WISCONSIN'S DIGITAL LIBRARY powered by **OverDrive**

Nook eReaders
(See Android instructions for Nook Tablets)

*Before you get started, you will need a valid Bridges Library System (Waukesha or Jefferson County) Library card, an Internet connection, and an Adobe ID.

Downloading Software

1. Before you begin, you will need to download Adobe Digital Editions to your computer. This is a free program. Visit http://www.adobe.com/solutions/ebook/digital-editions/download.html
2. You will need to select which platform you are using (Macintosh or Windows). Follow the setup prompts on your screen to complete installation.
3. If you have never signed up for an ADE Account, click the link to sign up now and sign in. This is a one-time set-up. Remember your Adobe ID log on and password—you will need it one more time!

Getting Started
On your computer, open the Overdrive website. The website is accessible at https://wplc.overdrive.com.
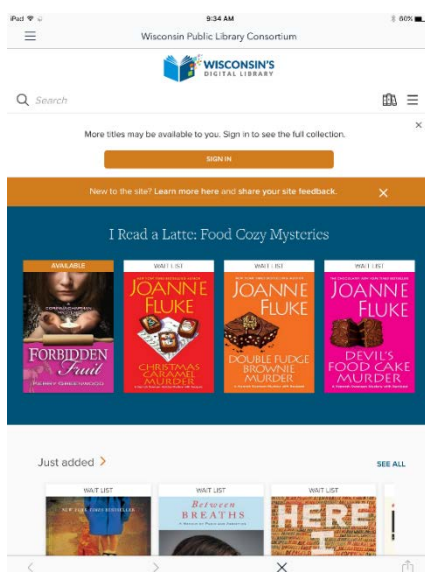
Signing In

You will notice the **Sign In** button at the top of the page. Click this to sign in. Signing in now will allow you to see which titles are available for checkout and which have a waiting list. From the dropdown menu, select **Bridges Library System** and in the next box type in your library card number. Type all letters and numbers into the box. The next box is your pin/password. This may be either your birthdate (if your card was issued prior to 2012) in this format MM/DD/YYYY or the last four digits of your phone number (if your card was issued after 2012). Check the box marked **Remember my card number on this device** if you want the information saved. Contact the library for assistance.

Adjusting the Checkout Period

The first time you use this, it's best to note the checkout periods for each format. In the upper right corner either tap the three bars or the small image of three books. Then select ***My Account*** and ***Settings***. You will see lending periods for eBooks, Audiobooks, and Videos. The default checkout period is set to the shortest checkout length. If you want this to be different, select the checkout period that you want for the formats you are using. Please note that the longest available checkout period for eBooks is 21 days and for Audiobooks it is 14 days. Changing these time periods will adjust the checkout periods for all checkouts going forward.
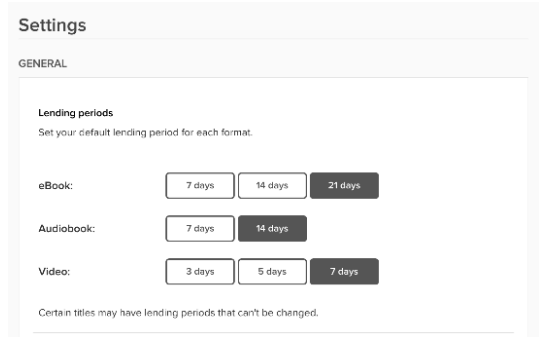
Searching for Items

You're now ready to start searching for items. If you have a specific title or author that you would like to search for, tap the image of the magnifying glass to open the search box. Type in your search terms and tap ***Search.*** Your results will appear with cover images. Items that are available for checkout are marked ***Available*** at the top and those that require you to place a hold are marked ***Wait List***. The format of each item is noted below the image. Also, below the image is the option to either ***Borrow*** an item or ***Place a Hold***. Next to that is an icon that allows you to put an item on your wish list.
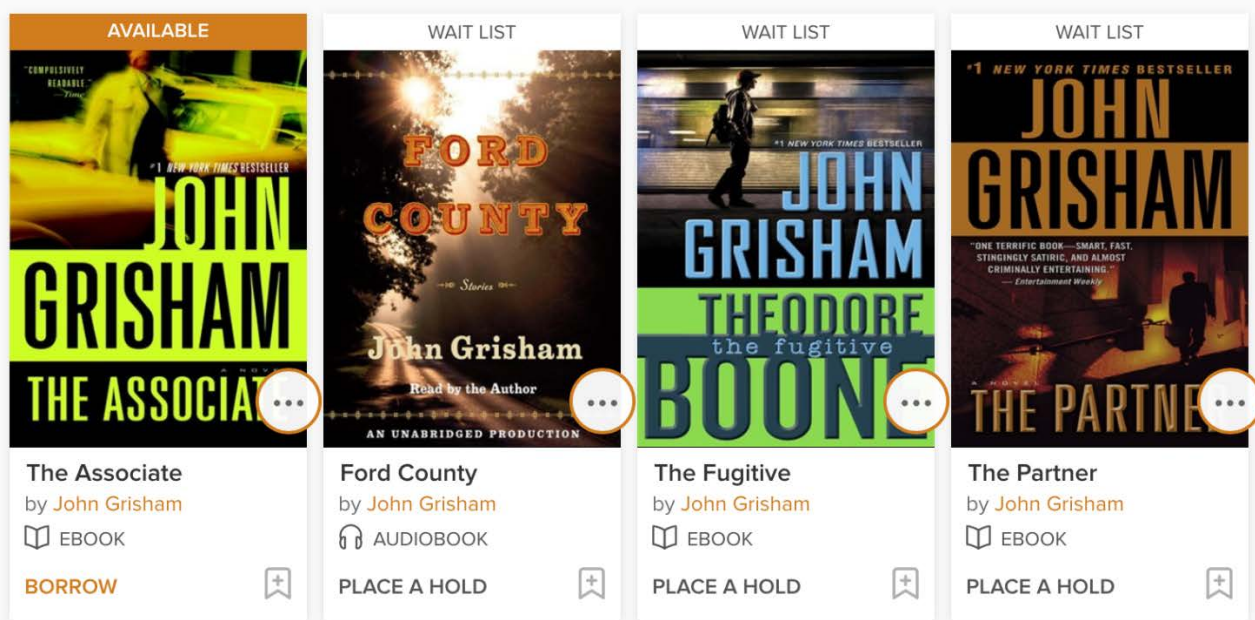
Browsing for Items

If you don't have a specific title or author that you are looking for, but would like to browse by subject, select the three bars in the upper right, and select ***Subjects***. You will be given an extensive list of subjects from which you can choose. Before you choose your subject, you can also limit your browsing to a specific format by selecting the ***Format*** drop down option at the top of the page. This will allow you to limit your items to eBooks.
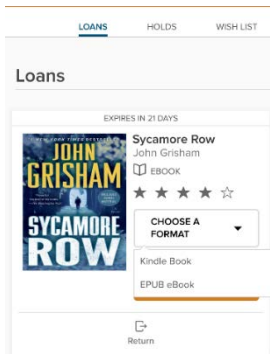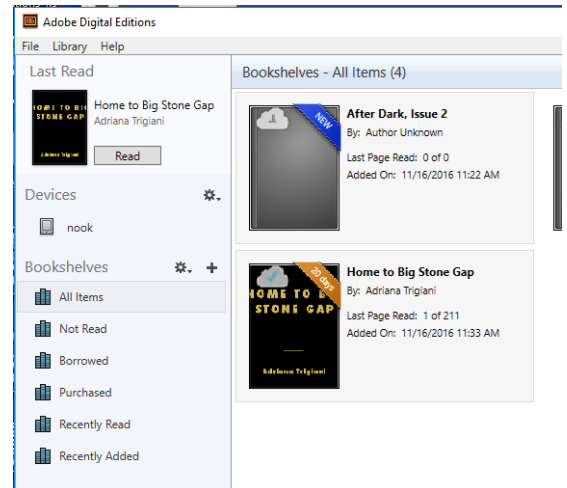
Checking Out eBooks

To check out an item that is immediately available, select **Borrow** below the cover image. The word **Available** above the image will change to **Borrowed**. Select the image and then select **Go to Loans**. You will then be directed to your **Loans** page. You will be asked to select a format. Select the **ePub eBook** format. Your downloaded eBook will open in Adobe Digital Editions.

Transferring an eBook to your eReader

To transfer an eBook to your eReader, open the "Library View" in Adobe Digital Editions (click the **Library** button in the top-left corner, if needed). Plug your eReader into your computer using the device's USB cable. Your device will appear on the left side of the screen. Click and drag the book you have checked out to the device.

Placing and Managing Holds

Items that are not immediately available for checkout require that you be put on a wait list. To do so, select **Place a Hold** below the cover image. Enter your email address and you will be notified via email when the title is available to borrow.

To view what you have on hold, in the upper right corner either tap the three bars or the small image of three books. Then select **My Account** and **Holds**. You will be able to view all titles on hold, what number you are in line for a title, edit the email associated with the hold, suspend, or remove the hold.
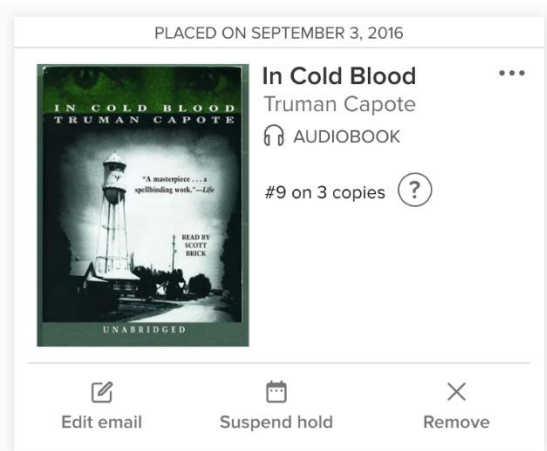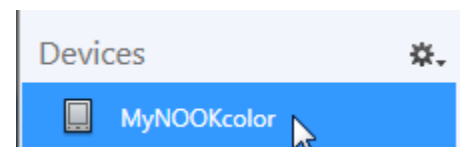
## Returning or deleting eBooks from your computer or eReader
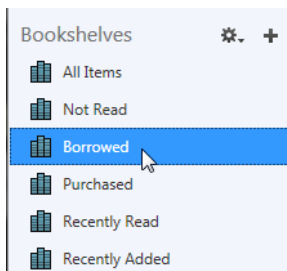
If you want to remove an eBook from an eReader, first connect your eReader to your computer. Open ADE on your computer. Make sure you're in "Library" view. To remove or return titles from your computer, click **Borrowed** under "Bookshelves."

To remove or return titles from your eReader, click on your device under "Devices." Right-click (Control-click for Mac) on the eBook you want to return or delete. Click **Return Borrowed Item** to return the eBook to your library and remove it from your computer. Click **Remove from Library** to delete the book from your computer or device without returning it.

Note: If you delete the book without returning it, you'll still be able to download it from your library's OverDrive website until the lending period expires.

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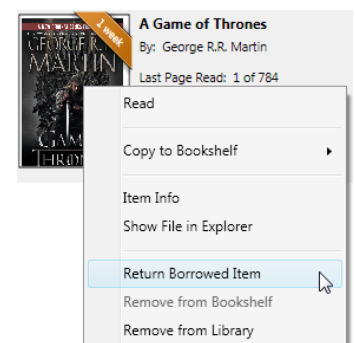
Please note that library cards require an address check every three years. If you are unable to login, you may need to update your information. Contact the library to get updated.

Questions? Feel free to call the Pewaukee Library at (262)691-5670, x 925 for assistance.

11/2016