

# Kindle Ebooks @ TSCPL

How to download and use Kindle ebooks from Overdrive  
With your Topeka & Shawnee County Public Library Card

**Note:** These instructions are written for use with an Amazon Kindle. Other ereaders, including the Barnes & Noble Nook, use a slightly different method. The Library has different instructions to help you download econtent for these devices.

## 1. Access the Library's econtent website

Go to TSCPL's Digital Branch  
<http://www.tscpl.org/>

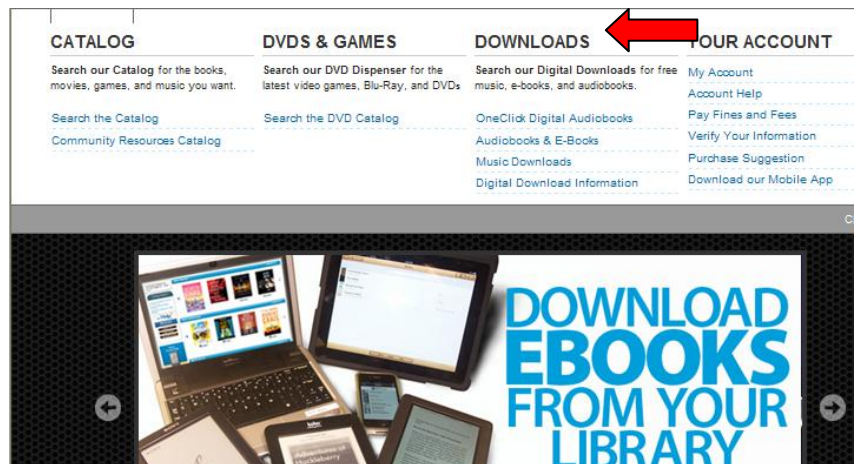
Select "Find Stuff" on the top menu, which drops down a submenu.



## Under "Downloads," Click on Ebooks & Audiobooks (Overdrive)

to continue onto the TSCPL Digital Downloads page.

**Note:** In this section, you can click on the "Digital Download Information" link to get useful tips about using our Overdrive and other econtent services, including links to set up an appointment with a reference librarian to get individual assistance.



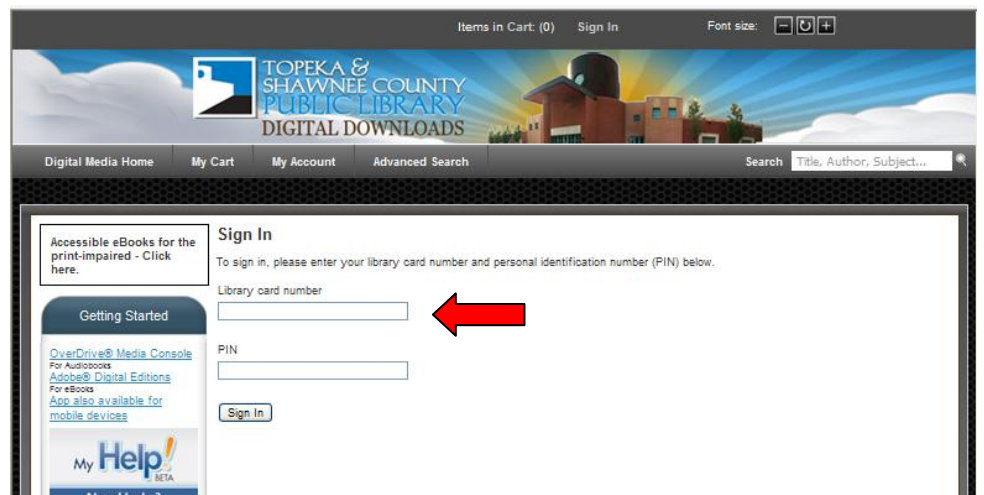
## 2. Sign in with your TSCPL library card.

Before you start browsing for books, sign in with your TSCPL library card. You can log in at check out, but doing it now will save you steps later on. **Click the “Sign in” link at the top of the screen.**



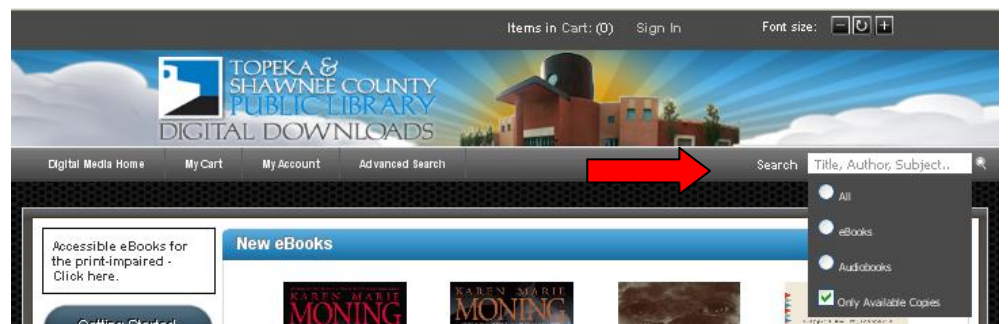
In the first box type **the entire barcode number from the back of your card (with no spaces).**

In the next box type in your **four digit PIN** number (for most customers it is the last four digits of your phone number).



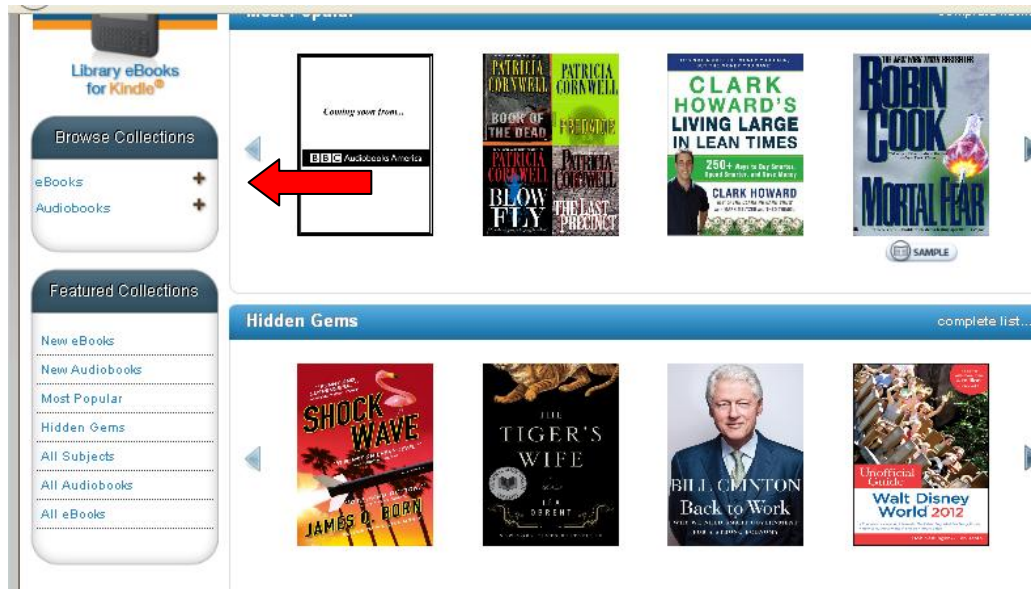
## 3. Search or Browse for Content

Now you need to find something to check out. There are many ways to search for specific materials, including author, title, narrator, etc., in the **“Quick Search” box.**



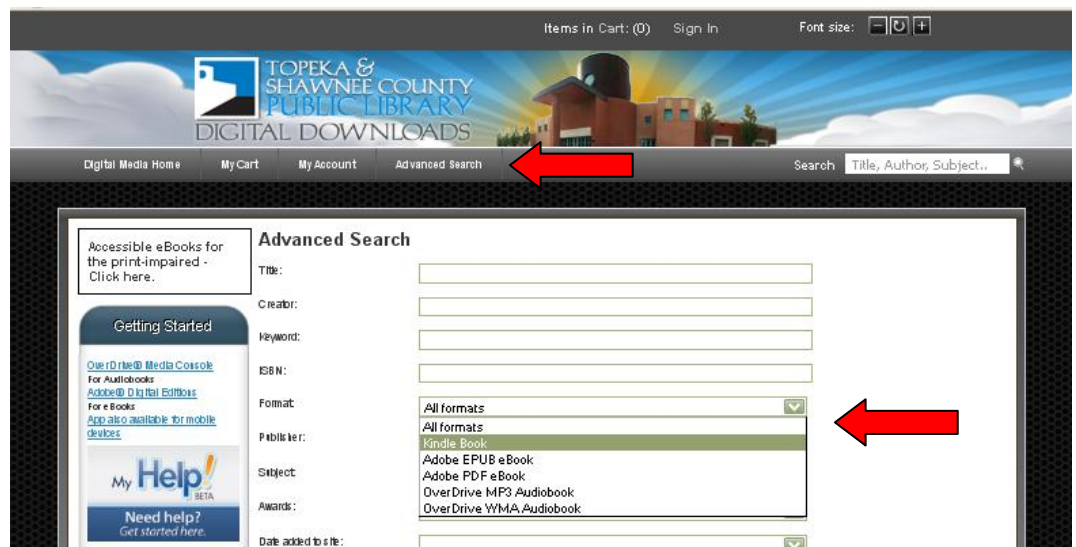
You can also **browse for materials** using the options on the left side of the page, towards the bottom.

There are also options to search through various **“Featured Collections.”** These options are located below the browsing option box.



Or you can click on **“Advance Search”** to quickly find **Kindle titles**.

After clicking on the **“Advanced Search”** link at the top of the page, use the **“Format”** drop down menu and select **“Kindle Book”** to limit your selection to just Kindle compatible items.



**Note:** Another useful option under “Quick Search” and “Advance Search” is the ability to limit to only available items. Simply, check the box that says **“Only Available Copies”** in the **“Quick Search”** box or **“Only show titles with copies available”** on the **“Advanced Search”** page to get a list of all the ebooks currently available for check-out.

## 4. Selecting materials to check out.

As you browse or search, you will see that each item has a list of formats in which that ebook is available. An item **must have the “Kindle Book” format** to be used on the Amazon Kindle.

Adobe EPUB and Adobe PDF are used for other ereaders such as the Nook.

If an item is available, it will give you the option to **“Add to Cart.”** You can also click on the item’s **cover art or title** to open a detailed item page. This page gives you more information about the book including a summary, length, a list of similar titles you might like, and other information.

After looking at the brief or detailed record, if you wish to check out the item, click on the **“Add to Cart”** link on the right side of the page. Make sure you click the link for **“Kindle Book.”**

Overdrive will keep items in your cart for up to 30 minutes, giving you time to continue browsing if needed. You can have up to 10 items checked out at a time.

Once you have all the items you want in your cart, the next step is to check the items out and transfer them to your Kindle.

## 5. Check out items.

On the “My Cart” Screen, click on the “**Proceed to Checkout**” link.

**My Cart**

Please note: Titles added to your Cart will remain there for 30 minutes before they are returned to the library's collection. Please be sure to complete your checkout within this timeframe to avoid losing access to these title(s).

Wicked: The Life and Times of the Wicked Witch of the West  
Wicked Years Series, Book 1  
Lending period: 14 days

Adobe EPUB eBook [Remove](#)

Use on: eBook-compatible computers & devices

Continue Browsing    Proceed to Checkout

The “**Check Out**” screen that appears has a drop down menu that allows you to choose your lending period. The default is 14 days, but you can also choose 7 or 21 days.

After choosing your lending period, click on “**Confirm Checkout.**”

**Check Out**

Wicked: The Life and Times of the Wicked Witch of the West  
Wicked Years Series, Book 1

Lending period: 14 day checkout

Adobe EPUB eBook Use on: eBook-compatible computers & devices

**My Account Notes:**  
Maximum checkouts allowed at one time on my library card: 10  
Current number of titles checked out: 4  
Checkouts remaining after this checkout: 5

[Confirm Check Out](#)

**Getting Started**

[OverDrive@Media Console](#)  
For Audiobooks  
[Adobe@Digital Editions](#)  
For eBooks  
[App also available for mobile devices](#)

**My Help!** BETA  
Need help?  
Get started here.

On the following download page, Click on the “**Get for Kindle**” button.

A new internet tab or window will automatically open to Amazon.com. **You will finish checking out and transferring the ebook to your Kindle from Amazon.**

**Download**

DEXTER IS DELICIOUS  
Dexter Series, Book 6  
Kindle Book

[Get for Kindle](#)

Checked out on: Dec 14, 2011  
Expires on: Dec 28, 2011

**Getting Started**

[OverDrive@Media Console](#)  
For Audiobooks  
[Adobe@Digital Editions](#)  
For eBooks  
[App also available for mobile devices](#)

**My Help!** BETA  
Need help?  
Get started here.

## 6. Get the ebook ready to transfer through Amazon

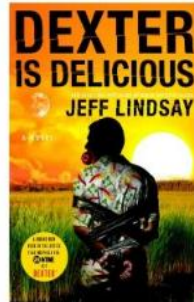
After the new Amazon webpage opens, make sure the book shown in Amazon is the same book you selected from the Library's website. Then, click on "Get library book."

**Warning:** If you are already logged into Amazon, the next step, number 7, is different. The option to choose a transfer device, will appear under the "Get Library Book" button, instead of on another screen.

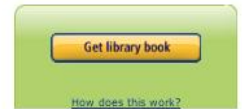
If you are not logged in, you will be prompted for your Amazon account information.



### Get Your Public Library Loan



Dexter Is



amazon.com

Your Account | Help

#### Sign In

What is your e-mail address?

My e-mail address is: asktsopl@tsopl.org



Do you have an Amazon.com password?

No, I am a new customer.

Yes, I have a password: [password field]

[Forgot your password?](#)

Sign in using our secure server

## 7. Transferring the ebook.

After logging into Amazon you will be asked on which device to deliver the ebook. Select the device you want and click "Continue."

**Note:** You can register multiple devices through your Amazon account. For example, the Library's account has an iPad, an Android based cellular telephone, and a Kindle. All of these devices can have an ebook transferred to them!



Topeka, please choose a Kindle device or reading application for delivery of your title:

Deliver to: Topeka's Kindle



Cancel Continue

Need Help? [Visit Kindle support](#)

Topeka, please choose a Kindle device or reading application for delivery of your title:

Deliver to: Topeka's Kindle

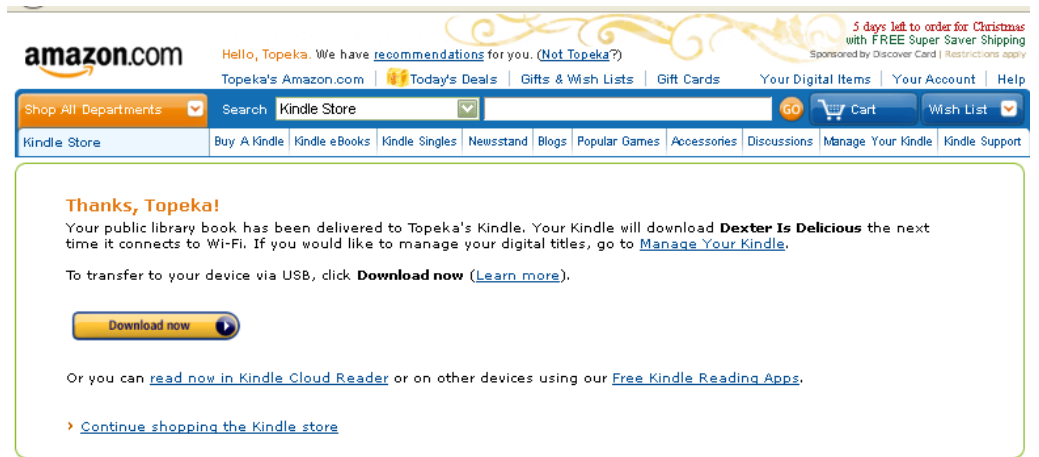
Topeka's Kindle  
Topeka's Android  
Topeka's iPad  
Kindle Cloud Reader  
Transfer via Computer  
Register a new Kindle

Cancel  
Need Help? [Register a new Kindle](#)

## 8. Enjoy your econtent!

The final screen confirms your checkout. If you have a wireless connection, the actual transfer to your Kindle or other registered device is automatic.

The next time you sync your Kindle or other device, your econtent will be available.



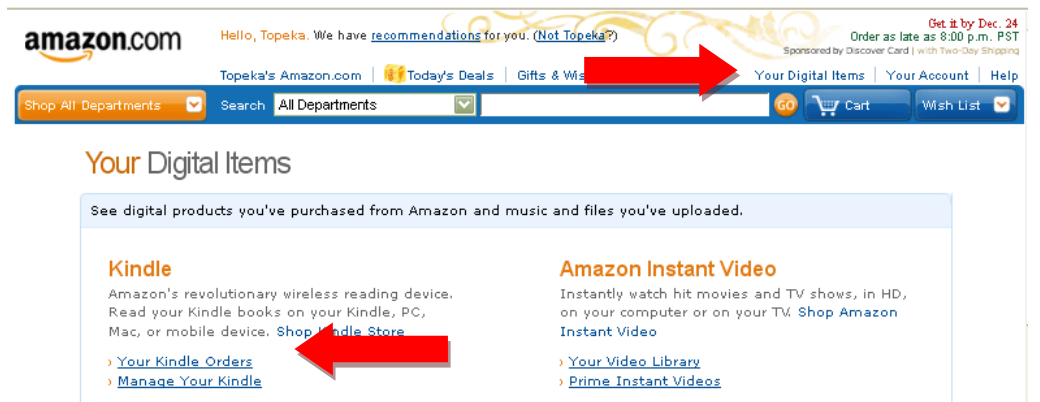
**Note: An active Wi-Fi connection is required for wireless delivery to a Kindle device.**

If your Kindle is not Wi-Fi capable or you do not have an active Wi-Fi connection, click on the “Download now” button to download a copy and transfer it to your device via USB. If you do not know how to transfer files, [read Amazon's instructions for transferring files via USB](http://tinycloud.com/3dau5as) (URL is: <http://tinycloud.com/3dau5as>)

## Managing Your Kindle Ebooks from the Library

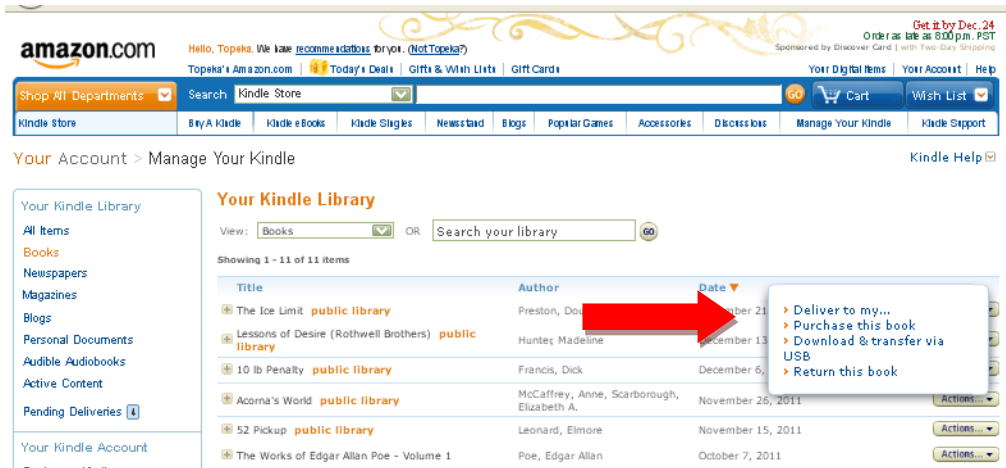
Once the items are checked out and on your Kindle or other device, you can manage them through Amazon’s “Your Digital Items” page.

Log into Amazon and in the upper right corner there is a link to “Your Digital Items.” In the Kindle section, there is a link to “Manage Your Kindle.”



The “Manage Your Kindle” screen lists all of the items in your Kindle library, including those checked out from the Library.

Use the “Action” button next to each item, to **return items early**, delete them from your device, download again, transfer, or purchase.



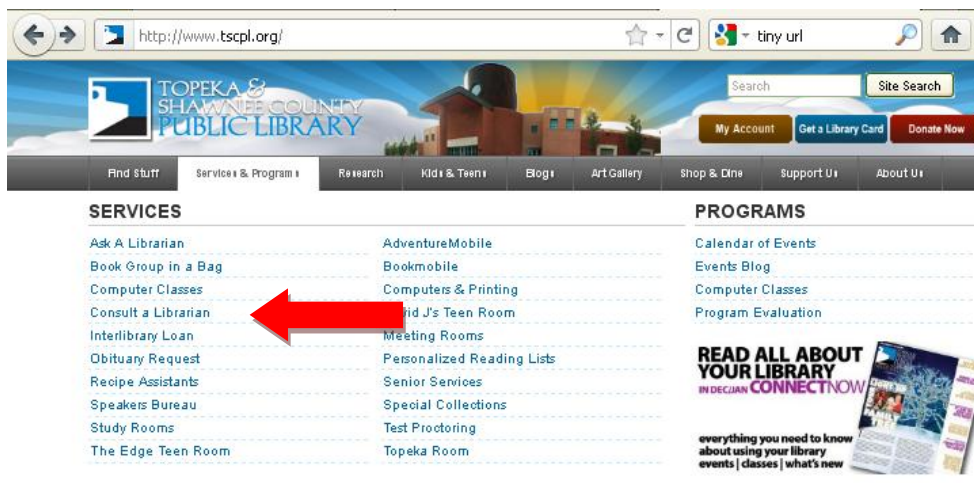
## General Information about Ereaders at your Library

The Library has a wide selection of ereaders available for demonstration purposes. They are located in a display case at the Reference Room desk. You are welcome to come in and test them out or ask for a demonstration on how they work.

The Library offers individual ereader training through our “Consult a Librarian” reference appointment service. Fill out the online form and you will be contact by a librarian to set up a time for a consultation. Appointments generally last for one hour.

On the Library’s Digital Branch, go to “**Services & Programs**” and select “Consult a Librarian” to find the appointment form. Or go to this link:

[www.tscpl.org/consult-a-librarian](http://www.tscpl.org/consult-a-librarian)



The screenshot shows the website for Topeka & Shawnee County Public Library. The browser address bar shows <http://www.tscpl.org/>. The website header includes the library logo, a search bar, and navigation links: "My Account", "Get a Library Card", and "Donate Now". Below the header is a main navigation menu with items: "Find Stuff", "Services & Programs", "Research", "Kids & Teens", "Blogs", "Art Gallery", "Shop & Dine", "Support Us", and "About Us". The "Services & Programs" menu is expanded, showing two columns of links. A red arrow points to the "Consult a Librarian" link in the left column. The right column includes "AdventureMobile", "Bookmobile", "Computers & Printing", "Kid's Teen Room", "Meeting Rooms", "Personalized Reading Lists", "Senior Services", "Special Collections", "Test Proctoring", and "Topeka Room". The "PROGRAMS" section on the right includes "Calendar of Events", "Events Blog", "Computer Classes", and "Program Evaluation". There is also a promotional banner for "READ ALL ABOUT YOUR LIBRARY IN DECEMBER CONNECT NOW" with the tagline "everything you need to know about using your library events | classes | what's new".

