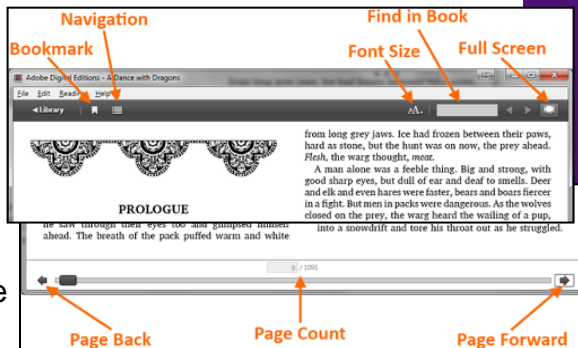
## How to Use Adobe Digital Editions cont'd

**Return a Borrowed eBook:** In **Library** mode, right-click on the title you would like to return. Click **Return Borrowed Item**. A dialog box will appear asking if you are sure you want to return the eBook. Click **Return**.



**Read an eBook:** To go from **Library** mode to **Reading** mode, simply double-click on the eBook title you want to open. In **Reading** mode, the eBook you have opened occupies the whole **ADE** window. When the book opens, you can start reading right away, or customize things a bit.

**Navigate an eBook:** Use the arrow keys on your keyboard or the Page Back and Page Forward buttons to turn the pages. NOTE: There are slight differences in navigation and magnification features, depending on which format of eBook (EPUB or PDF) you are reading.



For more information, please refer to the Help section of **Adobe Digital Editions**, or contact the Information Desk: **(613) 342-3936 ext. 26**