

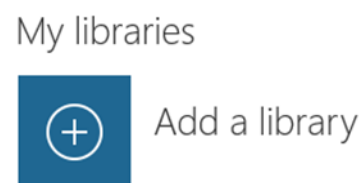
# How to Borrow EPUB eBooks/MP3 audiobooks? For Windows 8 & 10.

**Step 1** – Go to your Microsoft Store on your device. Enter **OverDrive** in the search box. Select **Install** to download the free OverDrive App. Wait for app to download, select **Open** when finished. *Note: You may need to verify your Microsoft account information.*

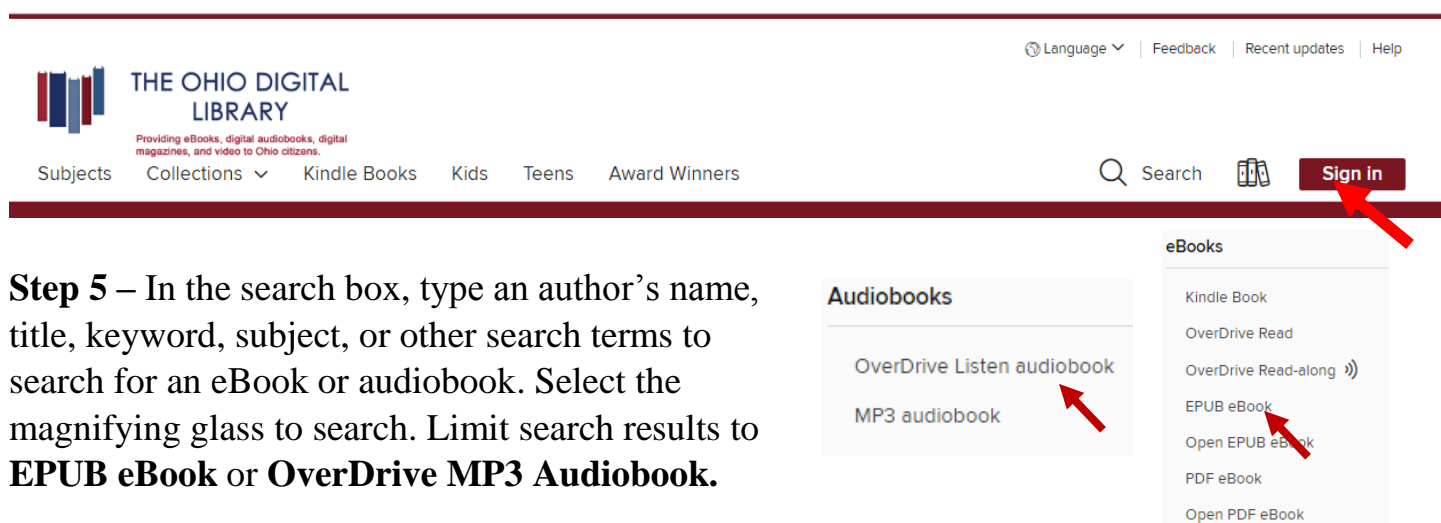


**Step 2** – Optional: Sign up for an OverDrive Account. An OverDrive account allows you to keep bookmarks and reading or listening position in sync across multiple devices, as well as allowing you to save libraries and searches. Select **Sign up**. Enter your name and e-mail address twice and then create a password for your account. Select **Sign up**. If you are not interested in an OverDrive Account, select **Continue**.

**Step 3** – Within the OverDrive App, select **Add a Library**. Enter your zip code in the search box. Select any of the Clark County Public Library location from the list. Select **The Ohio Digital Library**, the app will redirect to The Ohio Digital Library's website to begin browsing the digital collection.



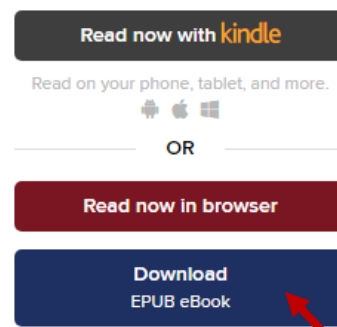
**Step 4** – On the Ohio Digital Library website, select **Sign in** at the top right corner. Sign in by first selecting Clark County Public Library from the menu and then enter your library card number (2740000\*\*\*\*\*\*) and password.

The image is a screenshot of the Ohio Digital Library website. At the top left is the logo for 'THE OHIO DIGITAL LIBRARY' with the tagline 'Providing eBooks, digital audiobooks, digital magazines, and video to Ohio citizens.' Below the logo are navigation links: 'Subjects', 'Collections', 'Kindle Books', 'Kids', 'Teens', and 'Award Winners'. At the top right, there are links for 'Language', 'Feedback', 'Recent updates', and 'Help'. In the center, there is a search bar with a magnifying glass icon and a 'Sign in' button. Below the search bar, there are two columns of search results. The left column is titled 'Audiobooks' and contains 'OverDrive Listen audiobook' and 'MP3 audiobook'. The right column is titled 'eBooks' and contains 'Kindle Book', 'OverDrive Read', 'OverDrive Read-along', 'EPUB eBook', 'Open EPUB eBook', 'PDF eBook', and 'Open PDF eBook'. Red arrows point to the 'Sign in' button, the 'OverDrive Listen audiobook' link, and the 'EPUB eBook' link.

**Step 5** – In the search box, type an author's name, title, keyword, subject, or other search terms to search for an eBook or audiobook. Select the magnifying glass to search. Limit search results to **EPUB eBook** or **OverDrive MP3 Audiobook**.

**Step 6** – Select a title you wish to borrow. Select the **Borrow** button to check out the book. If an item is unavailable to download, select the **Place a Hold** button. You will then receive an e-mail when the title becomes available to download.

**Step 7** – After you've selected **Borrow**, go to your Loans page, under **My Account**. For eBooks, select the **Download EPUB eBook** button for eBooks. For audiobooks, select the **Download MP3 Audiobook** button to download book to the OverDrive app. Download time will vary.



**Step 8** - Select **Go to Bookshelf**. Select the book cover to start reading or listening.

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## Frequently Asked Questions

### How to return an EPUB eBook/MP3 audiobook early?

The title will automatically return itself on its due date. If you wish to return EPUB eBooks or MP3 audiobooks early, open the OverDrive tile from the Start Screen. Right-click on the cover and select **Return/Delete** from the menu below. Next, select **Delete and return**.



### 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.

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### 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 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.

