

Slide 1



Learn how to download ebooks and transfer them to your ereader. Presented by Lauren Stokes, Virtual Library Manager.

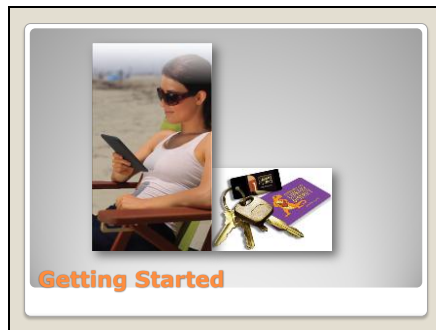
Contact information for additional assistance:

702.507.6300 or via email ask@lvccld.org

What you need:

- Requires a Kindle eReader or Kindle Fire or a computer, tablet or mobile device with the Kindle App installed.
- Wifi access to download eBook to your device. (Note: 3G will not work with Library eBooks). You can read, view or listen without being connected to the Internet. You can use a computer and USB cable to transfer ebooks to your Kindle if you don't have WiFi.
- You need to be a patron who lives in the LVCCLD, North Las Vegas or Boulder City taxing district with a library card in good standing. (Henderson patrons will need to use Henderson Public Library downloadable catalog.)

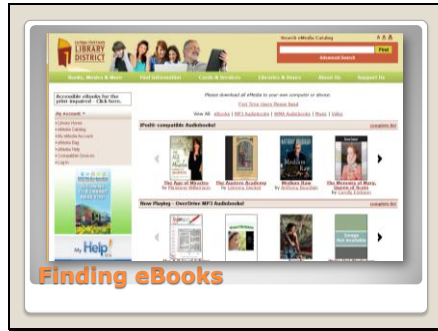
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Before you do anything else, do THREE things:

- Make sure your library card is up to date You can call your library or the Virtual Library at 507.6300 and they'll check it for you. Keep your library card handy - you'll need it!
- ON A COMPUTER, log in to your AMAZON.COM account. Just leave it open for now.
- Turn on your WiFi, or go to someplace that has WiFi OR if you don't have WiFi you can transfer your Library eBooks using the USB cable which came with your Kindle

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Go to the eMedia Catalog at – <http://ebooks.lvccld.org>

- The eMedia Catalog is hosted by OverDrive and LVCCLD has selected content just for our patrons.
- You may borrow up to 50 items at one time.
- Have 25 items on hold
- These numbers are separate from physical materials in the library.
- Titles are available 24/7 anytime, anywhere.

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- Go to eMedia Catalog – <http://ebooks.lvccld.org>
- There are several ways to access the ebook collections
- To Browse eBooks – on left side there are *eBook Fiction*, *eBook NonFiction* and *Browse Collection*
- Click **eBook Fiction or Non-Fiction**

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Click on **Complete List** – right hand side of each section

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Couple of things to note:

- Up near the top where it reads **Search results** it shows the number of titles available in this format.
- Underneath you **Sort by** Title (which is the difficult sort) release date, most popular, and date added to site.
- **Available copies** – shows how many are currently available for lending.
- Action links - **Add to eMedia Bag** or **Request Title**
- **Add to Wish List** – keep of list of books you want to read.
- **Rating Stars** – use to keep track of what you have read.
- Click on any title or any book cover to view more information about the book.

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What formats are available?

For ebooks – ePUB, PDF with DRM and Kindle. Also open (without DRM) version of PDFs.

One Copy – One user model which is the same as with the print books in the library. When a copy is checked out it is removed from circulation. Just like the print books you can request items when all copies are checked out.

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Finding Available Titles

To find only available titles - **check off** the box at the top and click **Submit**.

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Choose a title which you would like to checkout.
For your Kindle eReader or app you will need to choose the **Kindle Book**
Click on add to **eMedia Bag** next to the Kindle Book

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Note the lending period for your title. This is the default lending period for the eMedia Catalog. You will be given the opportunity to change the lending period at checkout.

Lending periods are 7, 14 or 21 days for eBooks.

Please note there are no renewals with eMedia but items have unlimited checkouts as long as another patron is not waiting for the item.

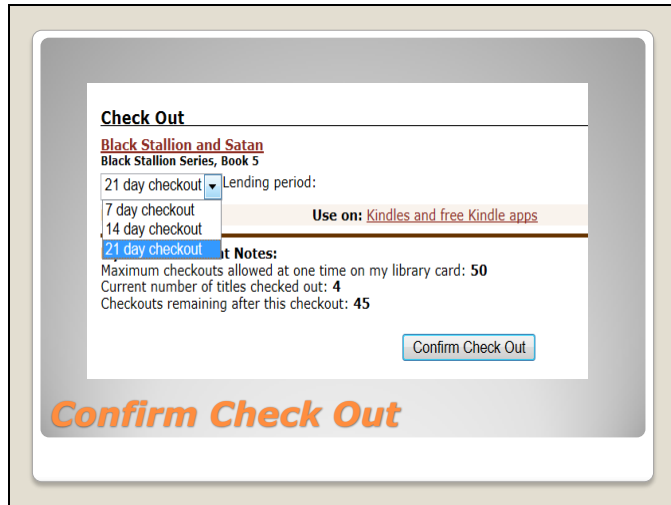
Click **Proceed to Checkout**.

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Log in with your Library District (Select Las Vegas-Clark County Library District, unless you live in Boulder City or North Las Vegas)

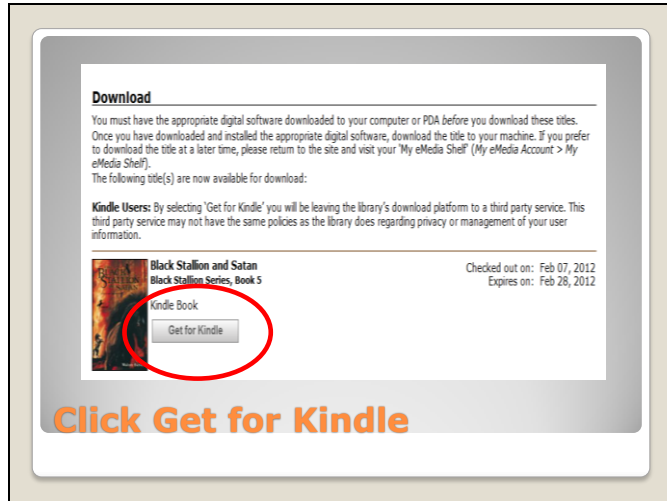
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The checkout screen informs you how many titles you have checked out and how many will be left after this checkout.

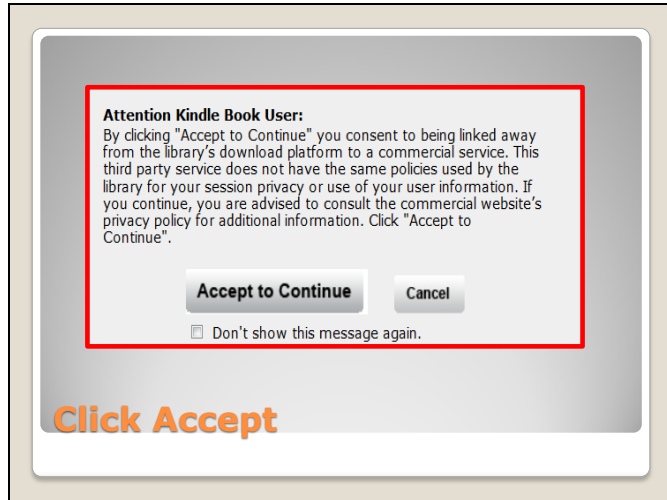
- You can change your lending period by clicking the **drop down arrow** and select one of the lending periods. (Later you will learn how to save your own lending period defaults so you don't have to change it.)
- Click **Confirm check out**

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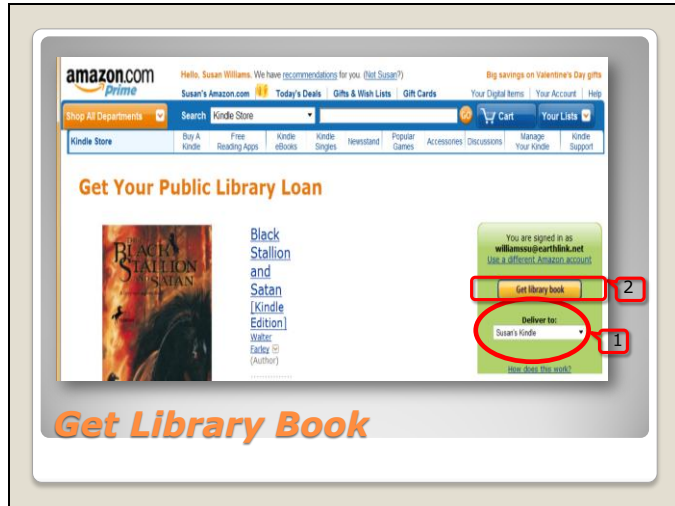
Click **Get for Kindle**

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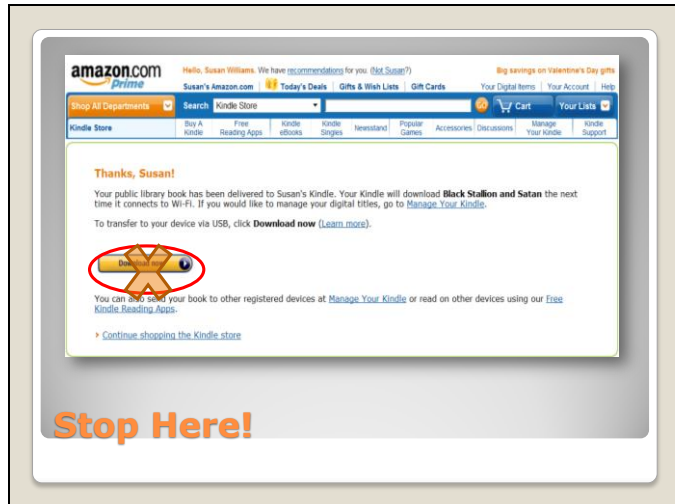
You can click next to "Don't show this message again", and then click on "Accept to Continue". Just remember, from here forward, you're at the Amazon.com website!

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- Select down arrow under **Deliver to**
- Select which Kindle you want to send this to. (Some people have several - a regular Kindle, their Kindle Fire, a Kindle app on their home computer... Pick the one you want!)
- Click **Get Library Book**

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Stop Here! This page confuses a lot of people!

You can **IGNORE** the "Download Now" button entirely, unless you don't have WiFi!

If you DON'T HAVE WiFi, skip to Slides 21-27.

Note: MP3 eAudio Books need to be transferred using USB Cable.

With WiFi : You're **DONE** with your computer for right now.

- Go get your **KINDLE**, turn it on, and click the **HOME** button. You'll see the titles you currently have on your Kindle.

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- If your WiFi is already turned on, your new title may already be there!
- If WiFi is not turned on you need to be connected to WiFi.

Note: Kindle DX and some Kindles only have 3G. It won't work. You will need to manually transfer the eBook using your computer.

Follow the steps for transferring eBooks using an USB cable on **Slides 21-27**.

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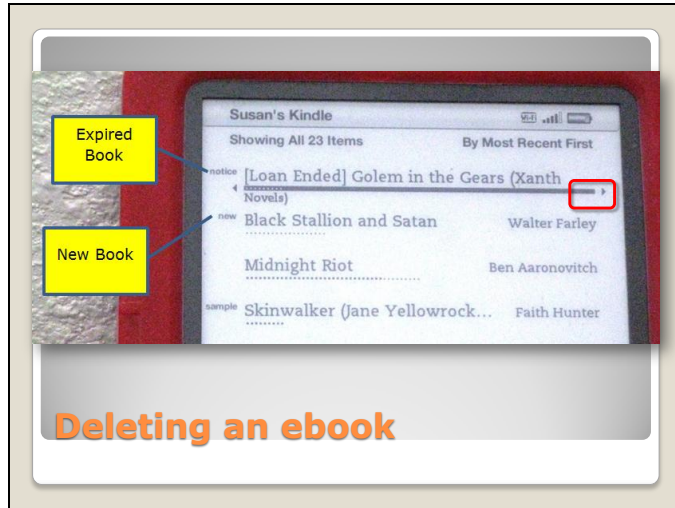


Now my WiFi is connected, and I can click "Sync" and get my book. Your book may arrive automatically! (On a Kindle Fire or a Kindle Touch, the "Menu" button may look like a little gear in the upper hand corner of the screen.)

Click on the title of your book, and start reading!

At the end of your checkout period, you'll get an email, and the book will come off your library card automatically. You don't need to do anything! No fines, no overdue books!

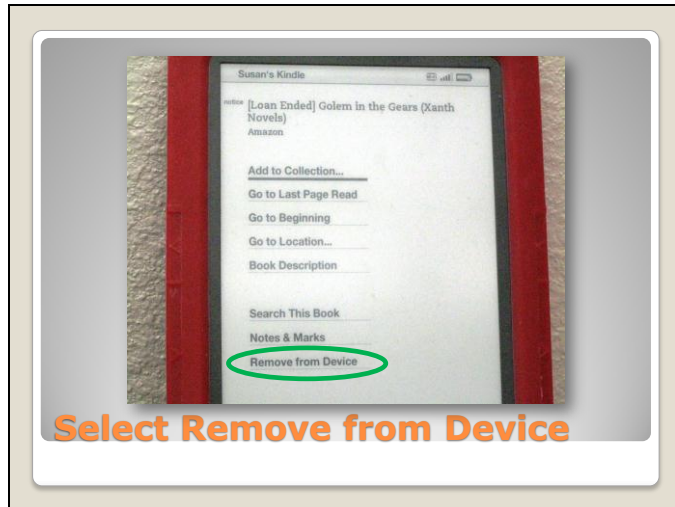
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How about books that are expired? How do you get rid of them? (Look at Golem in the Gears, at the very top- that's an expired ebook that I want to get off my Kindle reader.)

Right click that title and you'll see a menu.

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Select **Remove from Device** and that book goes away!

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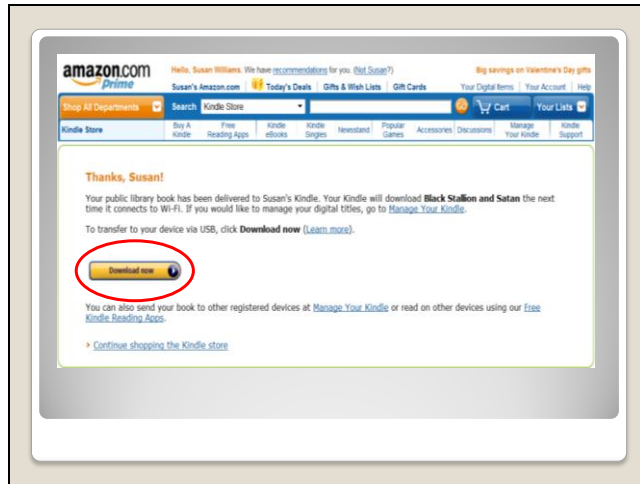


Use the USB Cable to transfer eBooks if you don't have WiFi and MP3 eAudio Books.

Plug your Kindle into your computer, using the white cord you use for charging.

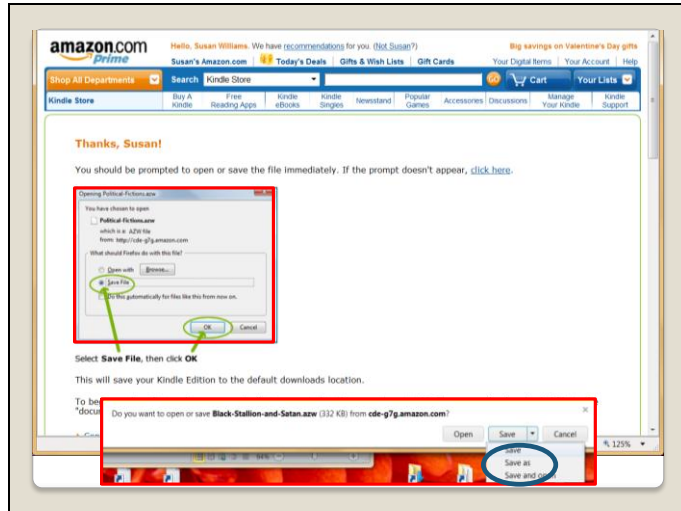
For a video showing how go to transfer using USB cable go to Amazon support:
http://www.amazon.com/gp/mpd/permalink/m1VARB8H29L2XP/ref=ent_fb_link

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Click **Download Now** button!

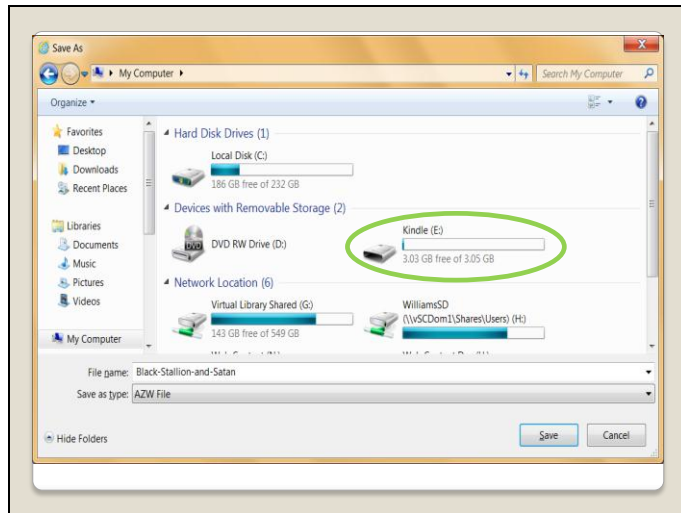
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You'll see an Alert Box - either a square one in the middle of your page, or a long, flat skinny one at the bottom of the page.

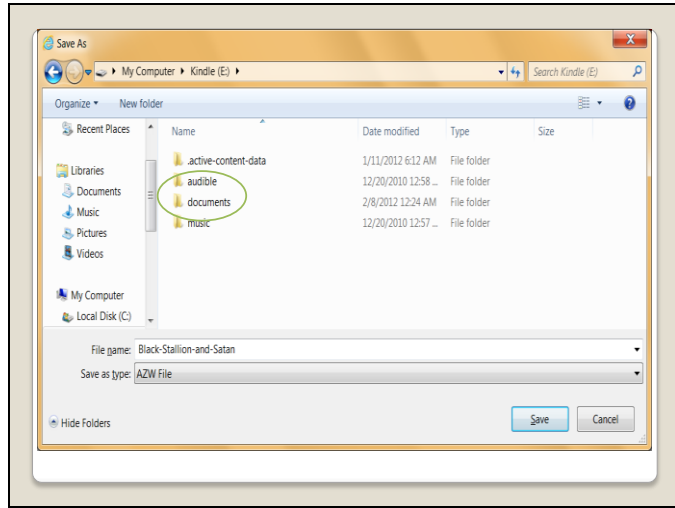
- The alert box will give you the choice of Save As (the down-pointing arrow to the right of the word SAVE), or Ask you were to save it. In either case, save it to your Kindle.
- For either one, click on **SAVE! (Not OPEN.)**

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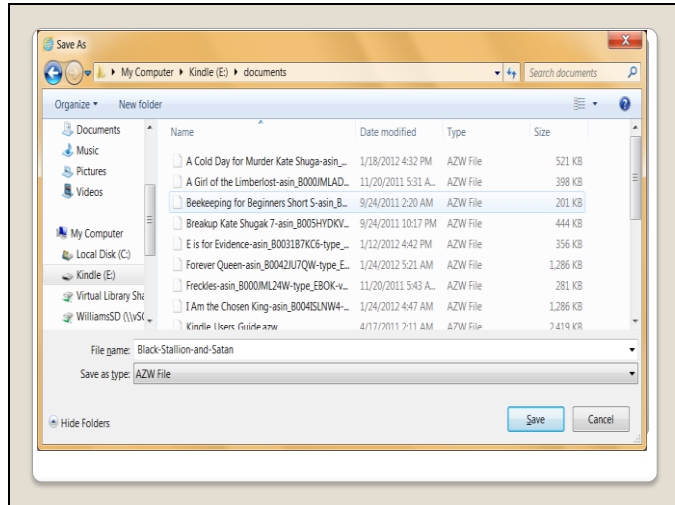
- Find your Kindle in "My Computer" and double click to open it.

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Then double click on **Documents** (that's IMPORTANT!) This is where all your Kindle books live.

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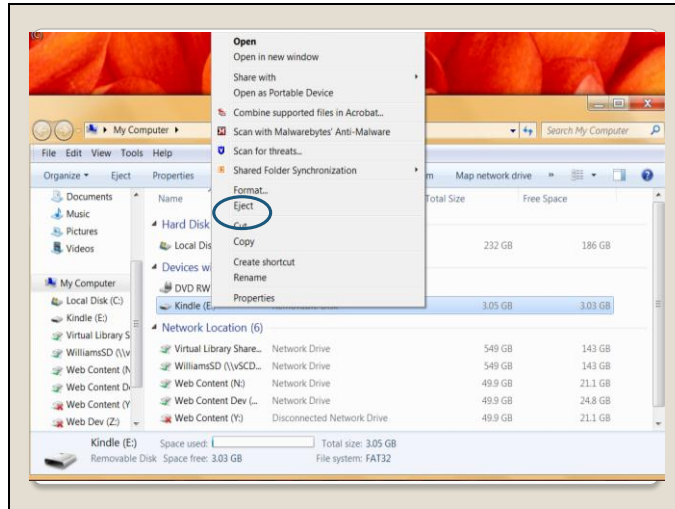


Click **SAVE**

Once it is saved, right click on your Kindle under My Computer, and select "Eject".

Then unplug your Kindle, and you'll see the book. Click on the title and start reading!

Slide 27



Once it is saved, right click on your Kindle under My Computer, and select "Eject".

Then unplug your Kindle, and you'll see the book. Click on the title and start reading!

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•**eMedia Bag** – view items currently added; holds them for 30 minutes.

•**Lending Periods** – personalized you lending periods for each type of format. Note: the default in the catalog is **7 days**.

•**My eMedia Shelf** – displays books currently checked out with a download button.

•**Request Title** – displays all books you have placed on hold. **Note:** You have only 3 days to download the title once the email is sent.

•**Wish List** – Use to create a list of items.

•**My Mobipocket PIDs** – only for those using an older handheld device such as a Dell Axiom or Palm Pilot.

•**Rated Titles** – items you have used the 5 star rating system.

•**Contact Us** – send an email to us recommending titles to buy, get help, etc.

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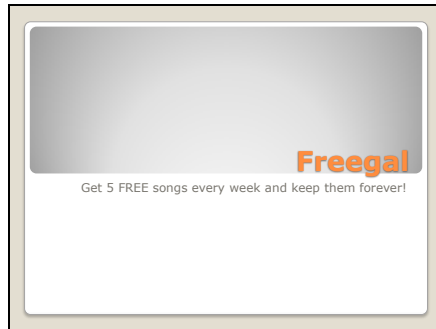


•**Books, Movies and More – eMedia Tab** – Provides monthly reading suggestions
<http://lvccld.org/library/bmm/index.cfm?locn=9>

•**eRead Me Vegas** - Learn what has been ordered for next month, so you can get on the waiting list early, reading suggestions, reviews of devices, software updates and more.
<http://www.readmevegas.blogspot.com/>

•**FAQs, Tips and Tricks for eMedia** – your online help source.
<http://emediatips.wordpress.com/>

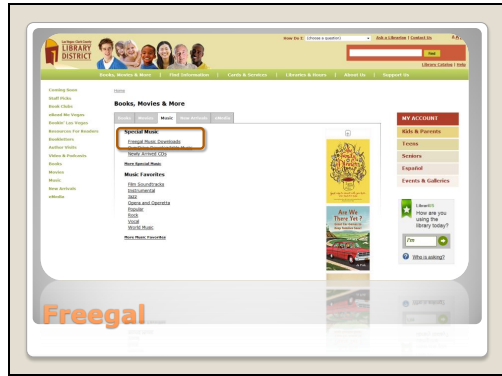
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Freegal is provided by the Library. You can get 5 free songs of your choice every week and keep them forever! Burn to a CD or put them on your MP3 player or eReader if it accepts MP3 files. There are millions of songs to choose from.

You must live in the taxing district of Las Vegas-Clark County Library District. This service is not available to North Las Vegas, Boulder City or Henderson residents. (Henderson residents can use the Henderson Public Library access).

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Find the link on the **Library's Books, Movies & More** page on the **Music** tab.

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Click to access the login page – the first link on the Music tab under Books, Movies & Move.

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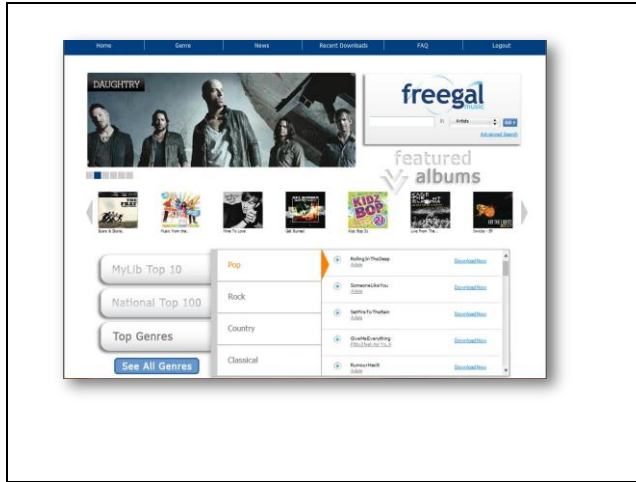
Login with your Library barcode number and PIN

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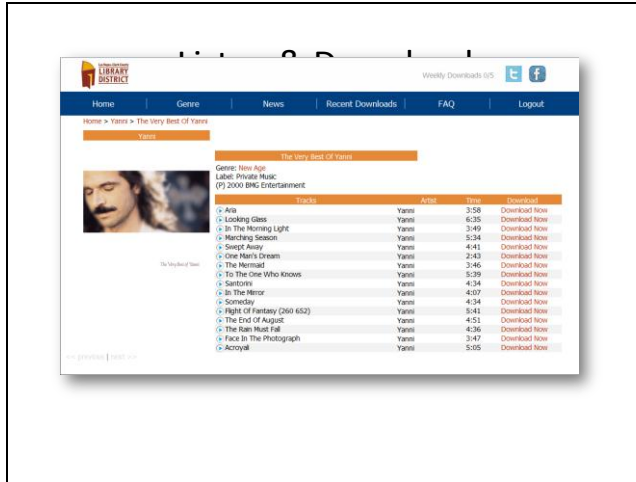
Something for all ages, from Benny Goodman to the latest rock star. Get 5 free songs per week to keep.

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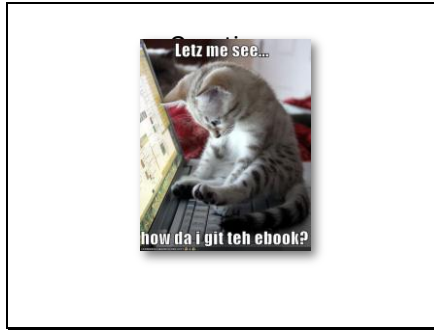


Search for artist or song title or genre

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- Sample the song using the blue button.
- Download and save to your computer or Open with iTunes
- Transfer to a CD or MP3 player.



Do you have questions?

What is the difference between Adobe® PDF eBooks and Adobe EPUB eBooks?

Adobe PDF eBooks text resizing does not work well. PDF works well for graphic novels, illustrated titles, and other titles with specific formatting.

Adobe EPUB eBooks feature re-flowable text, which means you can resize the text or change the size of your display and the text of the Adobe EPUB eBook reflows to fill the available view area. This makes Adobe EPUB eBooks the best choice for reading eBooks on small screens, like an eBook reader.