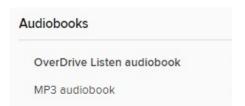
### How to Borrow OverDrive Listen Titles? For PCs, Tablets & Smartphones

**Step 1 -** On your computer, tablet or smartphone, go to the Ohio Digital Library website at <a href="https://ohdbks.overdrive.com">https://ohdbks.overdrive.com</a>. Select **Sign in** at the top right corner. Sign in by first selecting **Clark County Public Library** from the menu and then enter your library card number (2740000\*\*\*\*\*\*\*) and password.

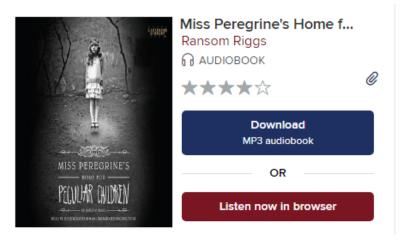


**Step 2** – Next, select the magnifying glass icon. In the search box, type an author's name, title, keyword, subject, or other search terms to search for a book. Limit search results to OverDrive Listen audiobook.



**Step 3 -** Select a title you wish to borrow. Select the **Borrow** button to check out the book. If an item is unavailable to download, select **Place a Hold** button. You will then receive an e-mail when the title becomes available to download. After you've selected **Borrow**, go to your Loans page, under **My Account**, select the **Liston now in browser** button. If you decided to download the title first, the **Liston now in broswer** option will still be available.

**Step 4 -** The audiobook will open in a new tab in your browser ready to listen. Bookmark the link for easy access. If you forget to bookmark the book, you can always return to your Loans page on The Ohio Digital Library website to access the book again. Your audiobook will sync so you won't lose your place.





## **Frequently Asked Questions**

#### What is OverDrive Listen?

OverDrive Listen is a streaming audiobook player. You can listen to OverDrive Listen titles on a smartphone, tablet or computer. No app or software is required. However, you'll need an active internet connection to use it. If you'd like to listen to audiobooks without an internet connection, download and listen to the OverDrive MP3 format with the OverDrive app.

#### Can I return an OverDrive Listen audiobook early?

Yes. You can return OverDrive Listen audiobooks at any time as long as you haven't downloaded the title in another format. If you have, then you have to use the OverDrive app to return it. If not, then go to The Ohio Digital Library website. Select Account icon to go to your Loans page. Next, select the Return Title button next to the eBook.

#### How long do I get to keep the library's eBook once I have checked them out?

Your default lending option is set for either 7, 14, or 21 days. Go to Settings, under Account, to view your default lending selection for each format.

# I tried to sign in to the Ohio Digital Library website, but I received a sign in error stating, "Patron has blocks." What should I do?

Your library card may be blocked due to an *address check*. You'll need to contact the library to update your library card information. Once updated, your card will be valid for one full year, and you will be able to sign in to the Ohio Digital Library website. Other possible blocks are library fines exceeds the \$5.00 limit, items overdue, invalid address/ e-mail/phone number, or blocking notes on your account.

## I replaced my library card and now I don't see my checkouts/holds on my eBook account? What should I do?

To transfer your existing checkouts and holds to your new card, please send a message to **ebooks@ccpl.lib.oh.us** and include the following information in the e-mail: your new library card number, your previous library card number, and your email address.

#### **Need Assistance?**

Schedule a free 60 minute one-on-one training session with a library staff member. Learn how to download free digital content (eBooks, audiobooks, videos or magazines) from the library. To schedule an appointment, please fill out the One-on-One Mobile Devices Training Session form and turn it in at the Reference desk or at any Clark County Public Library location. Training sessions are for adults and by appointment only.

