We now have two ways to read great library eBooks on your Apple device. You may work via an app. The following steps show you how to install and use the iOS (version 6.0 or newer) OverDrive App on an iPhone, iPad or iPod Touch. Have questions? Ask a staff member or call 645-2275. You may also use a feature called Overdrive READ through the library's website on your browser, getting eBooks without the need for an app. If you need help with either method, visit a CML location or call 645-2275.

Step A. Installing the OverDrive App

1. Go to the App Store on your iPhone/iPod Touch/iPad and search for "OverDrive."
   Select **OverDrive**.
2. Touch the "Free" button on the right side and it will change to "Install."
3. Touch "Install." You may be asked for your iTunes password. After it is entered, the OverDrive App will install. Open the OverDrive App.

Step B. Creating an OverDrive Account

1. If you have an OverDrive One account, tap "Sign In" to sign in with it.
2. If not, tap the "Sign up for OverDrive" button. You will be prompted to either sign in with your Facebook account OR enter your name and email address, choose a password and tap "Sign In". (Please note: a Facebook account is **not** required to use OverDrive.)
3. Users under 13 are not required to set up an account.
4. You will receive a verification email from OverDrive. Click the link in this email to verify your account.

Step C. How to Access Library Materials

1. Swipe the left edge of your screen and touch "Add a Library." Search for "Columbus Metropolitan Library." Then touch "Columbus Metropolitan Library" to get access to our titles.
2. A star icon will appear. Touch it; it will turn gold, meaning you have saved this site and will not have to search for it again. Then touch the "Digital Downloads" link. (Note that this link will always appear on your starting menu, which you may access from any point by swiping right on your screen.
3. Touch "Sign in" on the top right. At the login screen, select your library.
4. At the next screen, enter your library card number. Touch "Sign in." Note this step is important: a wider selection of titles will appear when you sign in.

Note: It is possible to browse eBooks without signing in with a library card. However, signing in will display more books.

5. From here, search for a particular title or just browse. Pay attention to the book or headphones icon on the book cover to see if the title is an **MP3 (audiobook) or EPUB (ebook)**. If a title is available, it will say "borrow" in the blue box. If it is checked out, it will say "place a hold."
6. Once a title is selected, touch **Borrow.**

*Note: First time users, click **Settings** on the right hand side. Set your default lending options:*
***eBook:** 7, 14, 21 days **Audiobook:** 7, 14, 21 days **Music:** 3, 5, 7, 14 days **Video:** 3, 5, 7, 14 **Disney:** 7, 14 days*

*Click **Bookshelf**, above settings, to return to the download process*

7. Select the "Download" **(choose format MP3 for audiobooks or EPUB for ebooks)** button that displays with your book
8. Swipe the left edge of your screen and touch "Bookshelf".
9. Tap the title to begin reading.

Accessing Library eBooks using Overdrive READ
Note: you must have iOS 5.0 or higher.
1. Using Safari go to www.columbuslibrary.org. **Do NOT launch from the Overdrive app.**
2. Scroll down and click (or tap) on the box that reads "**eBooks Audiobooks >>**"
3. Touch "Sign in" on the top right. At the login screen, select your library.
4. At the next screen, enter your library card number. Touch "Sign in." Note this step is important: a wider selection of titles will appear when you sign in.
5. Search for a title
6. Tap desired book cover
7. Tap the "Read (in your browser)" button.
8. The book will open in Safari.

*Note: First time user click **Settings** on the right hand side. Set your default lending options:*
***eBook:** 7, 14, 21 days **Audiobook:** 7, 14, 21 days **Music:** 3, 5, 7, 14 days **Video:** 3, 5, 7, 14 **Disney:** 7, 14 days*

*Click **Bookshelf**, above settings, to return to the download process*

9. Click or tap the right or left edges of the eBook to turn pages
10. Click or tap the bookmark icon in the upper-left to save your position
11. To access the menu options swipe down from (or click on) the top of the page

To access Overdrive READ titles offline
1. Open the OverDrive Read title in the Safari browser
2. Tap the Menu Option next to the Bookmarks" and "Tabs" icons (it looks like a box with an arrow pointing up)
3. Select "Add Bookmark"
4. Name the Bookmark and hit "save"
5. Log off WiFi. When you open the browser while offline, you can still touch your bookmark tab and read the title