

NOOK

Step by Step directions to Downloading E-books to a Nook

You will need to know your barcode number and the name of the library, Greenville Public Library, to order ebooks.

Step 1: Downloading Adobe Digital Editions

1. On the computer, visit <http://www.adobe.com/products/digital-editions.html> using the internet. Click “download now” on the upper right hand corner of the screen. If using an Apple computer product, click “Download Macintosh.” If using a Microsoft computer product, click “Download Windows.” A small internet window opens up. Click “Save File.” Once downloaded, a new small internet window should open up. Click “Run.” If prompted, click “Yes” to allow the program to open.
2. A new small internet window should open up. This is the adobe license agreement. Read the agreement. If you agree, click a checkmark in the box “I accept the terms in the license agreement.” Then click “Next.”
3. On the new small internet window, click “Next.”
4. On the new small internet window, click “Install.”
5. Once program is installed, click “Close.”
6. Adobe Digital Editions should open automatically. If it does not, click the “Adobe Digital Editions” icon on the desktop screen.

Step 2: Register an Adobe account.

1. On the computer, visit www.adobe.com using the internet. Click “sign in” on the upper right hand corner of the screen. Then click “Don’t have an Adobe ID.”
2. To create an adobe account, fill in your email address, password, first and last name, and your country. Then click “create.”

Step 3: Visiting Overdrive website to browse for items.

1. On the computer, visit library2go.info using the internet. Click “Account” at the top of the page. The next screen has you type the name of your library, Greenville Public Library. Then, type in your library card number in the next box. Click “Sign in.”
2. Use the advanced search box in the top right hand corner of the screen to search for the item you wish to download. Not every item is available, only what the libraries in the Lewis and Clark digital consortium have purchased for ebook or audiobook download.
3. You can filter the search results on the left hand side by using the “Show Me” feature. This will give you the option to show all items that can be downloaded or just the ones available to borrow right away. You can also filter by only ebooks or only audiobooks.

Step 4: Downloading the item from the Overdrive website.

1. When you find an item you would like to borrow, click the cover. If the item is not checked out, you can click "Borrow" on the next screen. If item is checked out, you click "Place a Hold."
If you placed a hold for the item, the next screen will prompt you for your email address. You will receive an email when the item has been returned and is available for you to borrow. Promptly follow the directions in the email to check the item out. You can have up to five items on hold at a time.
2. If the item is available to borrow, you will be directed to a screen to download. Click "Download" then click "EPub Book" as your format. Do not click any other option, because once an item is downloaded in a format you can't change the format to something else. You would have to check in the item and then reborrow the item. You can have five items checked out at a time.
3. Click "Confirm and Download." A box on the bottom of the screen opens up asking you to save or open the download. Select "save." A new box on the bottom of the screen opens. Select "Open Folder."
4. Open the Adobe Digital Editions Program. Drag and drop the ebook file on to the opened screen of Adobe Digital Editions.

Step 5: Authorize your Adobe Digital Editions with your Adobe account.

Once you drop the ebook file on to Adobe Digital Editions, the program will prompt you to enter your email address and password associated with your Adobe account. Type this information in and click "Authorize."

Once your computer is authorized, the next screen will prompt you to click "OK." Your ebook is now in Adobe Digital Editions and can be viewed. Once your computer is authorized, you can drag and drop ebooks without having to perform this step again.

Step 6: Transferring the item to your Nook.

1. Open Adobe Digital Editions program.
2. Plug Nook into your USB port of your computer. Turn Nook on. Adobe Digital Editions will automatically recognize your Nook.
3. In Adobe Digital Editions, Your Nook will show up in the list on the left hand side of the screen. Drag and drop titles to transfer them to Nook.

Step 7: Returning an item.

1. Items are checked out for a maximum of two weeks. There are no renewals. If you wish to get the item again, you must reborrow it. Items will automatically return to the Overdrive website after two weeks. If other patrons are on hold for the item, you will move to the bottom of the list if you reorder.
2. **Return the item if you finish with it early so other patrons can enjoy the title.** To return, open the Adobe Digital Editions program. Right click the cover of the item you want to return. Select "Return Borrowed Item." A confirmation page comes up. Click "Return."