

Apple Devices & OLS Download Centre Media eHelp Guide

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

...learn how to borrow and read library books on your mobile **Apple**. You'll learn how to...

- ✓ **Download & Install** Overdrive Media Console
- ✓ **Authorize** your device with an Adobe ID
- ✓ **Get Books** by connecting to the OLS Download Centre



**BROCKVILLE
PUBLIC LIBRARY**

www.brockvillelibrary.ca

Created 24 February 2013

What You Need to Know

Copy-Protection and eBooks:

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. DRM or copy-protected eBooks 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.

Library staff will be happy to answer questions about the library's downloadable materials. Questions about the general operation of your specific device would be best directed to the device manufacturer.

How to Download and Install OverDrive Media Console

To download and manage Library eBooks from the **Ontario Library Service (OLS) Download Centre** using your **Apple device**, you need to download, install and authorize your device with a free Apple app (program) called **OverDrive Media Console**.

What You Need:

- ✓ An **Apple device**
- ✓ A wireless connection to the internet

Steps:

1. On your **Apple device**, select the **App Store** icon.
2. Search the **App Store** (by tapping the magnifying glass) and type “**OverDrive Media Console.**”
3. Select **OverDrive Media Console** from the search results.

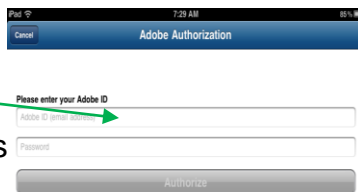


4. Touch the **Install** button, and enter your Apple ID information if asked for.

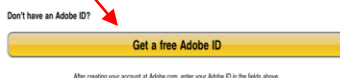
How to Authorize Your **Apple Device**

1. Touch the **OverDrive Media Console** icon to open the application.
2. If the **About OverDrive Media Console** window appears, touch the **Close** button.
3. Select “Sign In”.

4. If you already have an **Adobe ID, “Sign In”**
Enter your **Adobe ID** and password and press the Authorize button.



5. If you do not already have an **Adobe ID**, go to the bottom of the page and select, “Get a free **Adobe ID**”



6. Remember to note all the information about your Adobe ID for future use. (You may want to authorization another device or computer with this **same ID in future**).

Signing In

Depending on what device you are using, and whether or not you have asked your device to remember your login information, Overdrive Media Console will either open to your bookshelf (like the screen below) or to a general welcome page where you can sign in (see 3, below).

1. To get books, tap on the **Get Books +** button.



2. Tap the plus sign at the top of the screen to Add a Library. Enter **Brockville Public** and click on search. The app will discover that Brockville is part of the **Ontario Library Service Download Centre** consortium and you will see our listing.
3. You will see a listing for Ontario Library Service Download Centre with a white star beside it. Tap this star to turn it yellow and it will save our library in the list then click on the entry.
4. **Sign in** at the top right. (This will give you access to your account information, as well as extra titles that we have purchased for Brockville only).



5. Choose Brockville Library from the drop down list. Then type your full library **barcode**
6. The screen will display your account information.

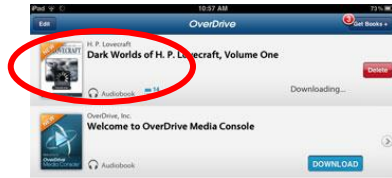
There are 4 icons across the top of the screen. Tap each to access: [home](#), [browsing menus](#), [a search form](#) and, [Help files](#).

For details on exploring this site, please refer to our **OLS Download Centre eHelp** guide available from the Information Desk or from the library's website.

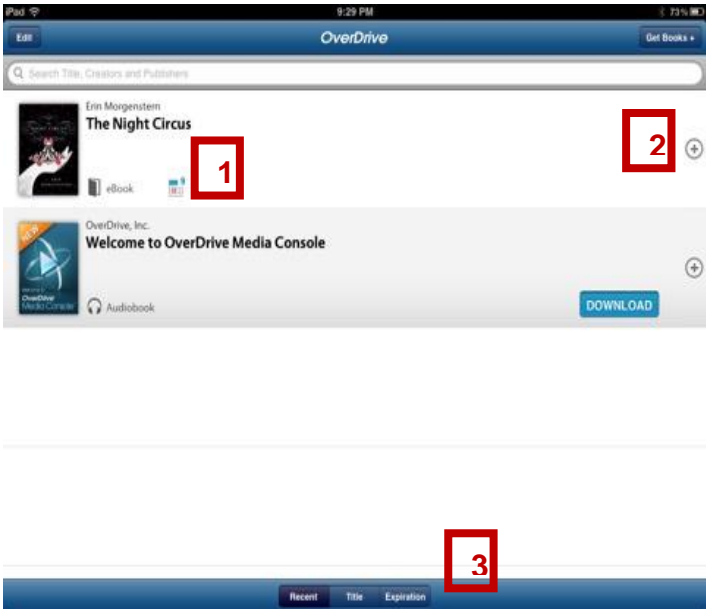
After you download a book you will find it on your app's bookshelf

To access the bookshelf on your Apple device, click on "Bookshelf" in the top right hand corner.

The screen will flip and you will see the bookshelf of books stored in the app on your device.



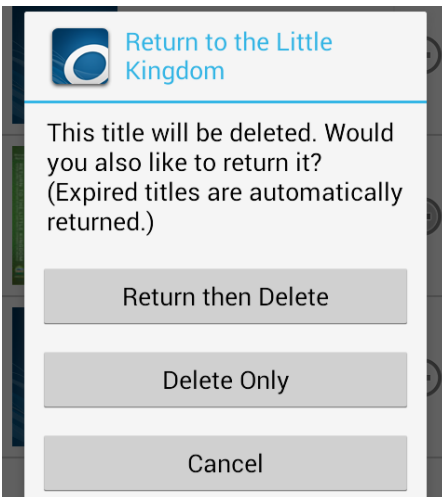
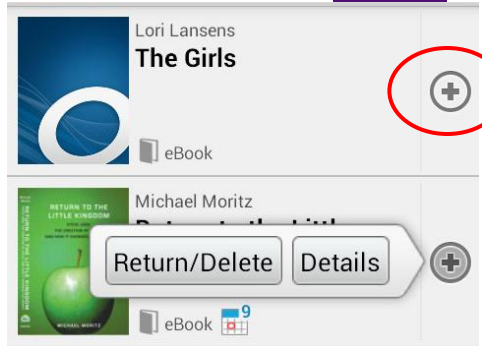
There are a number of features you can see from your bookshelf. You can see how many days are left of your loan period (1), you can click on the + symbol and return/delete the title (2) or look at the details and you can sort your book shelf using different options (3)



Returning and deleting books

In your Bookshelf, you will notice a + symbol beside each title. Tap this and you will have an option to Return/Delete or to see more details about the title.

When you tap Return/Delete you can choose to Return then Delete or Delete only (if an item has already expired, you will only get an option to delete).



It's generally best to both Return and Delete when given those options, as this frees up the book for the next user. (If you wish to do neither, simply tap **Cancel**).

For more information about downloadables available from the Brockville Public Library, please visit our website at:

www.brockvillelibrary.ca/ebook-download.htm

You can also sign up for a tutorial at the library. Visit the Information Desk or call 613-342-3936 for more information.