



Latah County Library District

# OVERDRIVE, A HOW-TO

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WITH THE HELP OF LISETTE SCHEER, SYSTEMS SPECIALIST

LATAH COUNTY LIBRARY DISTRICT



## THIS WILL COVER

- OverDrive Website
- OverDrive App



## WILL NOT COVER

- Kindle
- Libby
- Non Valnet OverDrive Accounts
- Device Specific instructions

## WHAT IS OVERDRIVE?



- Overdrive is an internet based service through which users can borrow e-books and audiobooks.
- Valnet (the consortium LCLD is part of) pays for this service and the libraries in Valnet curate titles to be added to our OverDrive Collection ( each library district pays to rent titles that everyone in Valnet gets access to)

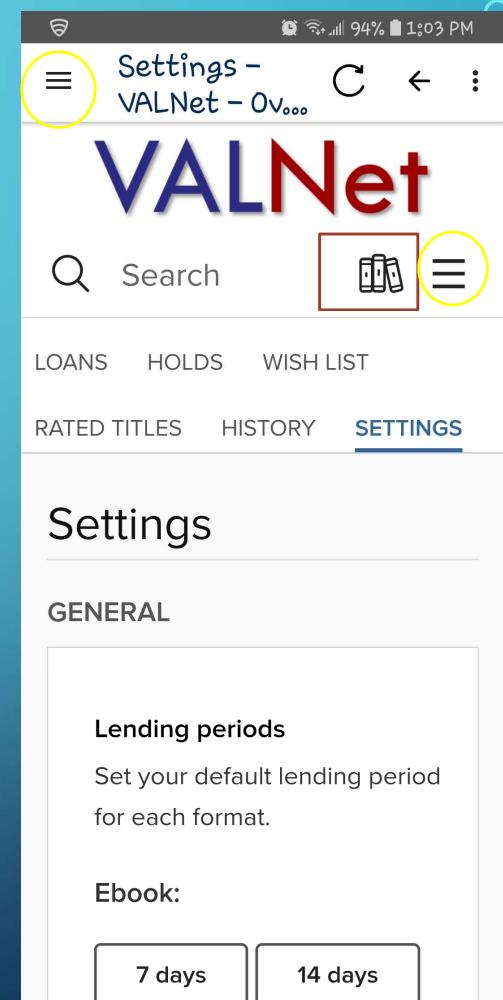
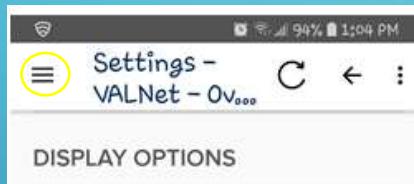
## REQUIREMENTS TO USE OVERDRIVE

- Must have a Valnet Library Card in good standing ie. No fines over \$5.00  
You may have overdue items, but not so overdue that they have been  
marked as lost because at that point you're charged for the item (60 days.)
- Access to your library card number

**VALNet**

## USEFUL VOCAB

- **Book shelf**, the place on the OverDrive website, or within your app, that the items you have checked out are saved
- **Menu**, the list of options and setting for the OverDrive website or app
- **Valnet Side**, The Valnet OverDrive Interface where items that Valnet has procured are made available
- **OverDrive App side**, where downloaded items are stored (can be synced with different OverDrive accounts but NOT multiple Valnet accounts)



## PERKS OF OVERDRIVE

- It's almost always open (like any website, sometimes it's down for maintenance)
- No late fees or charges for damages (items automatically expire when they are due.)
- It's instant. Check out and download books in minutes!
- You may borrow up to 5 items via OverDrive and they do not count against your physical checkout limit (25 total items from the LCLD)

## THERE ARE TWO WAYS TO USE OVERDRIVE

- Through a **browser**, Chrome, Safari, Microsoft Edge, Firefox (browsers can be used on your PCs, Macs, tablets and smartphones.)
- OverDrive **App**, installed on your handheld device (tablets and smart phones)
- They mirror each other, books checked out on one are checked out on the other, this is just an interface to access the same account.
- OverDrive can also be used through the Libby App and Kindle, but we will cover that in a different session

## TO LOG IN (ONLINE OR IN THE APP)

- Your Username is always your entire 14 digit library card number, no spaces no hyphens. Ex “21853901123456”
- You password is always your Last name, capitalized like it is in your library account. Ex: Potter, McAvoy, Johnson.
- Include spaces and hyphens in last names if you have one: Helena Bonham Carter would use “Bonham Carter” for her password. Olivia Newton-John would use “Newton-John”.

# OVERDRIVE THE WEBSITE;

- Visit [latahlibrary.org](http://latahlibrary.org), click digital resources from top ribbon
- Select “eBooks/ eAudio books”

Latah County Library District

DIGITAL RESOURCES SERVICES EVENTS BRANCHES ABOUT US HOW DO I...? LIBRARY CAM

All Resources  
eBooks / eAudiobooks  
Digital Magazines  
Downloadable and Streaming Music  
Recommended Online Resources

NEED HELP WITH OVERDRIVE?  
Moscow Public Library  
Wednesday, January 9, 5:30-6:30 P.M.  
Learn how to get started and use OverDrive.  
Instantly access thousands of ebooks  
and audiobooks on your handheld device.

Search Our Catalog  Your Account | Catalog Search

BRANCH LOCATIONS & HOURS

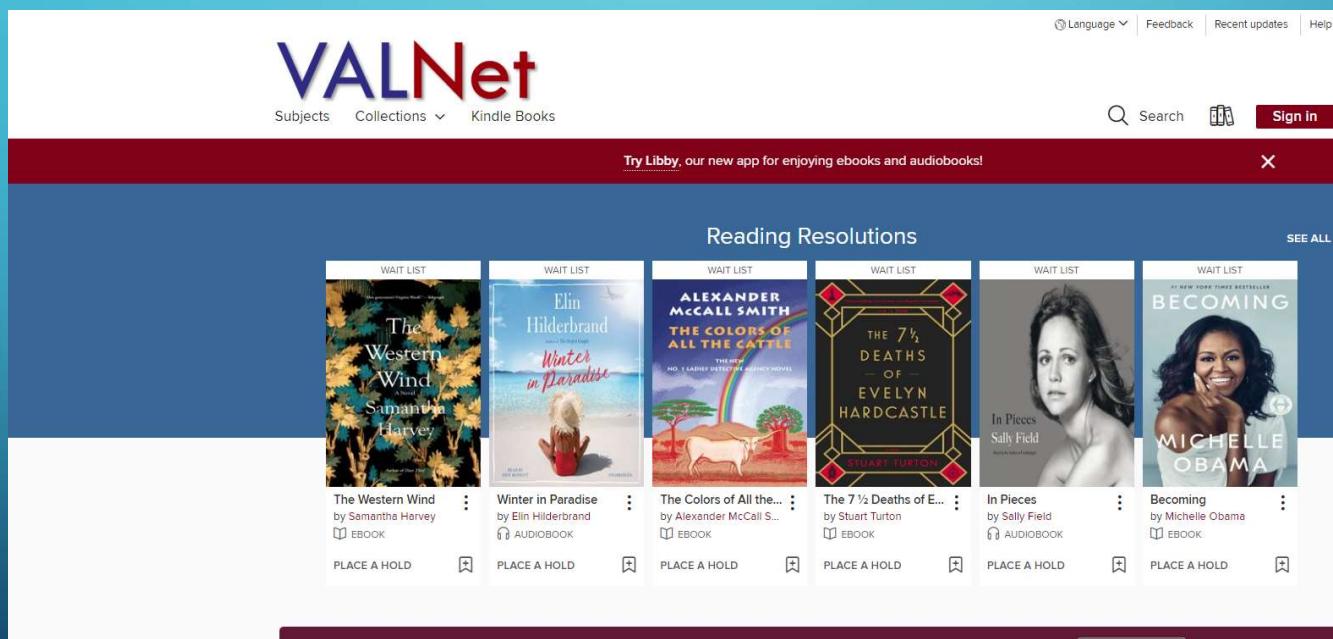
Moscow

Moscow Public Library  
[Click here for more information.](#)  
110 S Jefferson St., Moscow, ID 83843  
Phone: 208-882-3925  
Sun: Closed  
Mon: 10am - 7pm  
Tues: 10am - 7pm  
Wed: 10am - 7pm  
Thurs: 10am - 7pm

Click to where  
the green arrows  
point

# OVERDRIVE THE WEBSITE:

- This will take you to the Valnet OverDrive webpage
- Click Sign In



## OVERDRIVE THE WEBSITE:

- Log in with your library card number and your last name.

The screenshot shows the VALNet website login interface. At the top center is the VALNet logo. In the top right corner, there is a language selection button labeled "English". Below the logo, there are two main sign-in options: "Sign in with your library card" and "Sign in with OverDrive" or "Sign in with Facebook". A large green arrow points from the text "OVERDRIVE THE WEBSITE:" down to the "Sign in with your library card" option. The "Sign in with your library card" section contains fields for "CARD NUMBER" (containing "21853901499746") and "YOUR LAST NAME (AS IT APPEARS ON YOUR LIBRARY ACCOUNT)" (containing "OverDrive"). There is also a checked checkbox for "REMEMBER MY CARD NUMBER ON THIS DEVICE." At the bottom of this section are "Cancel" and "SIGN IN" buttons. To the right of this section, the text "OR" is followed by the "Sign in with OverDrive" and "Sign in with Facebook" buttons. A small explanatory text below the social media buttons reads: "Why should I choose one of these options? These options allow you to sign into the OverDrive app and new OverDrive websites using the same email address or Facebook account."

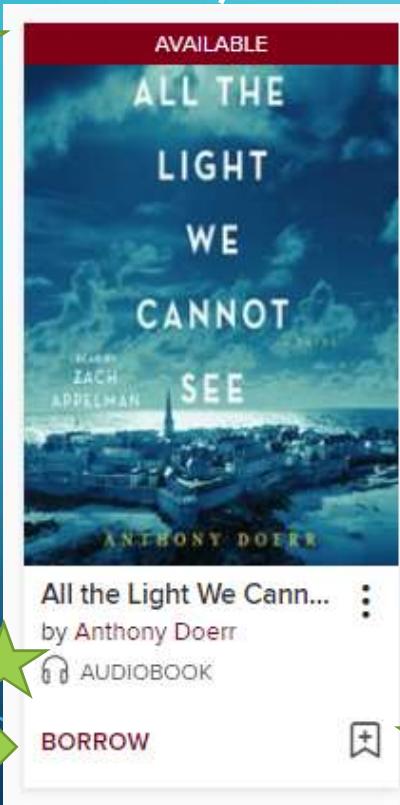
## OVERDRIVE THE WEBSITE:

- You can use the “Search” to option search & find titles, authors or just subject
- Scroll to browse through some of our categories (Just Added, Too hot to hold, Best Books of 2018)

The screenshot shows the VALNet library website. At the top, there is a navigation bar with links for Language, Feedback, Recent updates, Help, Subjects, Collections, Kindle Books, a search bar, and a My account button featuring a green star icon. Below the navigation bar, a red banner prompts users to "Try Libby, our new app for enjoying ebooks and audiobooks!" On the left side, a yellow star-shaped callout box contains the text: "Notice where it once said ‘Sign In’, it now says ‘My Account’". The main content area features a section titled "Reading Resolutions" displaying six book covers: "The Western Wind" by Samantha Harvey, "Winter in Paradise" by Elin Hilderbrand, "The Colors of All the Cattle" by Alexander McCall Smith, "The 7 1/2 Deaths of Evelyn Hardcastle" by Stuart Turton, "In Pieces" by Sally Field, and "Becoming" by Michelle Obama. Each book entry includes a "PLACE A HOLD" button and a "More Options" menu icon.

Notice where it once  
said “Sign In”, it now  
says “My Account”

AS YOU BROWSE, EACH TITLE INDICATES FORMAT (EBOOK OR AUDIO) & AVAILABILITY. CLICK BORROW ON THE AVAILABLE TITLE.



• Available

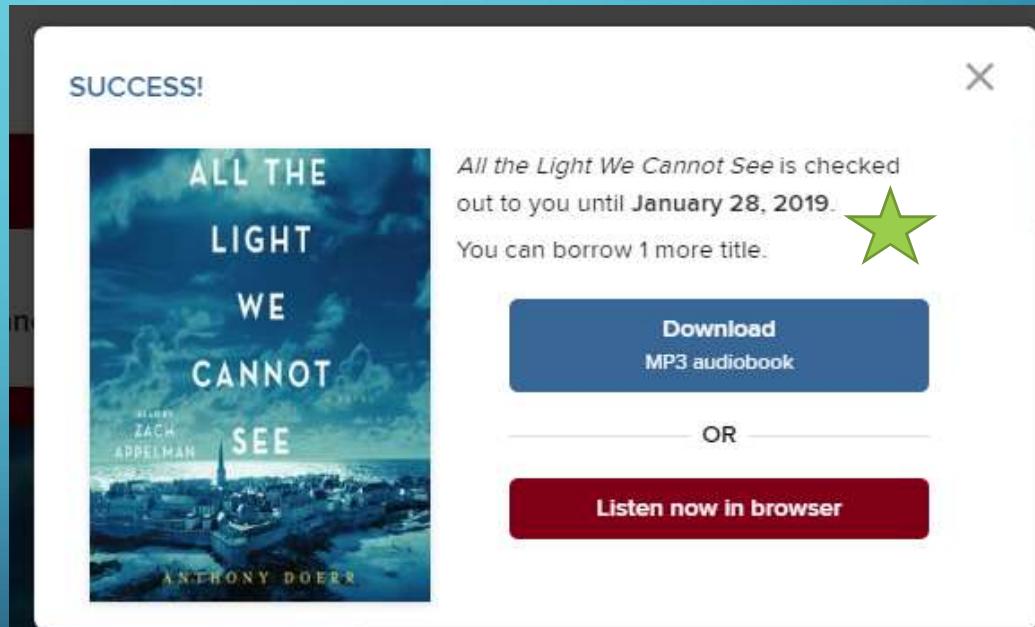
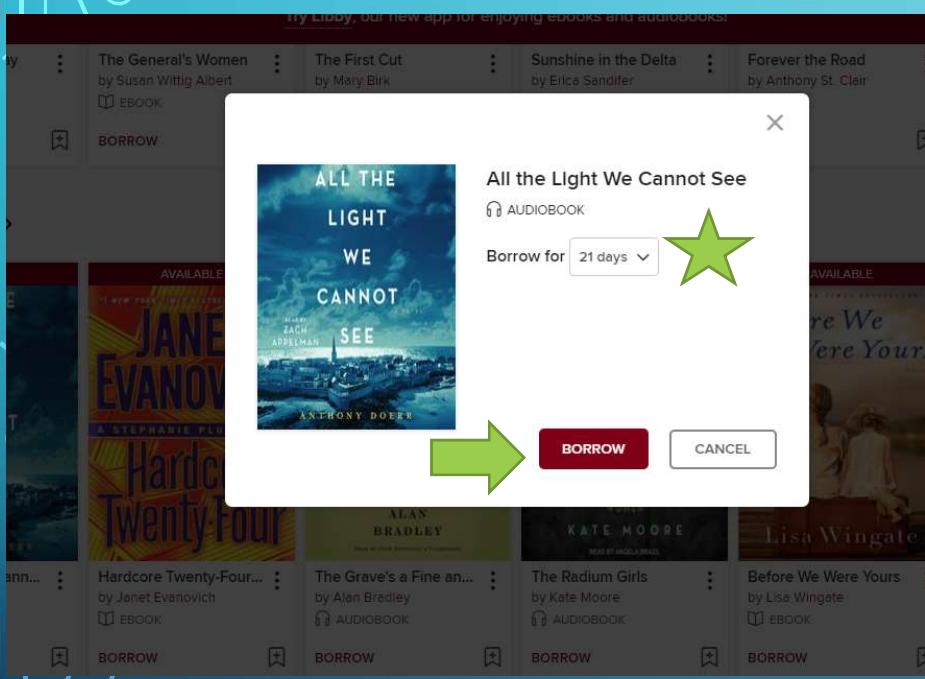


Wait List



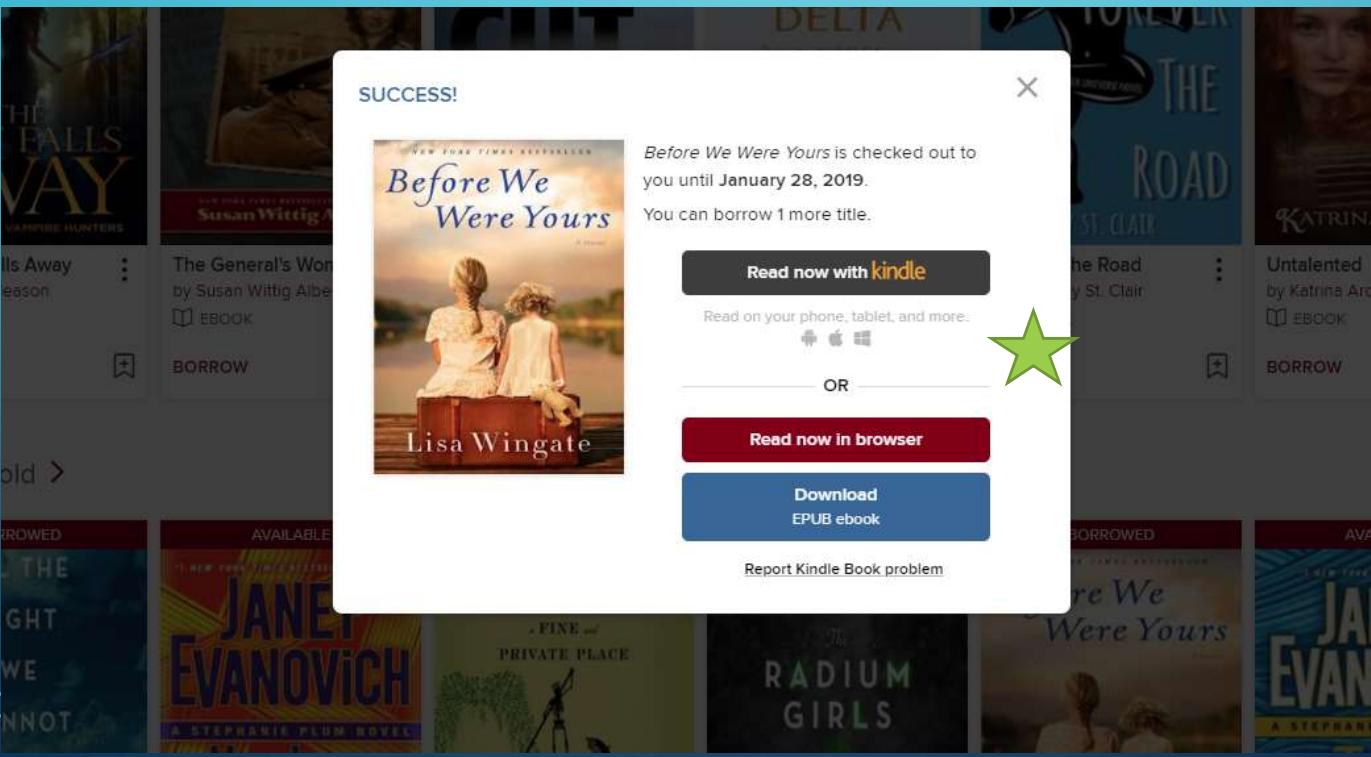
On Hold (for you)

# CLICK BORROW, THEN CLICK BORROW ON THE POP UP TO CONFIRM THE CHECK OUT

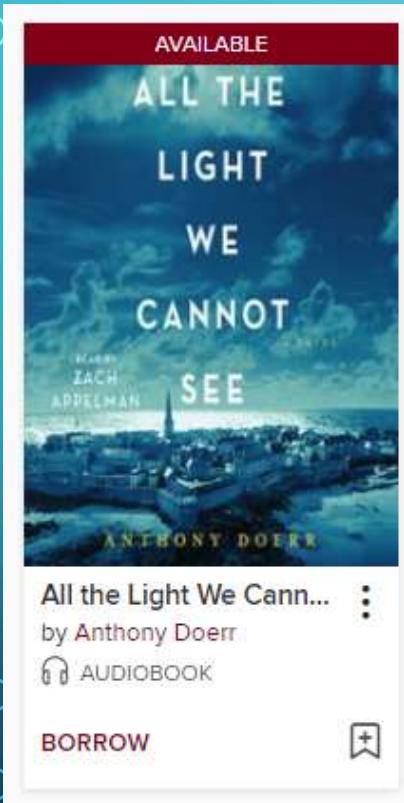


Titles can be checked out for different period of time, but not usually for more than 21 days at a time. Once a title is checked out a popup will let you know how long you'll have the title for and provide a download option.

# IF THE ITEM IS AVAILABLE IN OTHER FORMATS THOSE FORMATS WILL BE LISTED



# PLACE A HOLD ON WAIT LISTED ITEMS



Available



Click "Place a Hold"

Wait List



On Hold (for you)

# YOU WILL BE EMAILED ONCE THE ITEM IS AVAILABLE

You will be emailed at the email account you have listed on your library account.

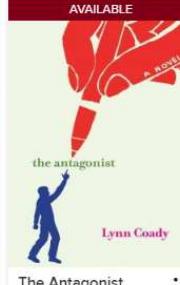
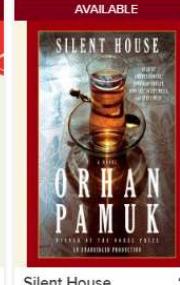
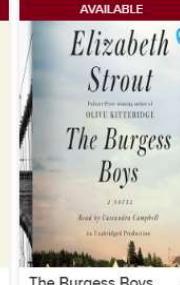
SUCCESS!

Virgil Wander  
by Leif Enger

Your holds position: #5 of 5 holds  
Library copies: 1

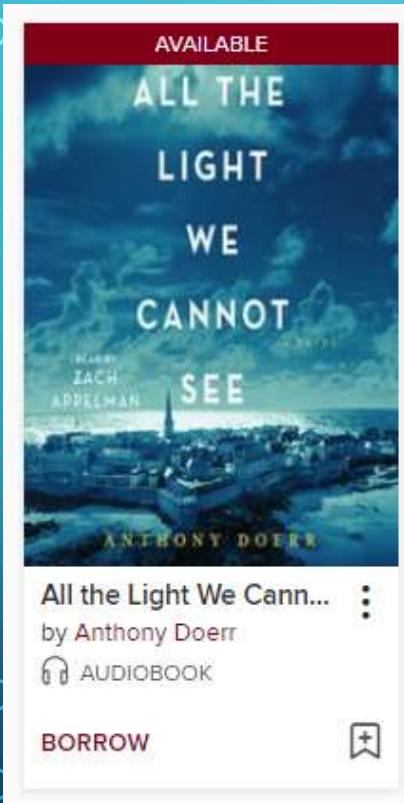
An email will be sent to  @gmail.com when the title has been checked out to you. [Manage your holds.](#)

Want to borrow something now? You might also like these available titles:

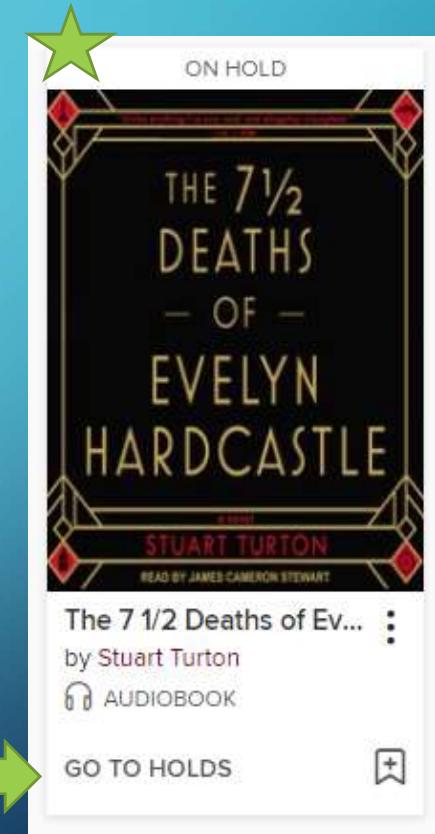
 AVAILABLE The Drowning House Elizabeth Black EBOOK <a href="#">BORROW</a>	 AVAILABLE the antagonist Lynn Coady EBOOK <a href="#">BORROW</a>	 AVAILABLE Silent House by Orhan Pamuk AUDIOBOOK <a href="#">BORROW</a>	 AVAILABLE The Burgess Boys by Elizabeth Strout AUDIOBOOK <a href="#">BORROW</a>
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[Show more like this](#)

CLICK “GO TO HOLDS” TO VIEW  
ITEMS YOU ALREADY HAVE ON HOLD

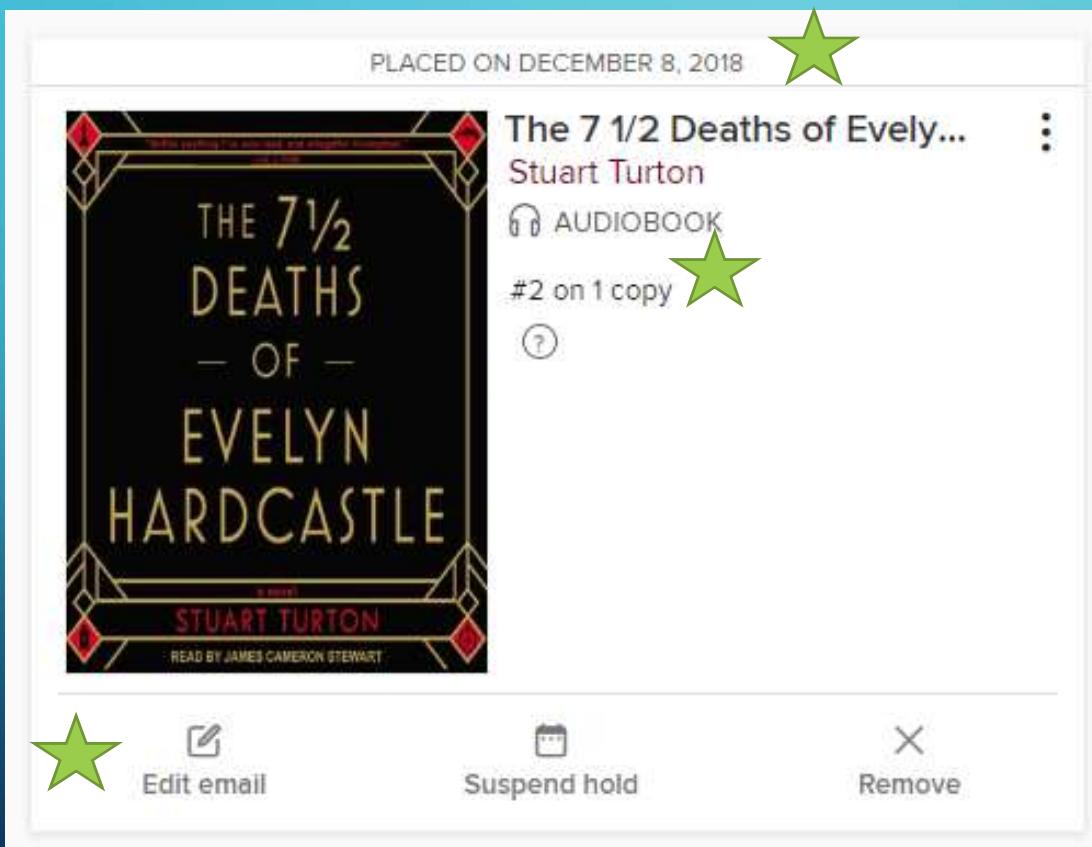


Wait List



On Hold (for you)

## GO TO HOLDS TO SEE DETAILS, SUSPEND OR CANCEL (REMOVE) HOLDS



Holds will list when they were placed, what number on the list you are, and how many copies of the title Valnet has. Here you can find the option to suspend your hold, or remove your hold. Suspending a hold keeps your place in line, but won't let the item be checked out to you until you resume the hold. Removing a hold cancels your hold and your place in line will be lost. You can also edit where the alert email will be sent once the item is available.

## ADD ITEMS TO YOUR WISH LIST

- Patrons are restricted to 5 holds at a time, but you can always add titles to your wish list, then put them on hold later when you have less holds or check them out when they're available.
- To add a title to your wish list select the ribbon in the bottom right hand corner of the book info.



# MY ACCOUNT → LOANS

Language ▾ Feedback Recent updates Help

## VALNet

Subjects Collections ▾ Kindle Books

Try Libby, our new app for enjoying ebooks and audiobooks!

Reading Resolutions

The Western Wind by Samantha Harvey

Winter in Paradise by Elin Hilderbrand

The Colors of All the Cattle by Alexander McCall Smith

The 7 ½ Deaths of Evelyn Hardcastle by Stuart Turton

In Pieces by Sally Field

Becoming by Michelle Obama

PLACE A HOLD

My account ▾

- Loans
- Holds
- Wish list
- Rated titles
- History
- Settings

Sign out

# “LOANS” LISTS ALL ITEMS YOU HAVE CHECKED OUT.

The list includes item info, “download” or “listen in browser” options, return options, and expiration countdown  
Let’s click “Listen now in browser”

**Loans**

You can borrow 1 more title. See all account limits.

EXPIRES IN 21 DAYS

**All the Light We Cannot See**  
Anthony Doerr  
Audiobook

★★★★★

Download MP3 audiobook

OR

Listen now in browser

Return

EXPIRES IN 21 DAYS

**Before We Were Yours**  
Lisa Wingate  
Ebook

★★★★★

Read now with Kindle

Read on your phone, tablet, and more.

OR

Read now in browser

Download EPUB ebook

Return

EXPIRES IN 18 DAYS

**The Bone Witch**  
Bone Witch Series, Book 1  
Rin Chupeco  
Audiobook

★★★★★

Download MP3 audiobook

OR

Listen now in browser

EXPIRES IN 1 DAY, 2 HOURS

**The Bear and the Nightingale**  
Winternight Trilogy, Book 1  
Katherine Arden  
Audiobook

★★★★★

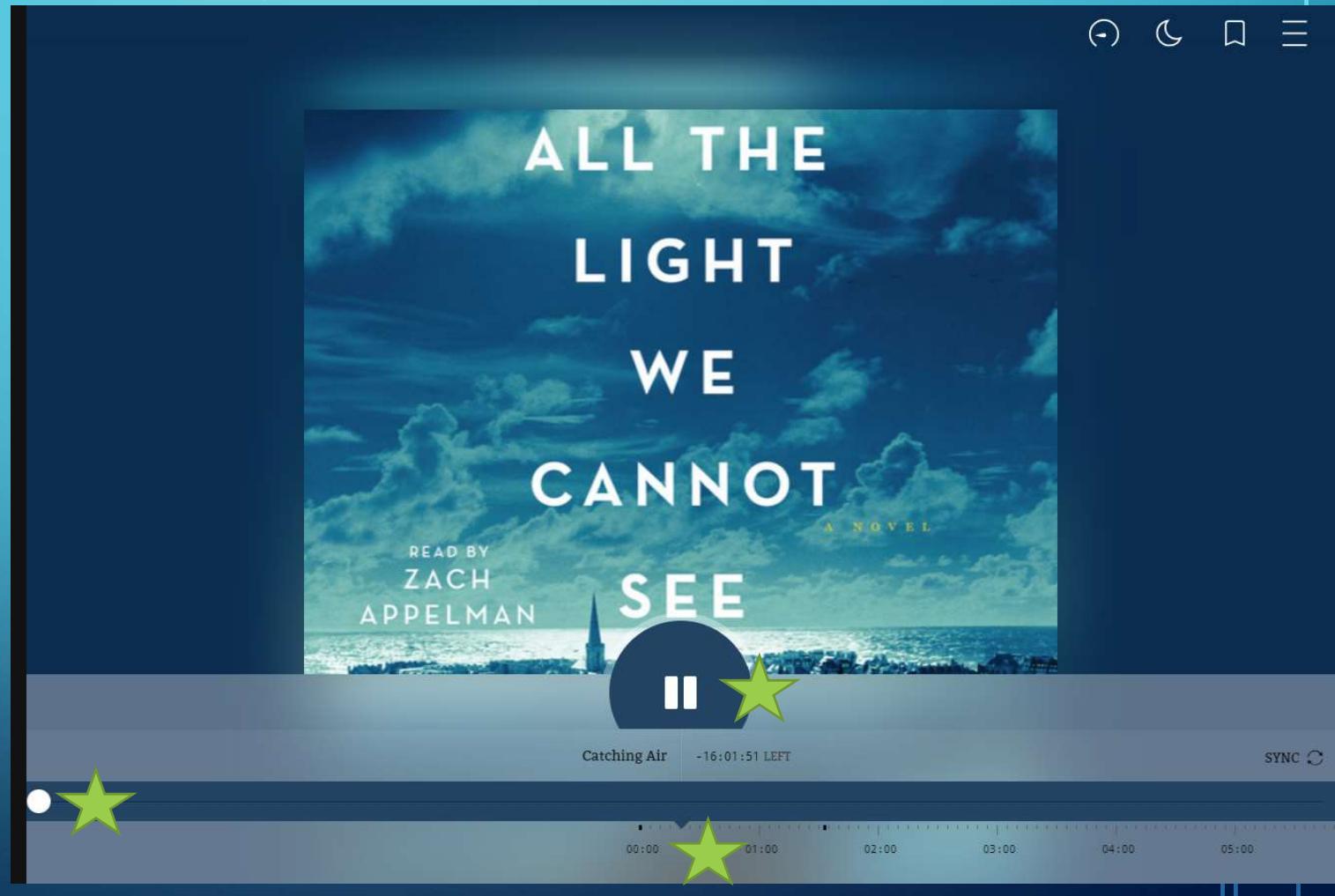
Download MP3 audiobook

OR

Listen now in browser

## IN BROWSER PLAYER, SYNCS TO YOUR ACCOUNT

- A white ball marks where in the track you are, it can be drug forward or backward. A Pause /Play button is available in the middle. A tick mark on the bottom displays the exact time in the audio book.



# IN BROWSER EREADER

Definitive statements are not to be made.

Not yet, anyway.

Not for a long time, if I have my way about it.

I wish I could forget why I've come home, but even the fact that my father isn't reading his notes or checking the briefing from Leslie, his über-efficient press secretary, is an undeniable reminder. There's no escaping the enemy that rides silently in the car with us. It's here in the backseat, hiding beneath the gray tailored suit that hangs a hint too loose over my father's broad shoulders.

Daddy stares out the window, his head leaning to one side. He has relegated his aides and Leslie to another car.

"You feeling all right?" I reach across to brush a long blond hair—mine—off the seat so it won't cling to his trousers when he gets out. If my mother were here, she'd whip out a mini lint brush, but she's home, preparing for our second event of the day—a family Christmas photo that must be taken months early... just in case Daddy's prognosis worsens.

He sits a bit straighter, lifts his head. Static makes his thick gray hair stick straight out. I want to smooth it down for him, but I don't. It would be a breach of protocol.

If my mother is intimately involved in the micro aspects of our lives, such as fretting over lint and planning for the family Christmas photo in July, my father is the opposite. He is distant—an island of staunch maleness in a household of women. I know he cares deeply about my mother, my two sisters, and me, but he seldom voices the sentiment out loud. I also know that I'm his favorite but the one who confuses him most. He is a product of an era when women went to college to secure the requisite MRS degree. He's not quite sure what to do with a thirty-year-old daughter who graduated top of her class from Columbia Law and actually enjoys the gritty world of a U.S. attorney's office.

Whatever the reason—perhaps just because the positions of *perfectionist daughter* and *sweet daughter* were already taken in our family—I have always been *brainiac daughter*. I loved school and it was the unspoken conclusion that I would be the family torchbearer, the son replacement, the one to succeed my father. Somehow, I always imagined that I'd be older when it happened and that I would be ready.

Now I look at my dad and think, *How can you not want it, Avery? This is what he's worked for all his life. What generations of Staffords have labored for since the Revolutionary War, for heaven's sake.* Our

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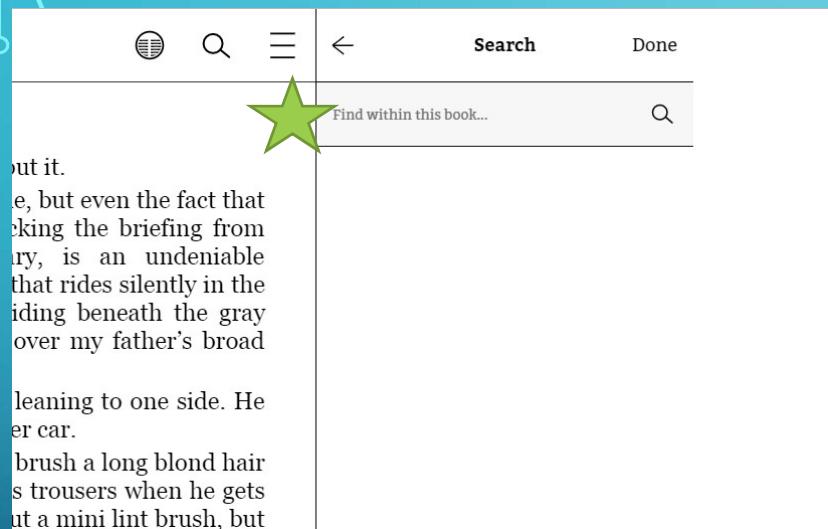
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- Click the ribbon in the middle of the page to create a book mark, multiple bookmarks can be created in each ebook and accessed later. Toggle on the circle filled with lines to enjoy a double page or single page layout. Use the looking glass to open search options.

# IN BROWSER EREADER, SEARCH & MENU OPTION



- Use the search option to find a single word or phrase in the book.
- Click on the three line/ menu icon to open the menu. Access the bookmarks you created through the menu.

A screenshot of a browser-based e-reader interface. At the top, there's a header with icons for refresh, search, and menu. A green arrow-shaped callout points to the menu icon. The main content area shows a portion of a book page with text about a character named Leslie. To the right of the content is a sidebar with the following menu options:

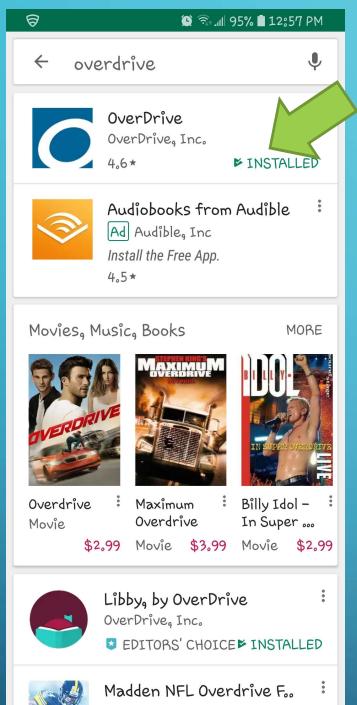
- BEFORE WE WERE YOURS: A N...
- Q Search
- ‡ Chapters
- .Bookmarks
- ⌚ History
- Ⓐ Reading Settings
- ☁ Offline Access
- ♀ Tips & Secrets

## DOWNLOADED ITEMS

- To download a title you must have the OverDrive app installed, no matter if you are using a desktop computer or a handheld device.
- Not all desktop computers will allow you to install the OverDrive App, especially Macs.
- For many devices, including iphones, you will need to be connected to the internet while you download the title.
- Once the file is downloaded it is saved onto your device, so you don't use data or require internet connection to continue accessing it.
- The file has a built in expiration date of the day it is due, at which point it becomes inaccessible.

# OVERDRIVE APP, SET YOUR LIBRARY TO VALNET

Search for and install the “OverDrive” app just like you would for any other app on your handheld device.  
Once installed find and click on the large white and blue “O” icon on your device to open the OverDrive app.



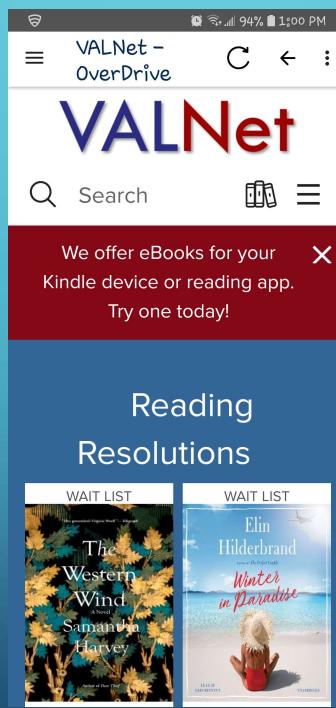
Android Devices usually use  
the Playstore to download apps.  
Iphones use the Apple App Store.



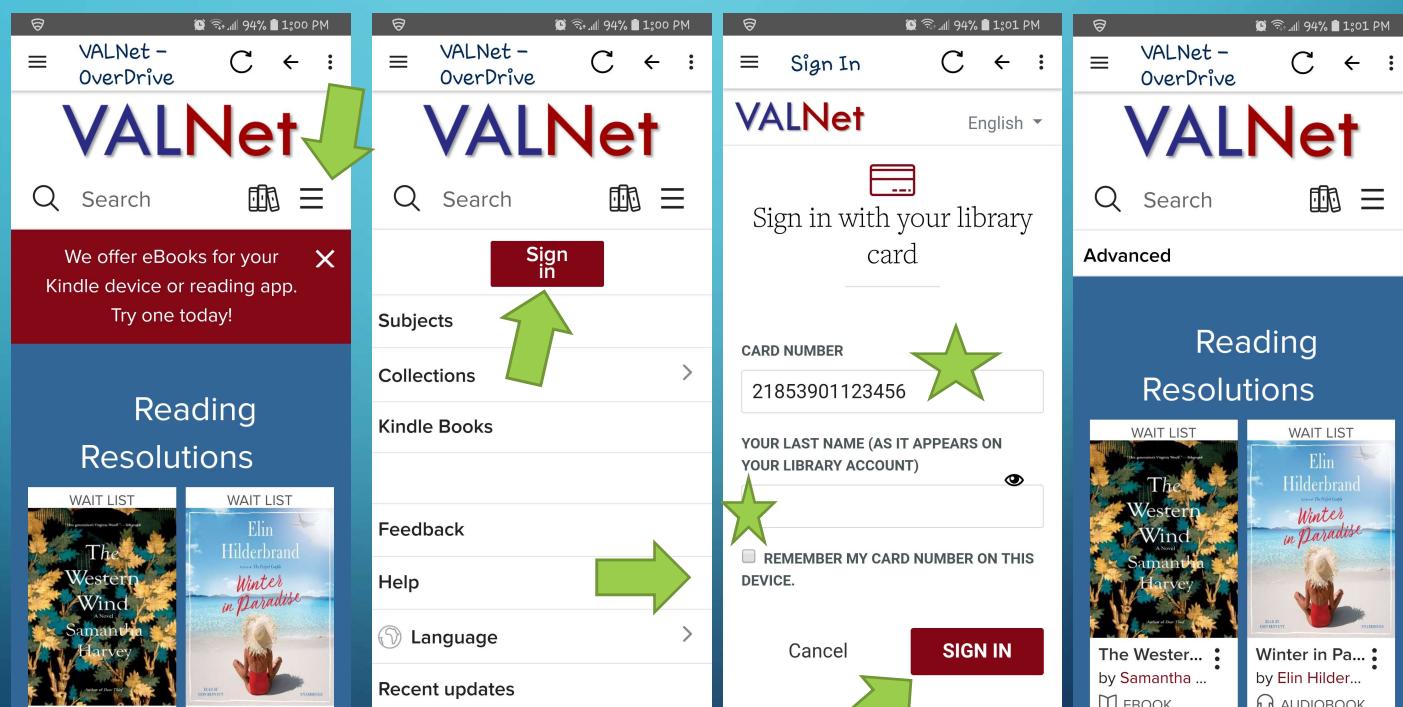
←Your handheld device  
home screen

WHEN PROMPTED TO PICK YOUR LIBRARY,  
ENTER YOUR HOME TOWN LIBRARY  
EXAMPLE: MOSCOW PUBLIC LIBRARY, DEARY PUBLIC  
LIBRARY, JULIAETTA PUBLIC LIBRARY ETC

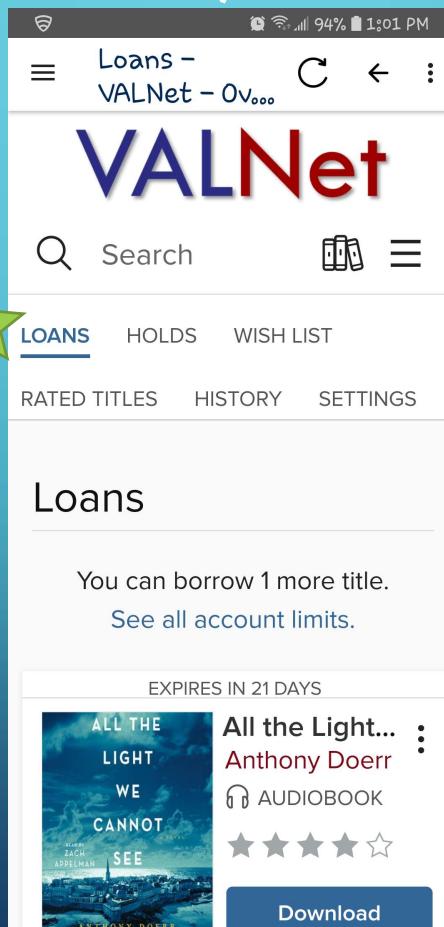
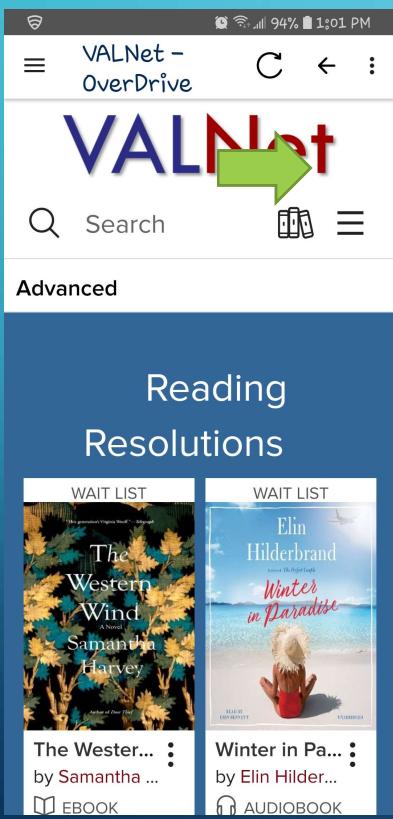
- You will then  
be directed to  
the Valnet  
OverDrive  
page through  
the app



CLICK THE MENU ICON TO REACH THE SIGN IN OPTION.  
USE YOUR LIBRARY CARD NUMBER AND LAST NAME TO  
SIGN IN.



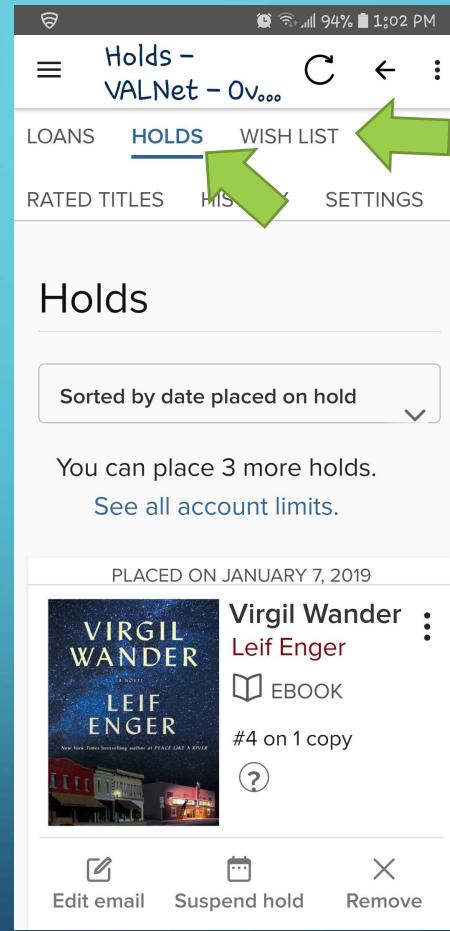
CLICK THE VALNET BOOKSHELF ICON TO SEE YOUR OPTIONS, INCLUDING LOANS, HOLDS, WHISH LIST & MORE



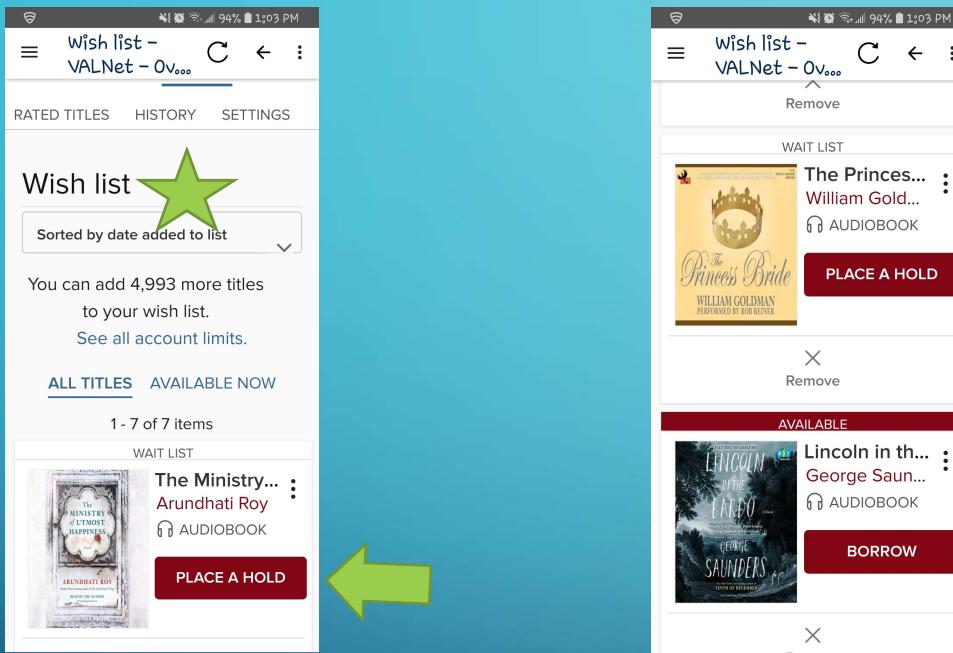
Just like on the website, Loans lists all the titles you have checked out through Valnet OverDrive.

# HOLDS

- Under “Holds” you can see all your holds and the options, like resume or cancel. You can even edit the email where the alert will be sent when the title is available.



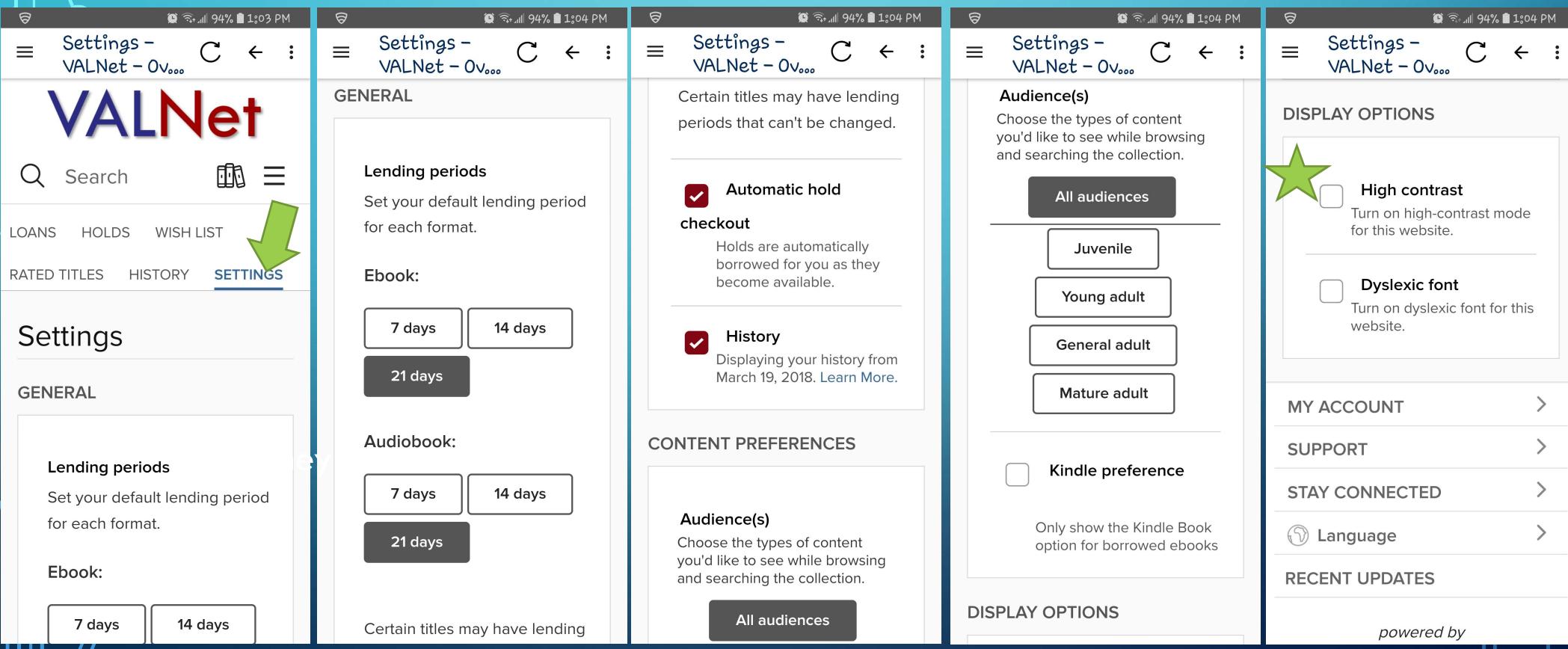
# YOUR “WISH LIST” SIMPLY SHOWS EVERYTHING YOU’VE ADDED TO YOUR WISH LIST.



- From your Wish List you can put titles on hold, remove titles from your wish list, or even borrow (checkout) titles if they're available.

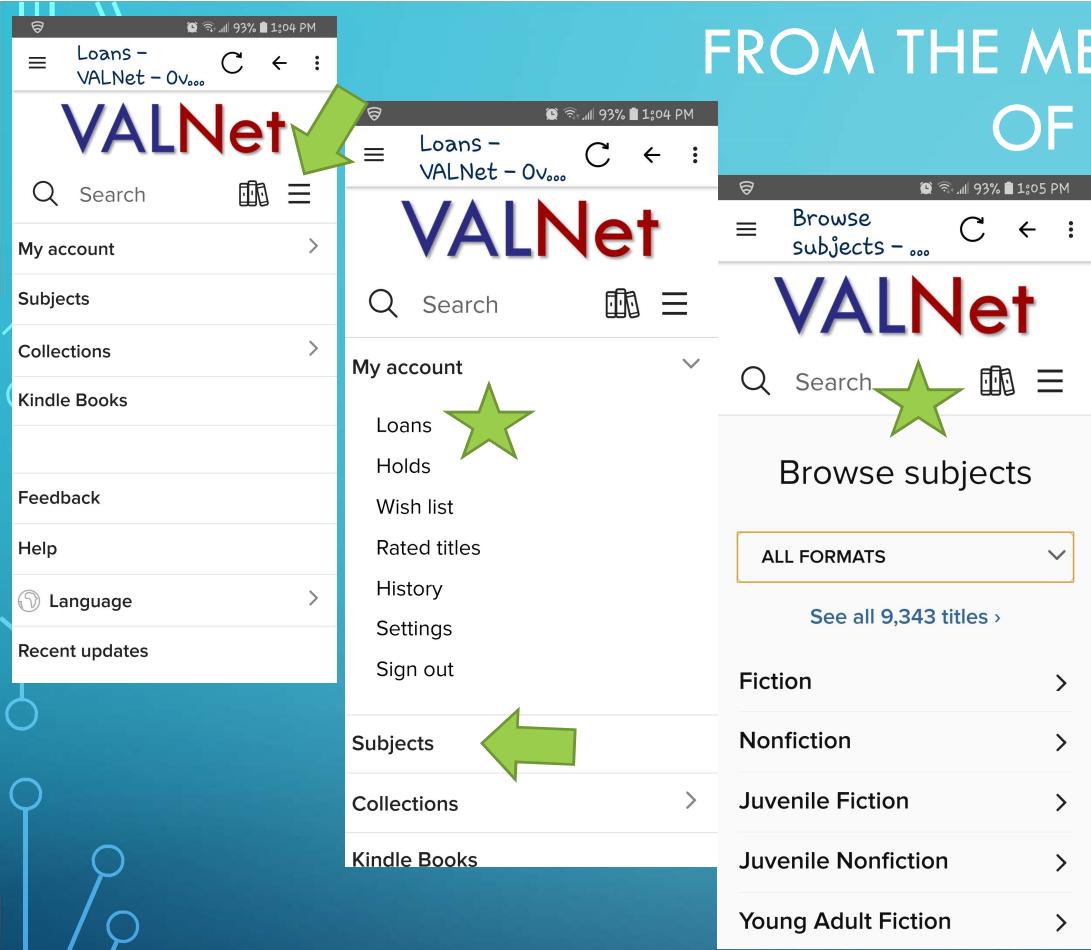
# SETTINGS LET YOU CHANGE MANY OF THE AUTOMATIC OPTIONS SET FOR YOUR ACCOUNT.

"Automatic Hold Check Out" automatically checks out titles to you that you have on hold once they become available.



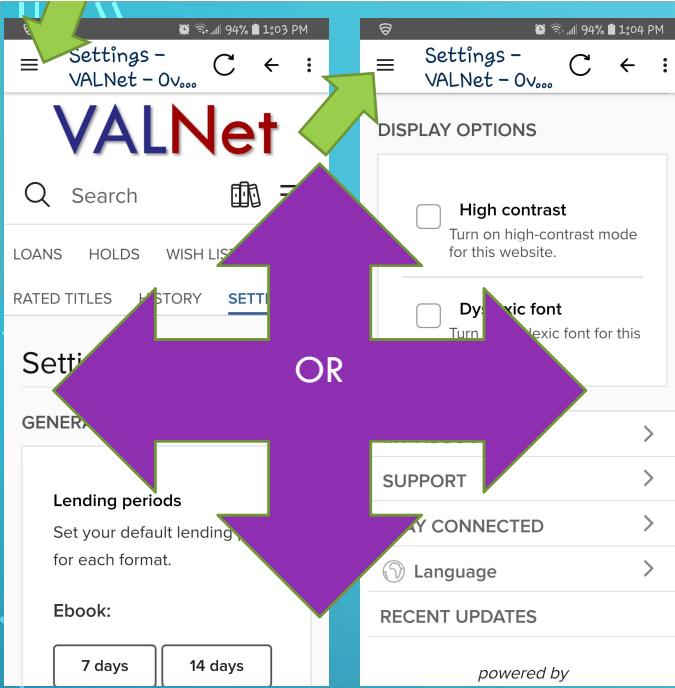
The screenshots illustrate the VALNet mobile application's settings menu across five different screens:

- GENERAL**: Shows lending periods for Ebook and Audiobook formats (7 days, 14 days, 21 days). A green arrow points to the "SETTINGS" tab in the top navigation bar.
- Lending periods**: Set your default lending period for each format.
- Ebook:** Lending periods: 7 days, 14 days, 21 days.
- Audiobook:** Lending periods: 7 days, 14 days, 21 days.
- Certain titles may have lending periods that can't be changed.**
- CONTENT PREFERENCES**:
  - Audience(s)**: Choose the types of content you'd like to see while browsing and searching the collection. Options include All audiences, Juvenile, Young adult, General adult, and Mature adult.
  - All audiences**
- Audience(s)**: Choose the types of content you'd like to see while browsing and searching the collection.
- DISPLAY OPTIONS**:
  - High contrast**: Turn on high-contrast mode for this website.
  - Dyslexic font**: Turn on dyslexic font for this website.
- DISPLAY OPTIONS**
- MY ACCOUNT**
- SUPPORT**
- STAY CONNECTED**
- Language**
- RECENT UPDATES**
- powered by**

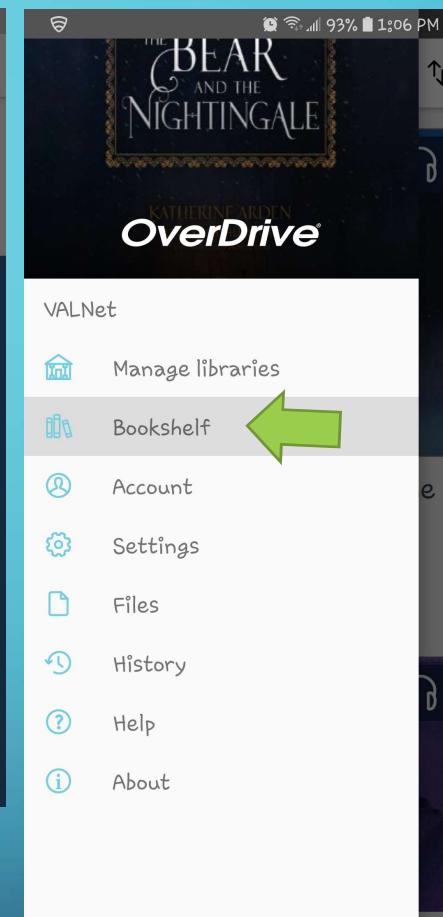
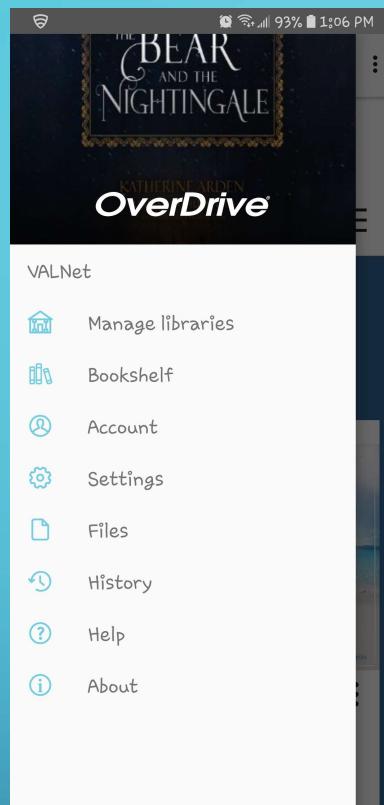


FROM THE MENU ICON YOU CAN REACH MANY OF THE SAME ACCOUNT OPTIONS AS YOU CAN FROM THE BOOK SHELF

The “Subjects” option makes it easy to search for items, or use the “Collections” option to narrow down what you’re looking for by format or audience.

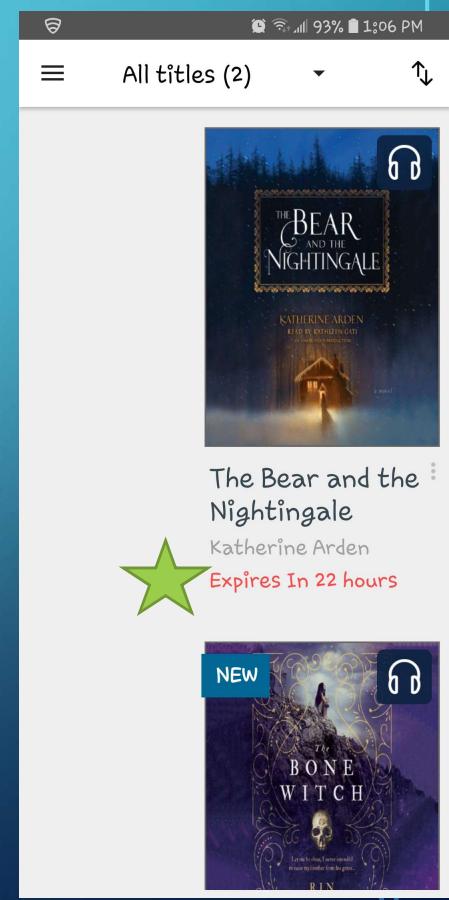


No matter where you are in the Valnet OverDrive Interface, you can click the Menu icon in the top LEFT hand corner to go to the OverDrive App side. When you download titles they are stored on the OverDrive App side.



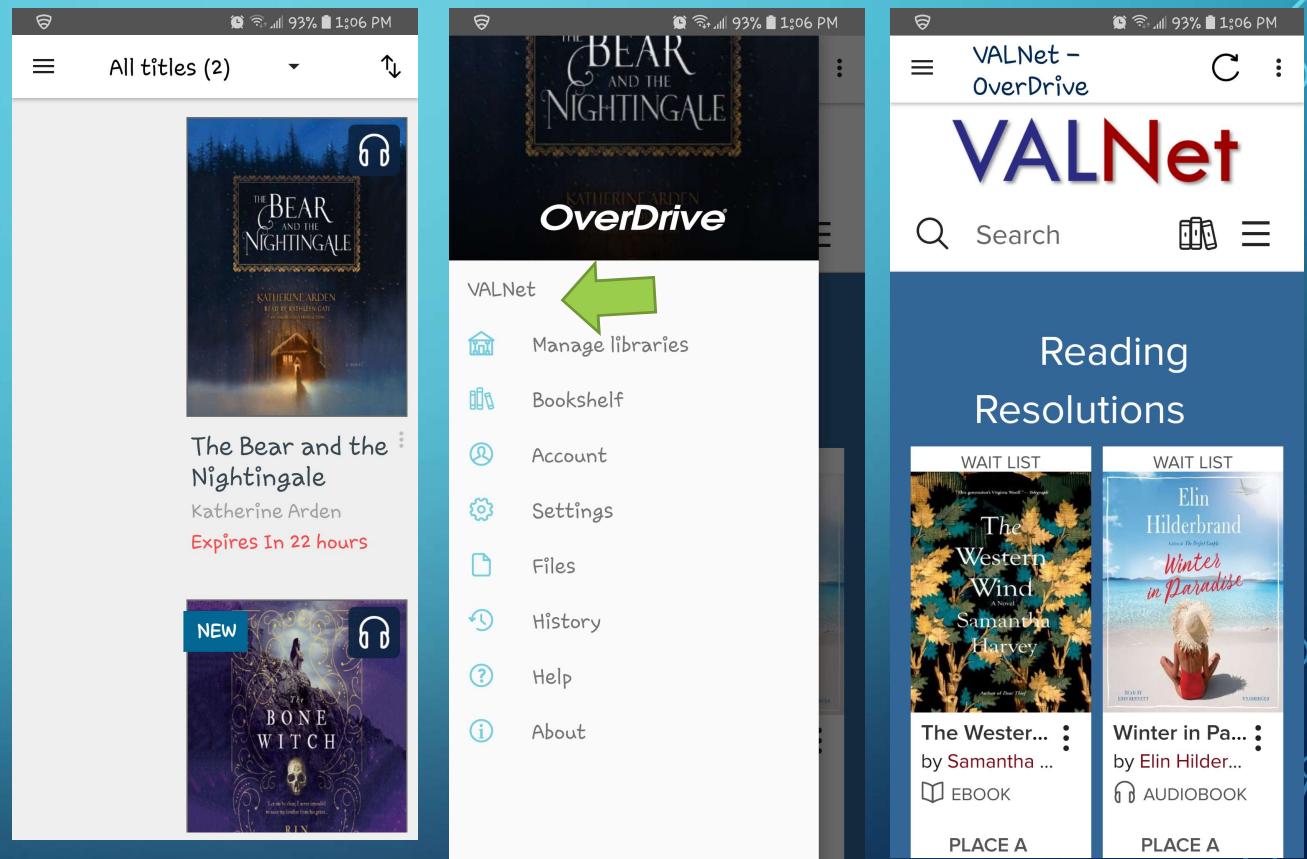
To view the titles you have downloaded click on the bookshelf icon under the OverDrive app side.

Warnings will be shown for titles that are close to expiring (when they're due back.)



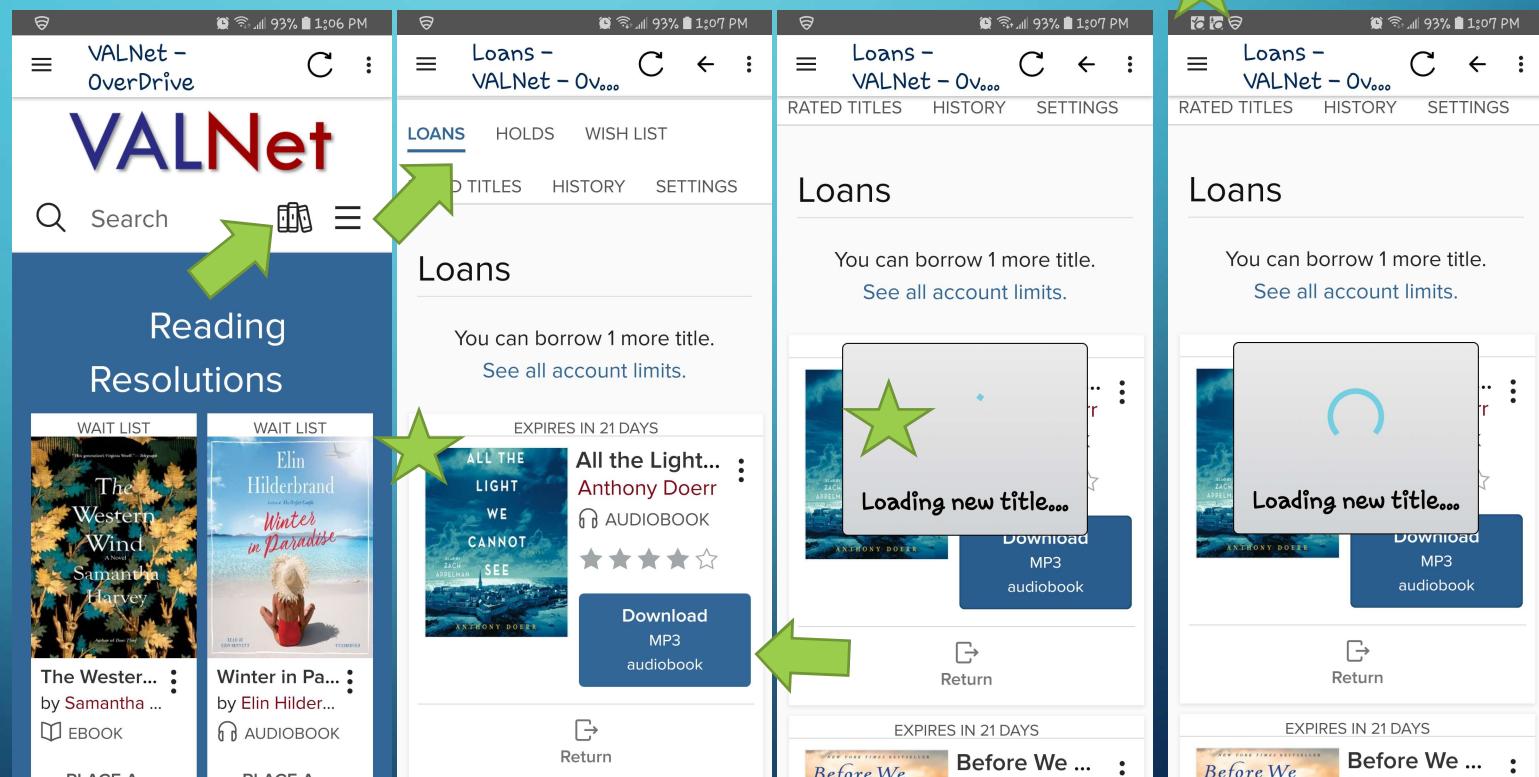
## TO ADD MORE TITLES

To add more titles to your OverDrive App book shelf you will need to download them from the Valnet OverDrive Interface. To return to the Valnet OverDrive Interface from your OverDrive App shelf, hit back on your device, then select "VALNET".



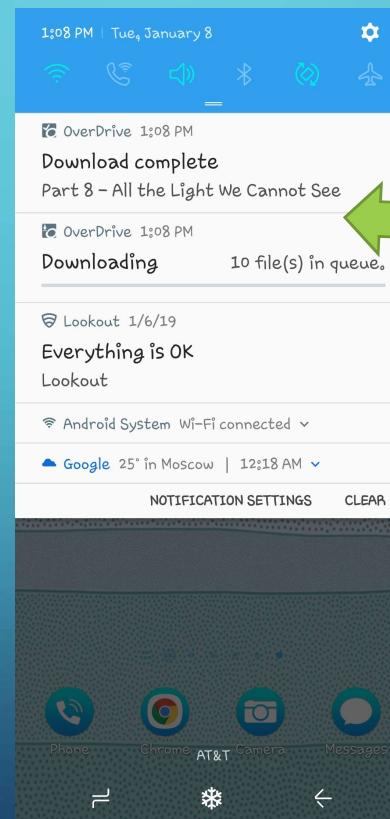
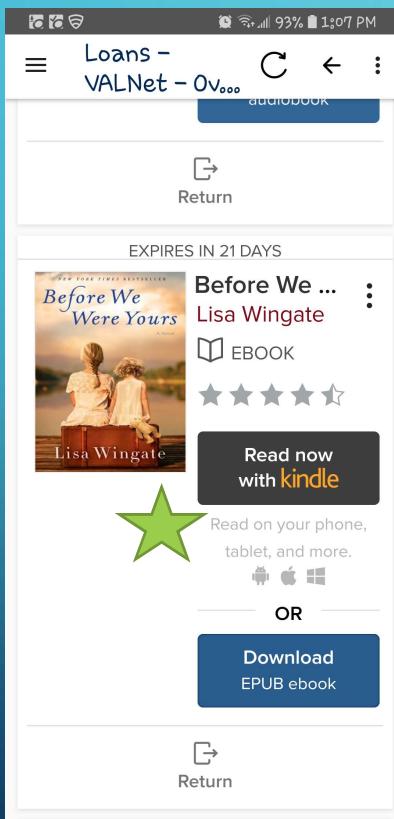
# DOWNLOADING TITLES FROM THE VALNET INTERFACE TO THE OVERDRIVE APP

- To download titles you already have checked out, click on your book shelf on the Valnet side, then Loans, and select download next to the title you wish you download. A pop up should indicate the new title is downloading.



# DOWNLOAD TITLES

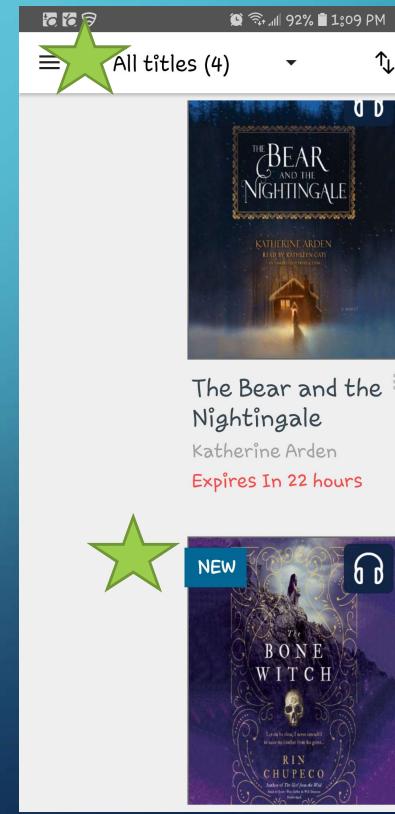
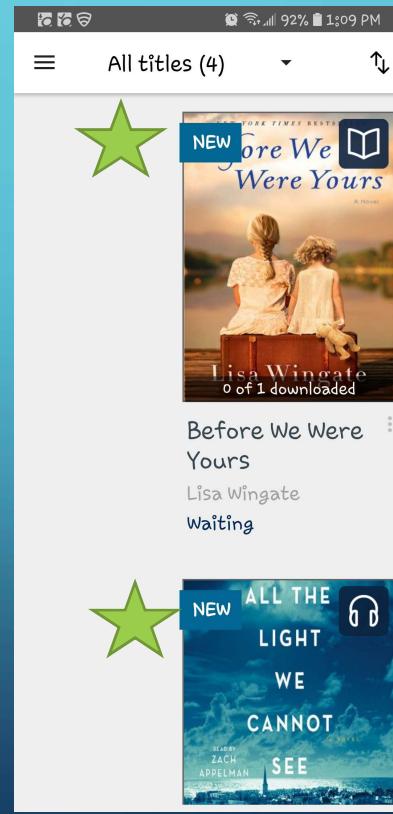
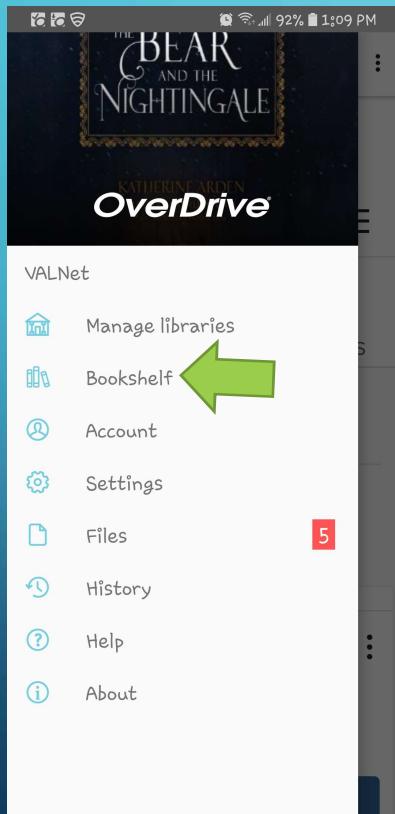
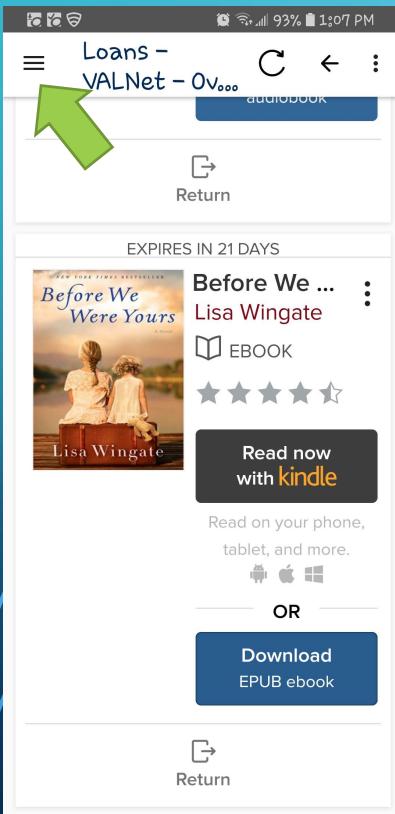
If the titles is available for download in Kindle Format, it will be listed and can be selected.



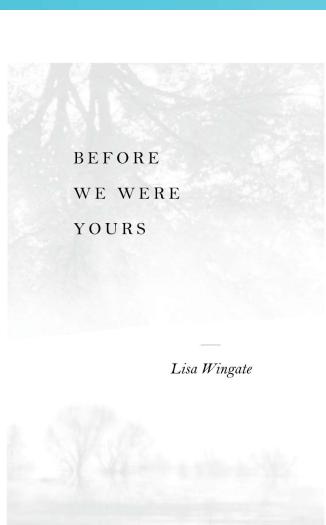
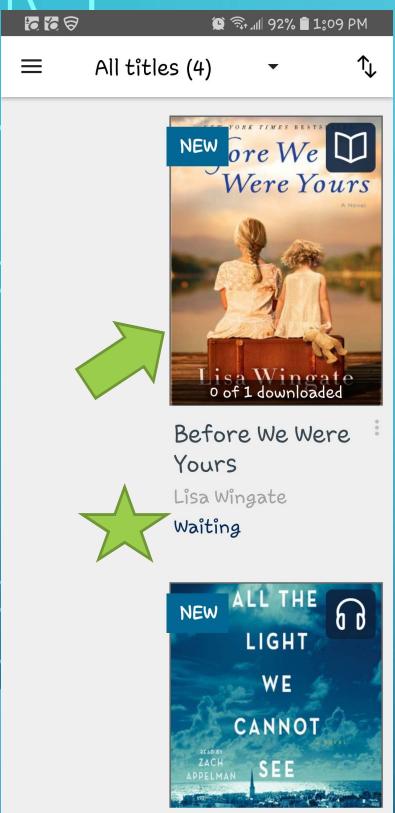
If you visit the downloads screen on your device, it should list the titles downloading.

# ACCESS DOWNLOADED ITEMS

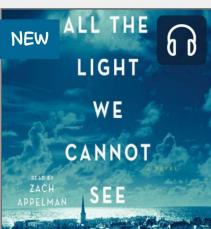
Return to the OverDrive App side by selecting the Menu icon in the top left hand corner then select book shelf. Your newly downloaded titles will be listed with a “New” marker and the total number of titles listed will have increased by how many titles you downloaded. Even titles you previously had checked out will be listed as new until they are opened.



# EREADER IN OVERDRIVE APP



Before We Were  
Yours  
Lisa Wingate  
Waiting



"Did you know that in this land of the free and home of the brave there is a great baby market? And the securities which change hands...are not mere engraved slips of paper promising certain financial dividends, but live, kicking, flesh-and-blood babies."

—FROM THE ARTICLE  
“THE BABY MARKET,”  
*The Saturday Evening Post*, FEBRUARY 1, 1930



Page 1 of 2

## PRELUDE

Baltimore,  
Maryland

AUGUST 3, 1939

My story begins on a sweltering August night, in a place I will never set eyes upon. The room takes life only in my imaginings. It is large

Page 1 of 9

to do with a thirty-year-old daughter who graduated top of her class from Columbia Law and actually enjoys the gritty world of a U.S. attorney's office.

Whatever the reason—perhaps just because the positions of *perfectionist daughter* and *sweet daughter* were already taken in our family—I have always been *brainiac daughter*. I loved school and it was the unspoken conclusion that I would be the family torchbearer, the son replacement, the one to succeed my father. Somehow, I always imagined that I'd be older

Page 6 of 30

“Waiting” Indicates the title is still downloading, but as long as you have data or internet connection you don’t need to wait to start reading it. Just click on the cover to open it. Swipe to flip through the pages. Page numbers will be listed at the bottom, but the OverDrive App will sync with your account and save where you left off.

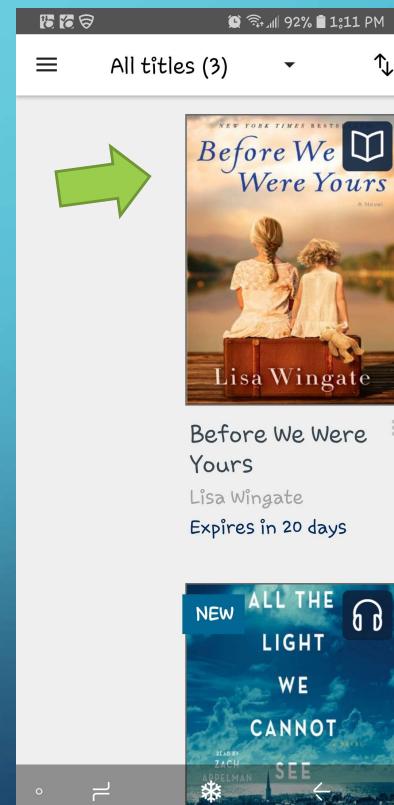
# EACH TIME YOU LEAVE THE TITLE YOUR SPOT WILL BE SAVED

Hit back on your phone to exit from the eReader.  
The title will no longer be listed as new.  
Open the title again and it will open to the page you left off at.

to do with a thirty-year-old daughter who graduated top of her class from Columbia Law and actually enjoys the gritty world of a U.S. attorney's office.

Whatever the reason—perhaps just because the positions of *perfectionist daughter* and *sweet daughter* were already taken in our family—I have always been *brainiac daughter*. I loved school and it was the unspoken conclusion that I would be the family torchbearer, the son replacement, the one to succeed my father. Somehow, I always imagined that I'd be older

Page 6

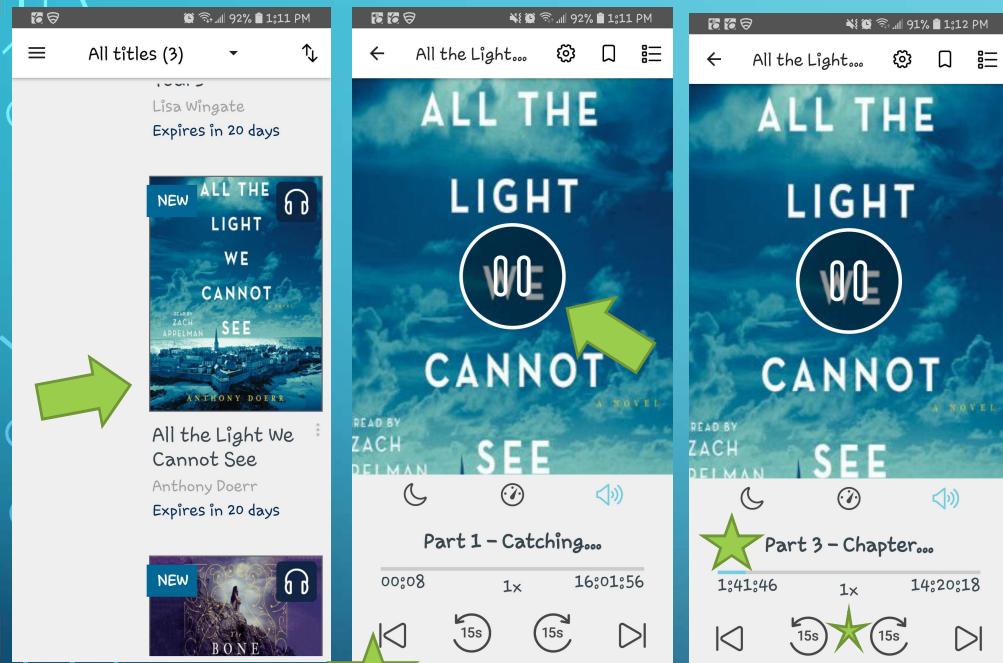


to do with a thirty-year-old daughter who graduated top of her class from Columbia Law and actually enjoys the gritty world of a U.S. attorney's office.

Whatever the reason—perhaps just because the positions of *perfectionist daughter* and *sweet daughter* were already taken in our family—I have always been *brainiac daughter*. I loved school and it was the unspoken conclusion that I would be the family torchbearer, the son replacement, the one to succeed my father. Somehow, I always imagined that I'd be older

Page 6

# AUDIO PLAYER IN THE OVERDRIVE APP



To open an audio book just click the title.  
It will automatically start playing, to pause it  
select the pause button in the middle.

The large arrows, Next & Previous buttons, can  
be used to jump forward and back by chapter.

The small circle arrows can be used to rewind  
or fast-forward by 15 second intervals.

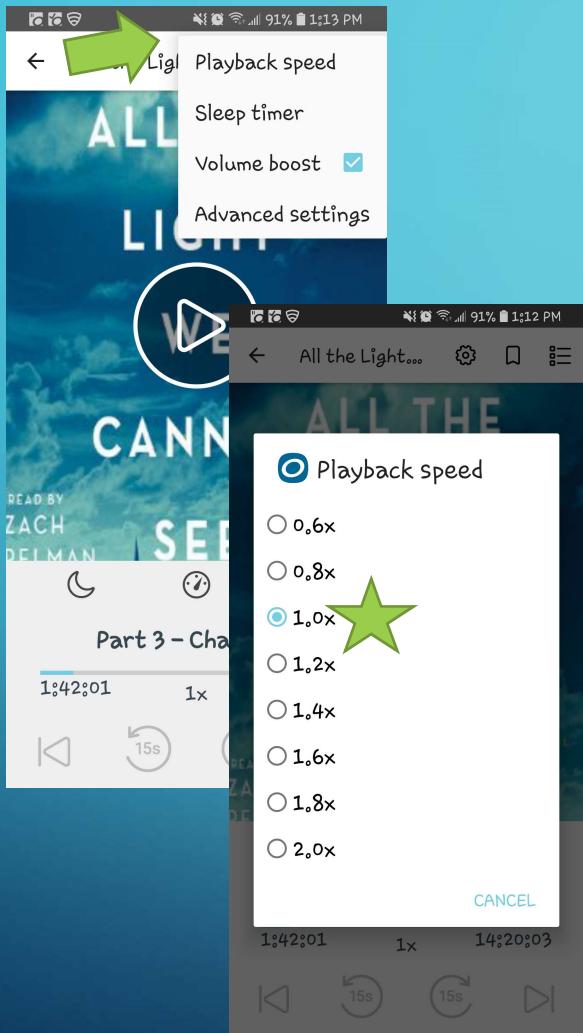
A bar with a blue progress point provides a  
visual of how far you are into the book.

A number on the left beneath the bar shows  
exactly how far you are in, and the number on  
the right indicates how much time you have left  
in the book.

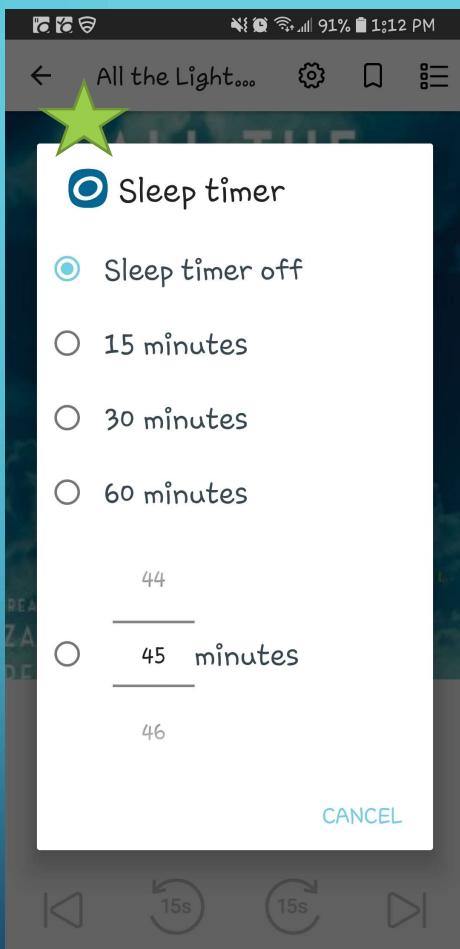
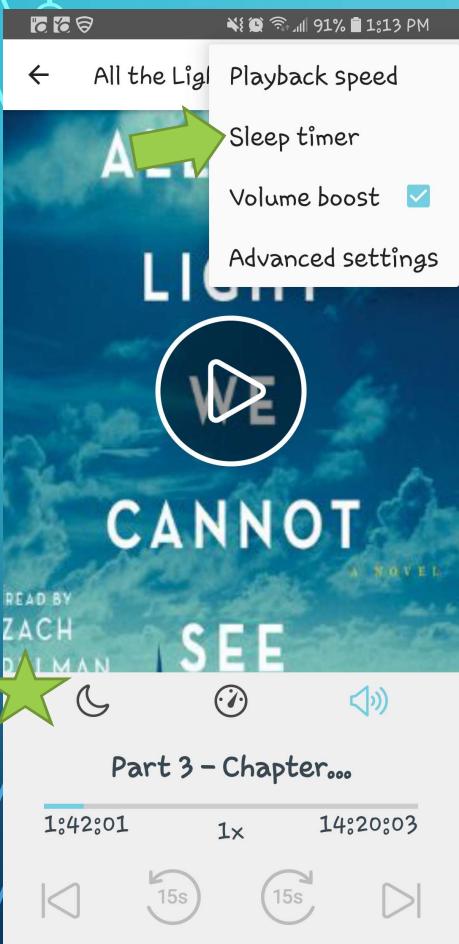
## AUDIO PLAYER IN THE OVERDRIVE APP CONTINUED

- Clicking the ribbon icon will create a bookmark at that exact point in the book. Click the list icon on the right to view options like Playback speed, Sleep timer, Volume boost, and Advanced Settings. Bookmarks can be accessed under Advanced Settings.



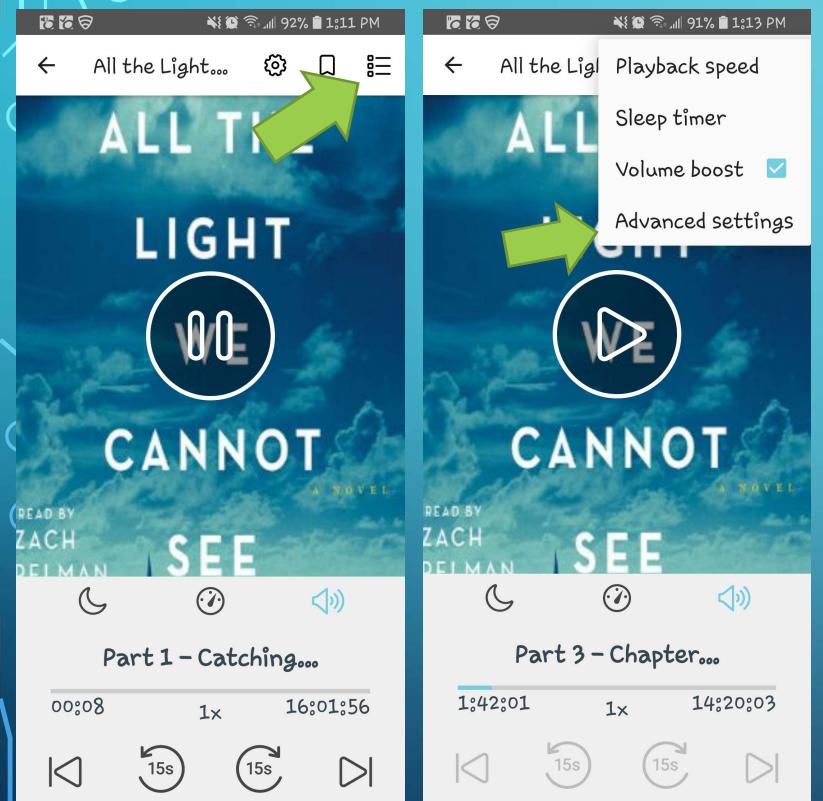


The playback speed can slow down the playing speed (and deepen the reader's voice) or speed up the pace (and raise the pitch of the reader's voice.) A playback speed of 1 (%100) is recommended for optimum enjoyment.



- The sleep timer is great if you're afraid you might fall asleep while listening, or for other reasons want the book to stop playing after a set amount of time. The sleep timer can be assessed by selecting the moon icon or under the list option in the top right hand corner.

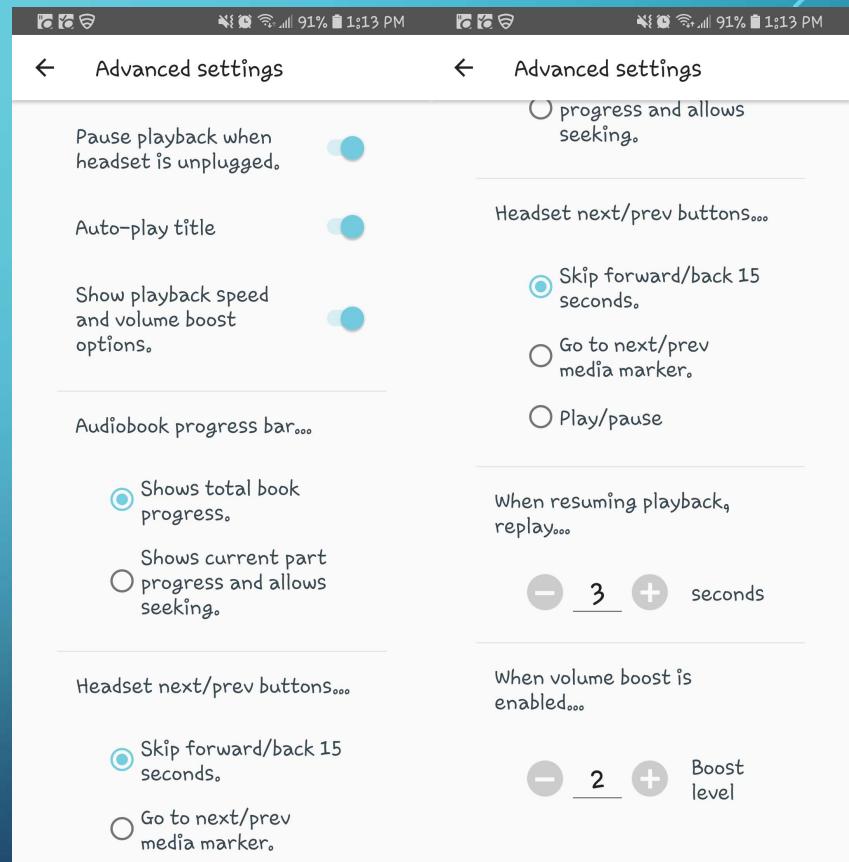
# AUDIO PLAYER IN THE OVERDRIVE APP: ADVANCED SETTINGS



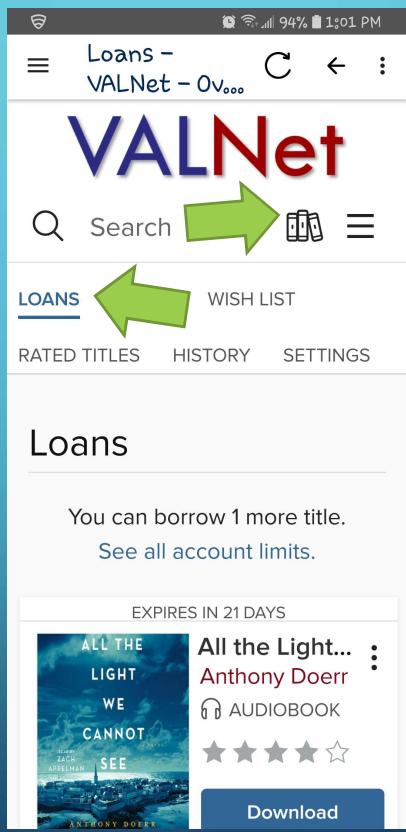
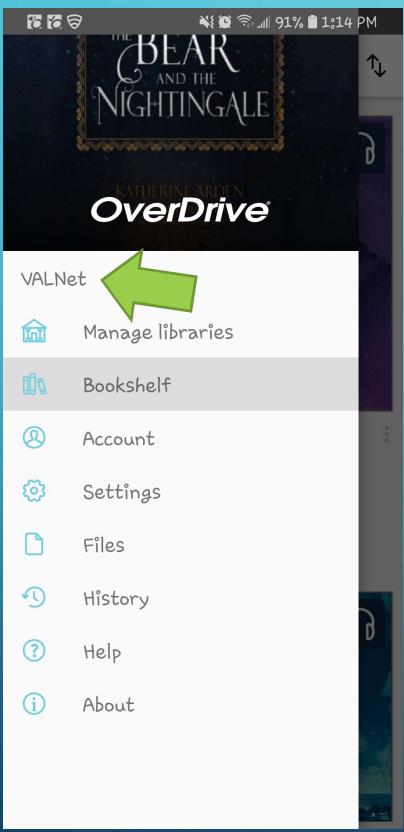
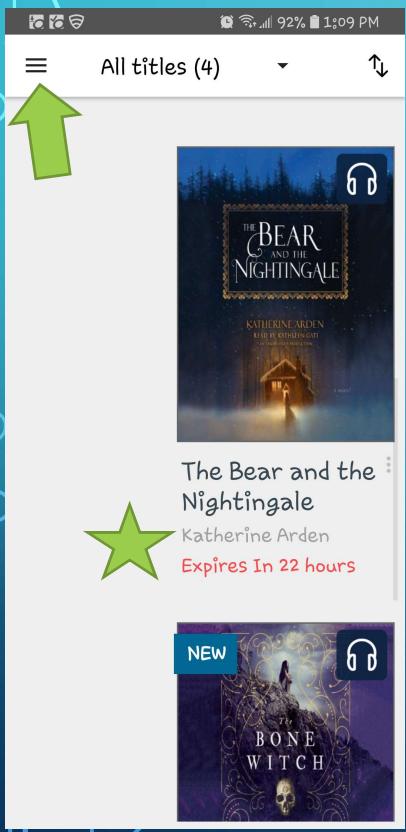
- Pausing playback when headset is unplugged is convenient if your device becomes disconnected from your headset.
- Auto play ensures the book continues playing from track to track (chapter to chapter).
- If your headset has next/previous buttons their range can be customized here by 15 second intervals or by chapter.

# AUDIO PLAYER IN THE OVERDRIVE APP: ADVANCED SETTINGS

- When resuming playback, replaying the last 3 or even 10 seconds can help you remember what was happening when you left off.



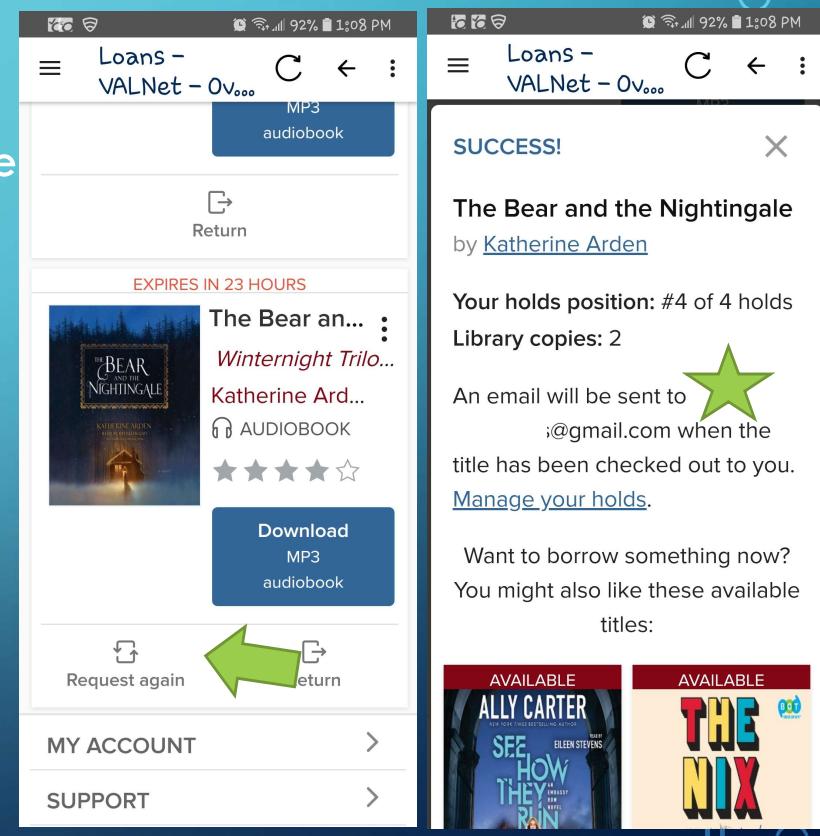
# RENEW TITLES YOU ALREADY HAVE IN THE VALNET INTERFACE



- Many titles, per the agreement with the publishers, can't be renewed until two or three days before they're due.
- To renew the items return to the Valnet Interface side by selecting the menu icon in the top left, then select Valnet.
- Select the bookshelf icon, then loans.

# RENEW TITLES YOU ALREADY HAVE IN THE VALNET INTERFACE

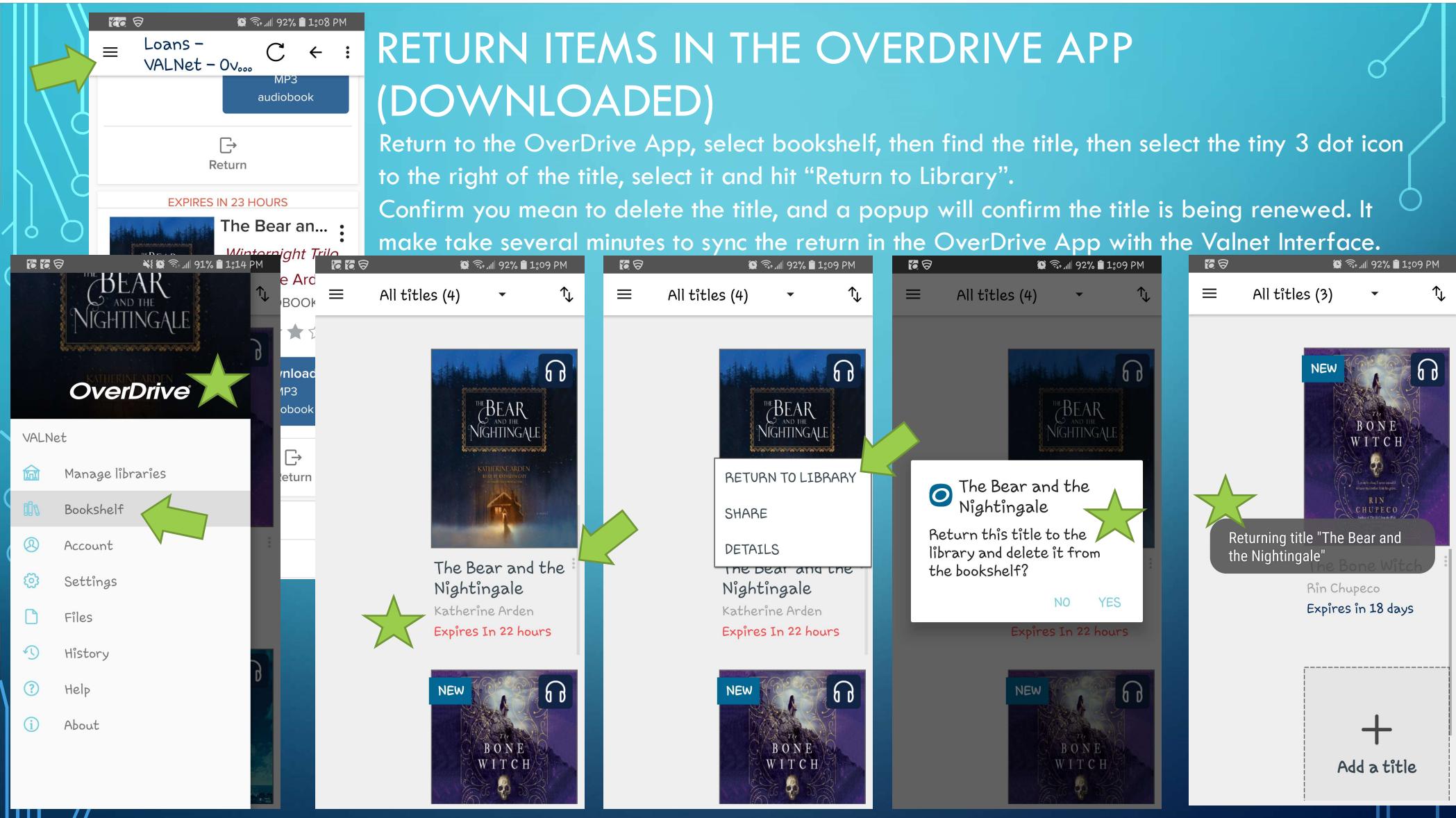
- Find the book you wish to renew and select request again.
- In this case the book was already on hold for someone else, so it automatically created a hold.
- A pop up tells me where I am on the hold list, how many copies are owned to serve this list, and where (what email) I will be alerted when it becomes available.
- Valnet also makes suggestions of similar titles which are Available.

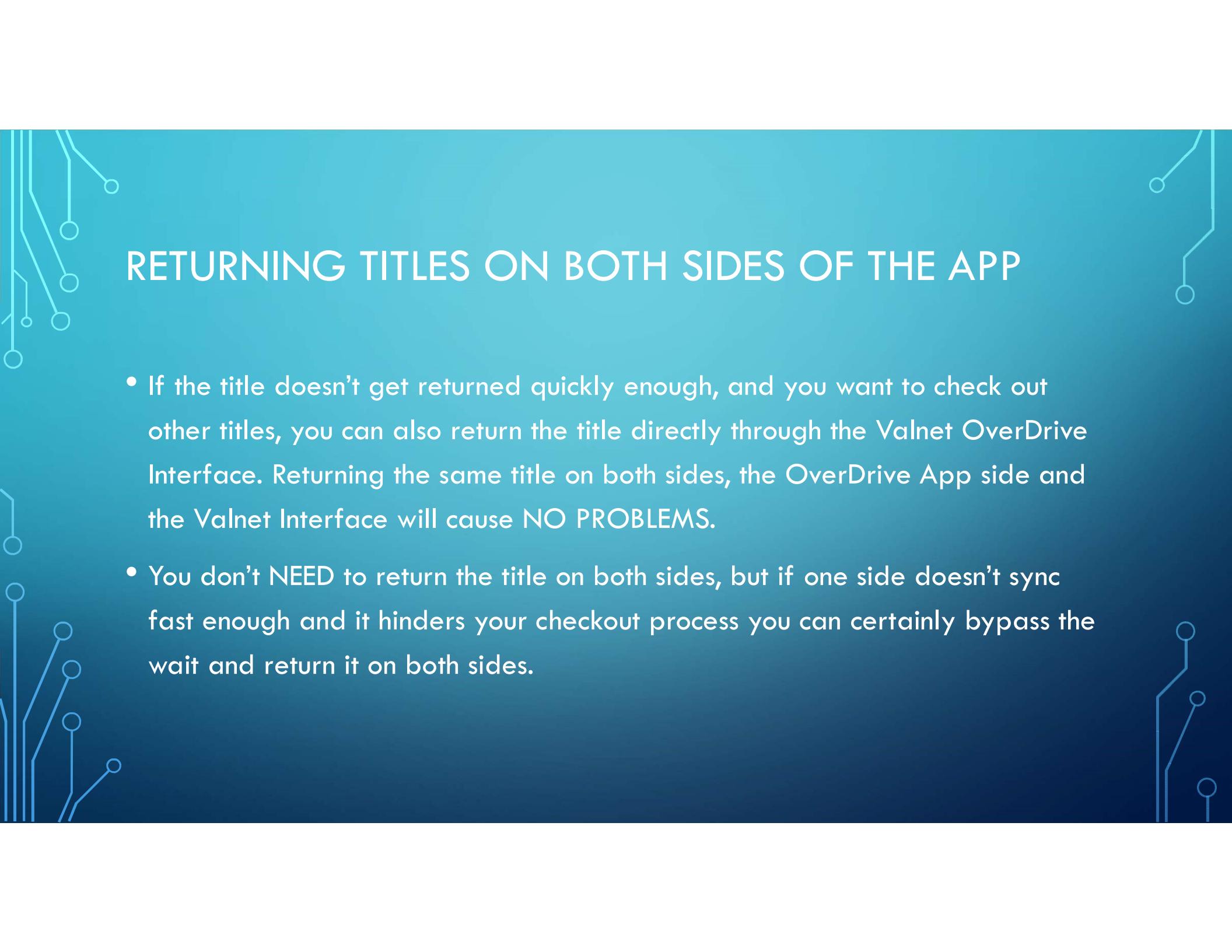


# RETURN ITEMS IN THE OVERDRIVE APP (DOWNLOADED)

Return to the OverDrive App, select bookshelf, then find the title, then select the tiny 3 dot icon to the right of the title, select it and hit “Return to Library”.

Confirm you mean to delete the title, and a popup will confirm the title is being renewed. It may take several minutes to sync the return in the OverDrive App with the Valnet Interface.



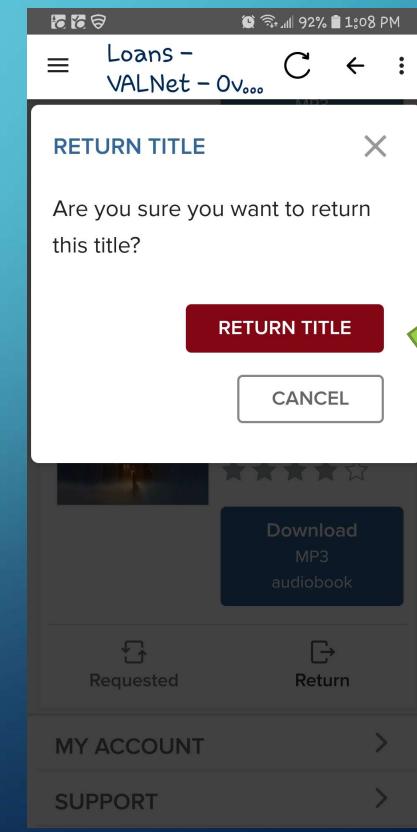
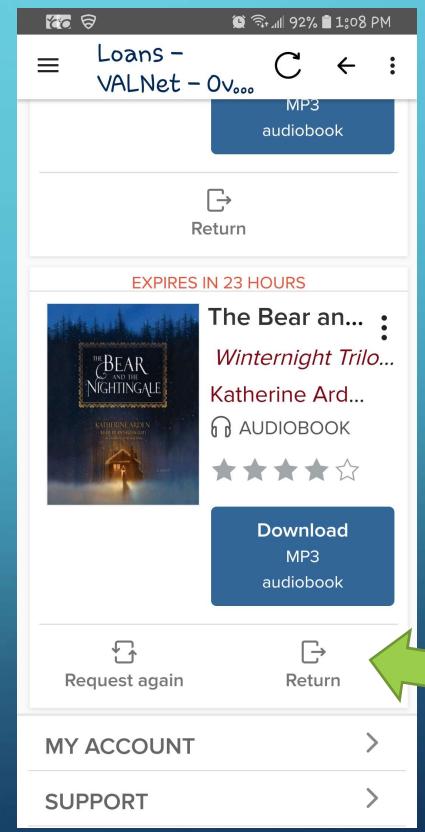
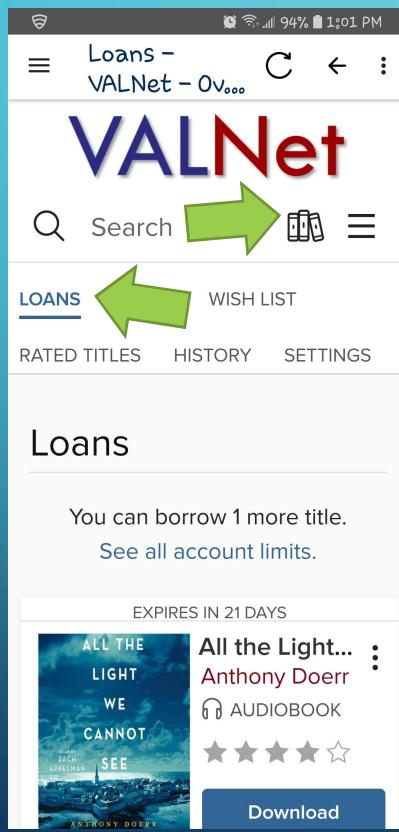
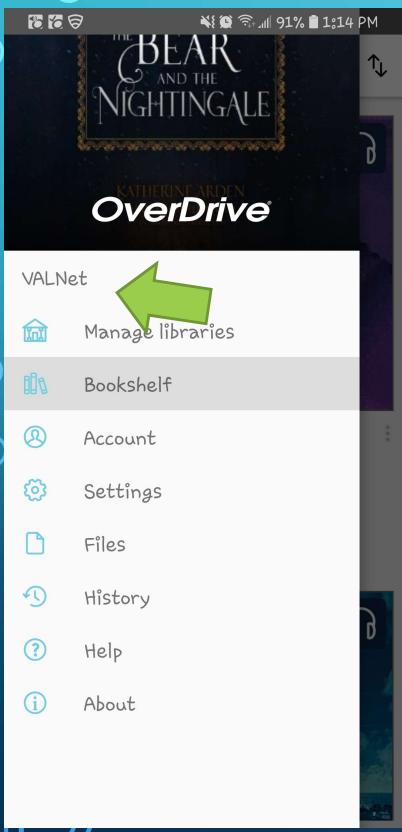


## RETURNING TITLES ON BOTH SIDES OF THE APP

- If the title doesn't get returned quickly enough, and you want to check out other titles, you can also return the title directly through the Valnet OverDrive Interface. Returning the same title on both sides, the OverDrive App side and the Valnet Interface will cause NO PROBLEMS.
- You don't NEED to return the title on both sides, but if one side doesn't sync fast enough and it hinders your checkout process you can certainly bypass the wait and return it on both sides.

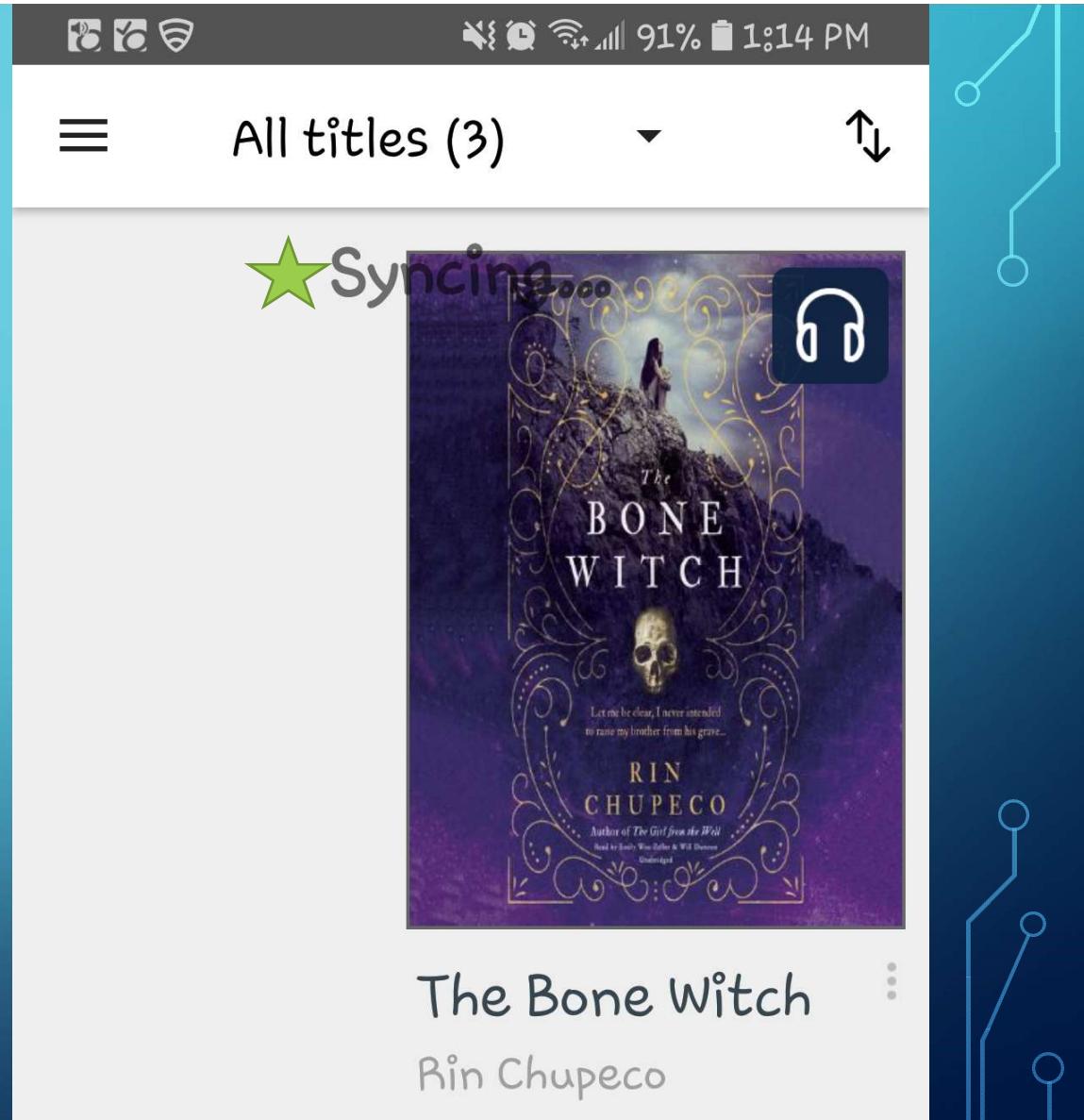
# RETURN ITEMS IN THE VALNET OVERDRIVE LIBRARY

- Go to the Valnet side, select the bookshelf icon, then Loans, and find the title you desire to return.
- Select “Return” and confirm by selecting the red “Return Title” option.



# SYNCING

- Returning to the OverDrive app side you may notice an alert that reads “Syncing”. That’s just the app on your phone syncing with the Valnet OverDrive interface.

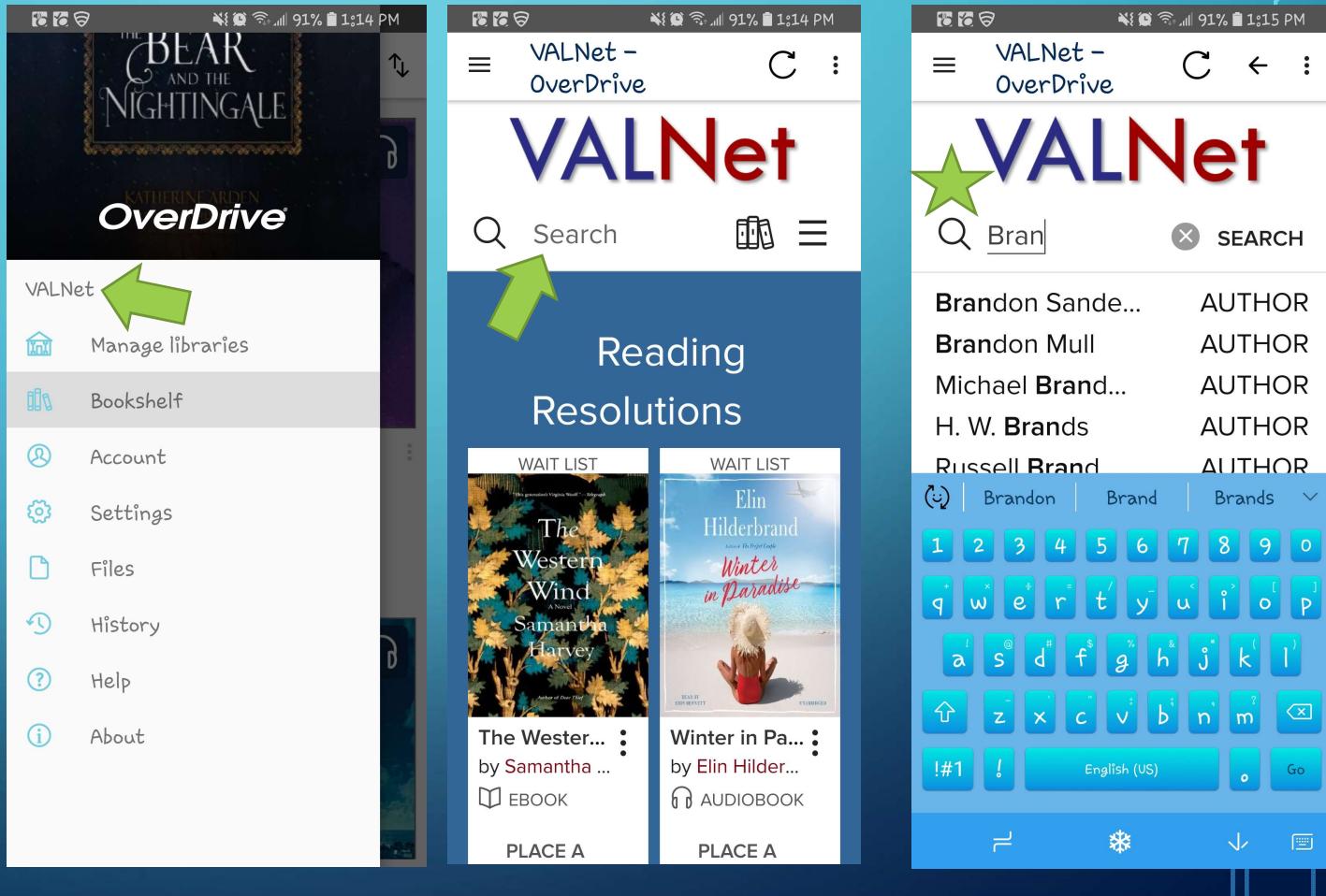


## SYNCING.....

- Whether you are jumping between the eReader/audio player on the website to the OverDrive App, or switching between different handheld devices connected to the same Valnet Account through the OverDrive App, your progress should be saved.
- Depending on how often your device syncs to the Valnet Interface, or if you manually hit sync, you may end up a few pages (eBooks) or a few minutes (audiobooks) from where you last left off.
- If a title expires before you finish it, and you re-request it, often when it comes back to fulfill your hold it will remember where you left off.

# SEARCHING

- Return to the Valnet Interface
- Select the looking glass Search bar
- Type in an author, title name, or subject.
- Here we type in three letters and Valnet suggest popular authors that begin with those letters



# SEARCHING BRANDON SANDERSON

Use the filters to narrow your search down by availability, audiences, date added, or format (ebook or audiobook).

You may be asked to set your preference for ebooks to Kindle, which will limit the search to titles only available in Kindle format. Please note not all ebooks are available in Kindle format. Limiting the search to only ebooks ensures no audio books turn up in the search results.

The screenshots illustrate the search process for Brandon Sanderson:

- Step 1:** The search bar shows "Search results for ...". Below it, a large red star icon is highlighted with a green arrow pointing to the "Filters" button. The screen also shows "VALNet" and search results for Brandon Sanderson.
- Step 2:** The "Filters" button is selected, revealing filter options: Availability (All titles, Available now), Audience, Date added, Ebooks (highlighted with a green arrow), and Audiobooks.
- Step 3:** A modal dialog titled "Kindle reading preference" appears. It asks if you want to set your reading preference to Kindle, noting that you'll only see Kindle Book options for borrowed ebooks. It includes "SET KINDLE PREFERENCE" and "NO THANKS" buttons, with the latter highlighted by a green arrow.
- Step 4:** The search results are shown for "Brandon Sanderson". Two books are listed:
  - THE WAY OF KINGS** (WAIT LIST)
  - OATHBRINGER** (AVAILABLE)Both books have "EBOOK" and "BORROW" buttons. The "Borrow" button for OATHBRINGER is highlighted with a green arrow.

OVERDRIVE OFFERS EASY TECH HELP! USE IT!  
CLICK HELP

The screenshot shows the VALNet library website. At the top, there is a navigation bar with links for Language, Feedback, Recent updates, and Help. Below the navigation bar, there is a search bar and a 'My account' link. A large red banner across the middle of the page encourages users to try the Libby app for ebooks and audiobooks. Below the banner, there is a section titled 'Reading Resolutions' featuring several book covers with the word 'WAIT LIST' above them. A 'SEE ALL' link is located in the top right corner of this section.

Language ▾ Feedback Recent updates Help

Subjects Collections ▾ Kindle Books

Search My account ▾

Try Libby, our new app for enjoying ebooks and audiobooks!

X

SEE ALL

WAIT LIST

WAIT LIST

WAIT LIST

ALEXANDER

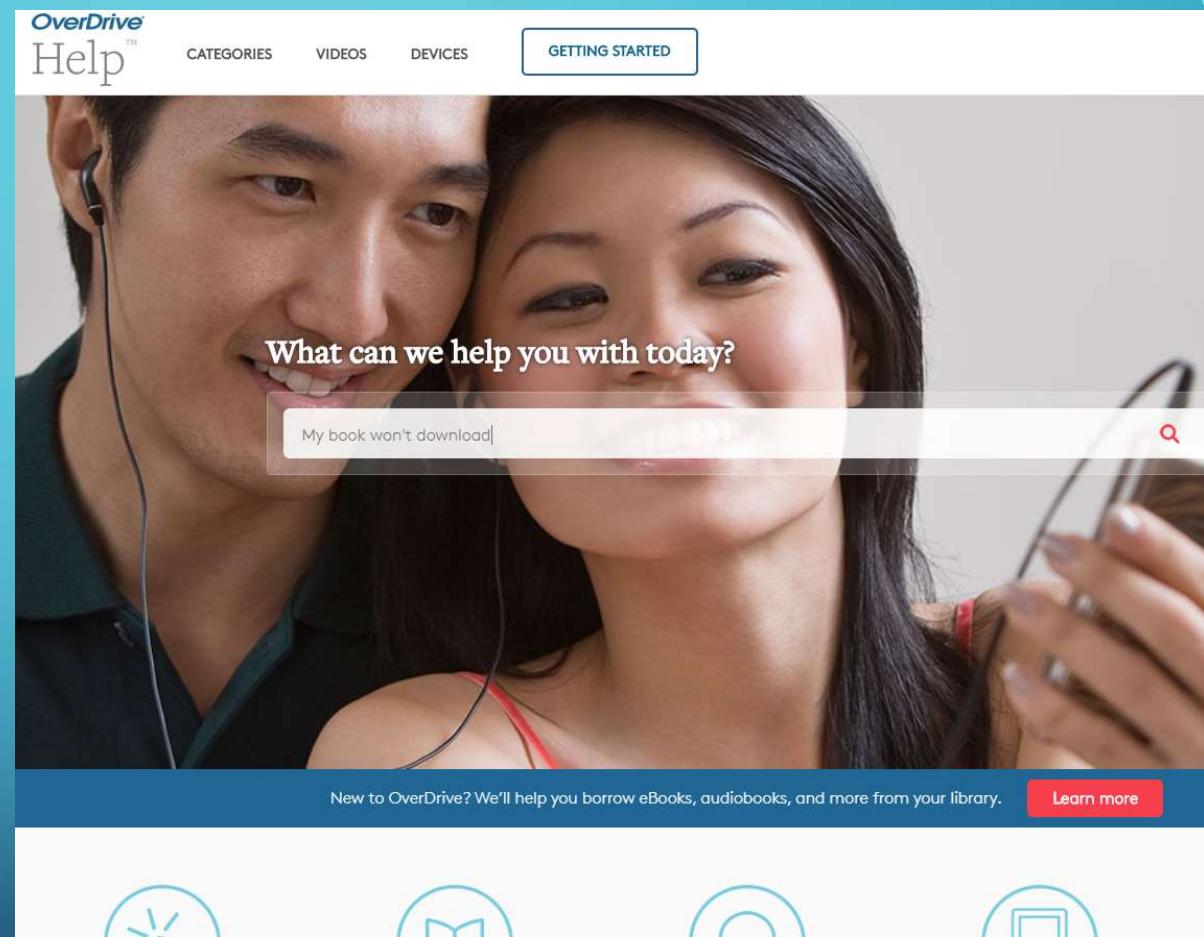
WAIT LIST

BECOMING

SEE ALL

# OVERDRIVE HELP

- Enter your problem and search



# RESULTS INCLUDE:

Written tutorials, video tutorials and even device specific tutorials

The screenshot shows a search result page from the OverDrive Help website. The top navigation bar includes links for CATEGORIES, VIDEOS, DEVICES, and a highlighted GETTING STARTED section. A search bar contains the query "My book won't download". The main content area displays three search results:

- Getting started with Kindle Books from your library**  
You can borrow Kindle Books from your library to read on Kindle devices or Kindle reading apps. Note: Kindle Books are currently available for U.S. libraries only. You can also use our new app, Libby, to get Kindle Books from your library. Learn more about Libby here. If you're ...  
Dec 14, 2018 04:05PM EST  
[Back to top ^](#)
- How to authorize and deauthorize Adobe Digital Editions on a computer**  
Authorizing Adobe Digital Editions To download DRM-protected ebooks to your computer and transfer them to compatible ereaders, you'll need to install and authorize Adobe Digital Editions (ADE). To download the same ebooks to additional computers or devices, be sure ...  
Nov 09, 2018 03:28PM EST  
[Back to top ^](#)
- How to return titles to your library**  
Choose the image below that looks like the titles in your library's collection. All digital titles are automatically returned on their due dates, so you never have to worry about late fees. If you'd like to retur...  
Dec 14, 2018 02:23PM EST  
[Back to top ^](#)

On the right side, there is a sidebar titled "Categories" with links to Getting started, Ebooks, Audiobooks, OverDrive app, and Troubleshooting. A green button at the bottom right says "Find library support".



THE END