

Download eBooks/Audiobooks at the Library

iOS (iPad/iPhone/iPod Touch) OR

Android (Tablet/Phone, incl. Nook Tablet/HD) devices

(802) 264-5660 - jmuse@colchestervt.gov

What Do You Need?

- Library Card from Burnham Library
- Tablet/Phone
- Overdrive Media Console App

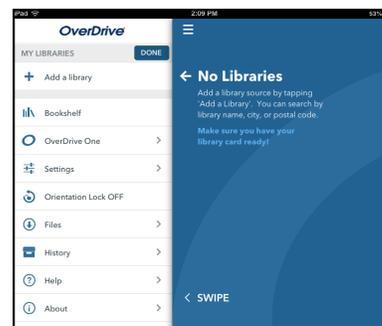
Steps of the Process

1. Using the Overdrive Media Console app, open Listen Up Vermont
2. Find a book, and checkout
3. Read or listen to the book using Overdrive Media Console



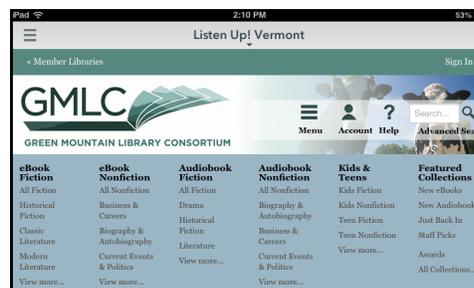
Step 1 - Install Overdrive Media Console app (first-time only)

- A. Install - First, you'll need to find and download the Overdrive Media Console app from the App Store or Google Play. Though the app is free, you may still need to know your tablet's password to download it.
- B. Overdrive Account - After installation, you'll need to create an OverDrive account. Click sign-up, and then enter your information and a password. You'll only need the login if you reinstall Overdrive, or install it on another device.



Step 2 - Listen Up Vermont

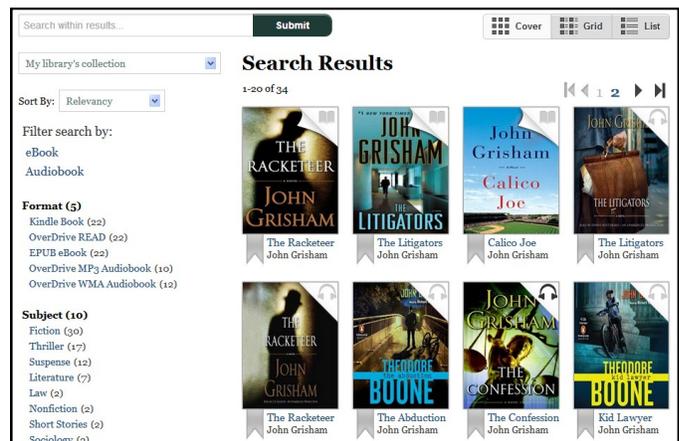
- A. Go to Listen Up Vermont - Open the Overdrive app (it should be a blue icon with an "O"), and click *Add a Library* on the left side of the page. Where it says *Find a Library*, type Burnham Memorial Library, and click *Search*. Choose Burnham from the list. Click the star next to *Listen Up! Vermont* to bookmark the site, and then click the name to open it. It will look the same as if you opened the site in a web browser.



- B. Click *Sign In* in the upper right corner. On the next page, choose our library from the pull-down list. Next, click *Burnham Memorial Library users, please click here to sign into this system*. At the next page, enter the entire code from the back of your library card (codes are 14 characters long and start with PVSN or 2VSN), and click *Login*. If you can't locate your card, give us a call (264-5660).

- C. Searching - To search, enter terms in the search box in the upper right corner. Terms can include title, author, or topic. Pressing enter will bring you to the results page.
- D. Browsing - Clicking Menu near the top of the page will hide or show the list of categories that you can browse within. You can choose other categories by picking *All Fiction* or *All Non-Fiction*, and then choosing a subject on the *Results Page*.

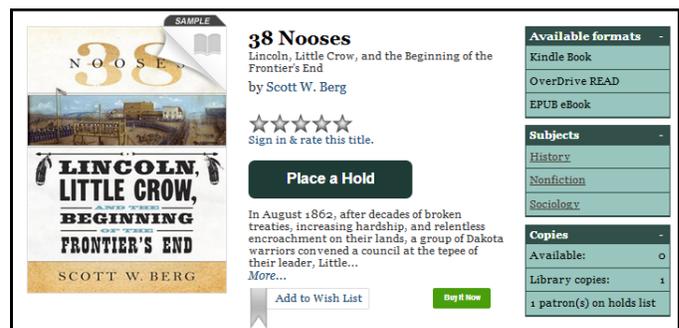
E. Refine your Results - Whether you have searched or browsed, the results page gives you options to limit your results. On the left side, you can *Search within results* to further refine your search. Below that, you can choose *My library's collection*, or limit yourself to *Only titles with copies available* if you'd like something right away. Further down, you can filter by eBook or Audiobook, format, subject, publisher, and more.



F. Working with Results - In addition to showing you an image of the book's cover, the thumbnails give you additional information about the item. The icon in the upper right corner of each shows whether it is an eBook (book icon) or Audiobook (headphones); a black icon shows that it is available, while a gray one shows that the title is out, and would need to be placed on hold. Clicking the gray ribbon to the left of the title places the book on your wish list; a red ribbon shows that it is already on your wish list. The grid and list buttons in the upper right corner show fewer results but with more information.

G. Items - To see more details or download a book, click on its cover. In addition to a short synopsis, you can see the available copies, the total copies, and the number of patrons on the hold list. If the available copies are zero, you'll need to place a hold.

H. Placing a Hold - You can add yourself to the hold list by clicking the *Place Hold* button. Enter your e-mail address twice, and then click *Place Hold*. Use an address that you check fairly often, as this will be your only notice that a book is ready. Once notified, you'll have three days to checkout the book. At that point, login to Listen Up Vermont, click *Account*, and choose *Holds*. Follow the *Borrow* instructions below.



I. Borrow - If you see a *Borrow* button, a copy of the book is available. Clicking it leads to your bookshelf, which shows new titles as well as other titles that you currently have out. By clicking *Download*, you can select your format and then click *Confirm & Download*. For eBooks, you can choose any of the EPUB or PDF formats - the EPUB format is generally preferable.

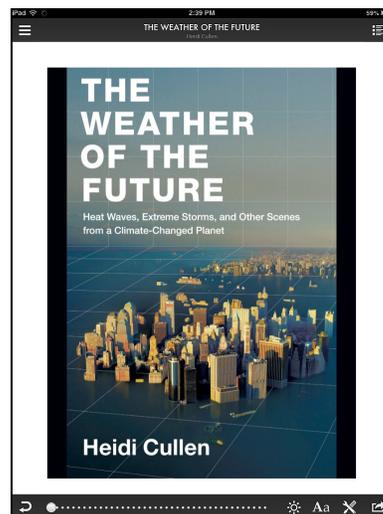
- J. Wish List – If you find a title that you would like to remember for later, you can click *Add to Wish List* on the item page (note - this does not add you to the waiting list). You can reach your list by clicking *Account*, and clicking *Lists*, and choosing *Wish List* from the pull down.
- K. Suggest Purchase—If you can't find what you're looking for during a search, you can click the link at the bottom of the page that says “Don't see the digital titles you were hoping to find?” This will show whether the items are available from the vendor at all; if they are, you can click *Recommend*, and your suggestion will be sent to the Listen Up Vermont administrators.
- L. Settings - Clicking on *Account* gives you access to your bookshelf (which lists titles that you are currently borrowing), your *Holds*, and any *Lists* you might have (including your *Wish List*). From *Settings*, you can change your default lending period for eBooks and Audiobooks.

Step 3 - Getting around the Overdrive app

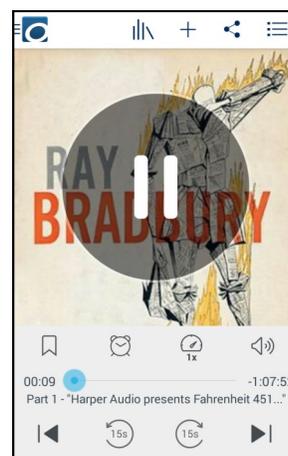
A. Navigation - To open the Home menu, click the three horizontal bars in the upper-left corner of the screen. That gives you a menu of options, but two are the most important: *Listen Up! Vermont* brings you back to the website, while *Bookshelf* shows the items that you currently have out.

B. Bookshelf - This shows all of the titles that you currently have out. To read a title, simply tap on it. To return an item, tap and hold.

C. Reading - While reading, swipe left or right to turn the page. Tapping the center of the screen brings up icons on the top and bottom; tapping again hides the icons. The icon in the upper-right corner brings up the table of contents, and the slider at the bottom allows you to a new page. At the bottom right, the sun icon controls brightness, the *Aa* icon controls font size and styling, and the crossed wrench and screwdriver controls spacing and margins. Pressing and holding on a word gives you the option to look up a dictionary definition.



D. Listening - Press the middle of the screen to play/pause. The icon in the upper right hand corner brings up the table of contents. Using the icons just below the book cover, you can create a bookmark, set a sleep timer, change the reading speed, or set the volume. Below that, you can shift the slider to move within the current track. From left to right at the bottom, the icons rewinds to the previous track, moves fifteen seconds back, moves fifteen seconds ahead, and fast forwards to the next track.



Things to Keep in Mind About Listen Up Vermont

- A. Access to Listen Up Vermont is determined by your home library, and not all libraries participate. If Burnham is not your home library, please check to see if yours is on the list.
- B. Listen Up Vermont's catalog is not comprehensive, though it is always expanding – many titles (and entire catalogs from certain publishers) are not currently available as lendable ebooks. If you have one specific title in mind, you may not find it.
- C. Like a physical book, each copy is limited to one borrower at a time – so titles (especially popular ones) may have a number of people waiting. Hold lists can be a crucial part of the process.
- D. Lending periods are not flexible. When your two-week period is done, the title is deleted off your machine, with no grace period. On the positive side, this means that books move from patron to patron without delay.
- E. You may have up to three titles out at one time, and can be on the waiting list for up to five items.