



eBook Basics (Adobe Digital Editions)

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Initial Setup

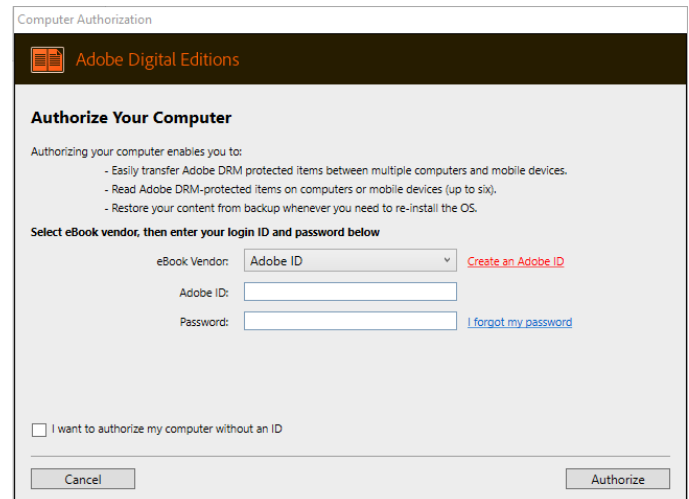
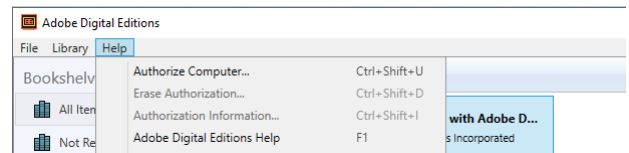
To transfer borrowed library eBooks to your Kobo you require the Adobe Digital Editions software on your Windows or MacOS computer. You only need to set this up once. To install any app, your computer must be connected to the internet.

Set Up Adobe Digital Editions

1. Open your browser and go to <https://www.adobe.com/products/digital-editions/download.html>
2. Click the link for either the Macintosh or Windows version of the software depending on what kind of computer you use.
3. After the file has downloaded, open it to run the installer. Check the box to accept the license agreement terms and click *Next* button.
4. The default options on each screen are fine to leave as-is. (It's most important to have the *Associate .acsm and .epub file types* checkbox checked.) Click the *Next* button until you get an *Install* button.
5. If prompted to install an add-on product like Norton Security, uncheck the box and click the *Next* button.
6. When it says installation is completed, click the *Close* button.

Authorize Computer/Create Adobe ID

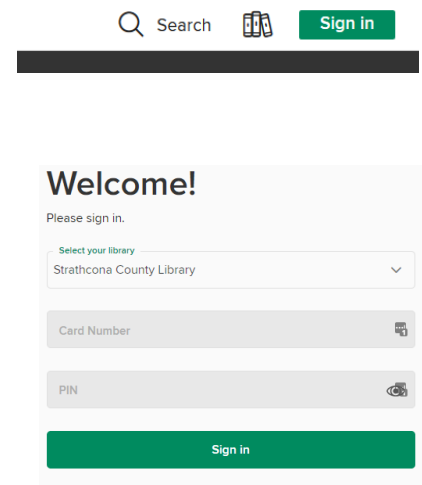
1. Click on *Help*, and then *Authorize Computer*. This will open a dialog box asking for your Adobe ID information.
2. Click on *Create Adobe ID*, if you don't already have one.
 - a. If already have an account, enter your Adobe ID and password here, then click *Authorize*. If you have forgotten your password, click the *I forgot my password* link for a recovery option.
3. Click on *Create Adobe ID*. This opens a form in an internet browser.
4. Type in the required information about yourself and make a password.
5. Click *Create Account*.
6. After completing the form, go back to the dialog box in Adobe Digital Editions and enter your Adobe ID (your email address) and the password that you just created. **IMPORTANT:** leave the "I want to authorize my computer without an ID" box **unchecked**.
7. Click *Authorize*.
8. You will then see a message that your computer has been authorized. Click *OK*.



Downloading eBooks to Your Computer

Sign in to OverDrive

1. Open your browser again and visit the Library's OverDrive catalogue <https://sclibrary.overdrive.com/>
2. Click the green *Sign In* button near the top right of the window.
3. Select your library location, enter your library card number and PIN, and click *Sign In*.
4. You can now begin browsing for books.



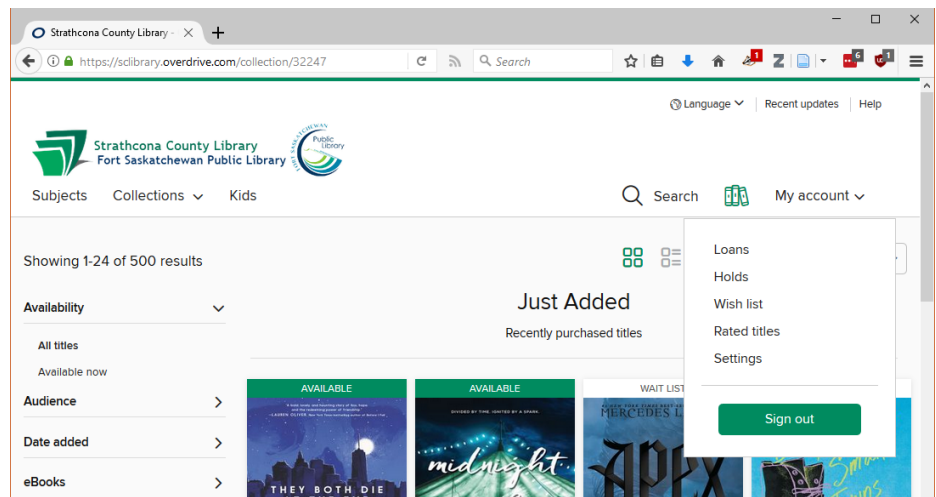
Find an eBook in Our OverDrive Catalogue

1. Click the magnifying glass in the top right to search for an author or the title of a book you would like to read.
2. In the list of search results, click on the cover to read a description of the book.

Download from Your Loans Page to Your Computer

1. Click the green *Borrow* button next to an eBook to add it to your Loans page. A dialog box may appear with the option to *download* or *read now in browser*. You can select *download*, or close the box to continue browsing.
2. Click the icon that looks like 3 books (or *My Account*, then *Loans*) to access the Loans page and your borrowed eBooks. These eBooks are borrowed but aren't on your computer yet.
3. Click the *Download* button by the book you wish to download.

At this point, depending on your browser settings, you may be asked if you want to *Open* or *Save* the file. You want to open it with Adobe Digital Editions.

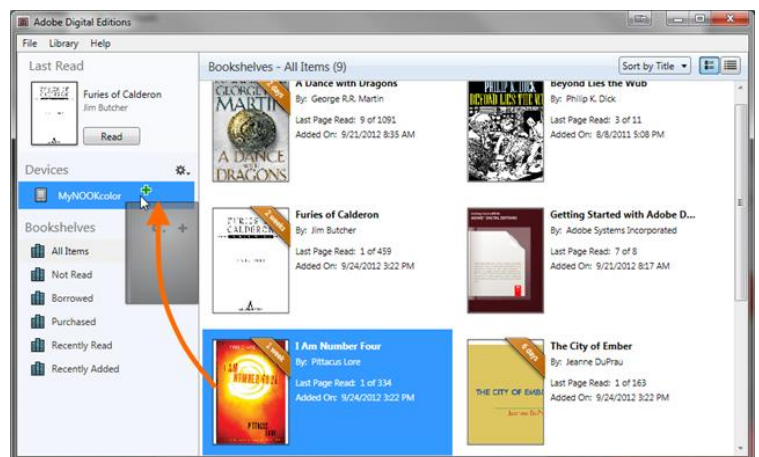


Open the eBook in Adobe Digital Editions

1. Open the eBook file, either by:
 - a. telling the browser you want to *Open* the file when you clicked the *Download* button, OR
 - b. clicking on the file in your browser's list of downloaded files.
2. Adobe Digital Editions will open and you will see a progress bar saying it is *Downloading Content...*
 - a. the very first time you do this Adobe Digital Editions might show you the *Authorize Your Computer* dialog box (see **Authorize Computer/Create Adobe ID** above for how to do that).
3. Once the content is downloaded, the eBook will open and you will be able to read it on your computer.

Transfer the eBook to Your eReader

1. If you have the eBook open in Adobe Digital Editions, click the *Library* button near the top left of the window.
2. Plug your eReader into your computer.
3. When the eReader appears in the left-hand panel of Adobe Digital Editions (under *Devices*), you can click on the cover of a book and drag it to the eReader's icon. Release it when the cursor changes to a green plus sign and it will be transferred.
4. Always *Eject* or *Safely Remove* your eReader before unplugging it from your computer.
5. Unplug your eReader. On a Kobo you should see a brief message about "Processing content."

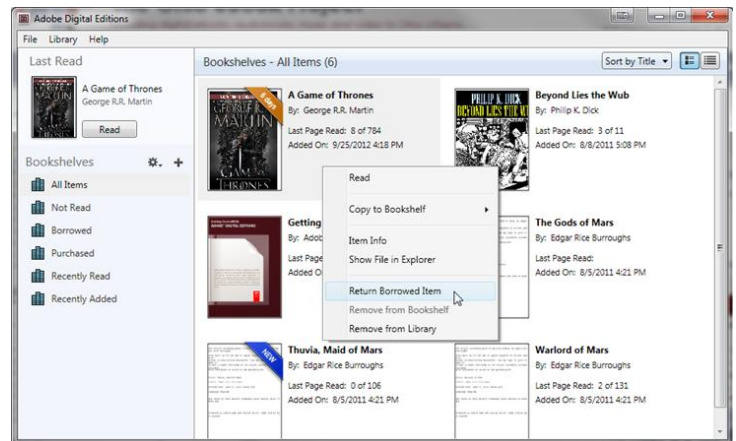


Return eBooks (optional)

Your eBooks are borrowed for 3 weeks at a time, and do not need to be returned; after the 3 weeks they will be marked as expired and you won't be able to read them anymore.



If you want to return an eBook early, follow these steps.

1. Open Adobe Digital Editions.
2. In the Library view, right-click on the cover of the eBook you wish to return early.
3. Click *Return Borrowed Item*.
4. Click the *Return* button in the dialog box that pops up. Now the next person waiting for the eBook can download it.



This has been how the steps should go. Sometimes we run into problems, especially with authorizing Adobe Digital Editions with multiple accounts and devices. If that happens to you, get in touch with the Library and we will try to figure it out together.

How Can I Get More Help?

	<p>Staff at the Library's Information Desk can help you with downloading eBooks to your computers, smartphones and other devices. Email: info@sclibrary.ca Phone: (780) 410-8600 We also offer classes on our library's eResources: <ul style="list-style-type: none"> • Check our calendar for the upcoming schedule: https://sclibrary.ca/tech-help </p>
	<p>The OverDrive help documentation can be quite useful:</p> <ul style="list-style-type: none"> • How to transfer eBooks to an eReader using Adobe Digital Editions https://help.overdrive.com/customer/portal/articles/1481071 • How to authorize Adobe Digital Editions on a computer https://help.overdrive.com/customer/en/portal/articles/1481077-how-to-authorize-adobe-digital-editions-on-a-computer • How to deauthorize Adobe Digital Editions https://help.overdrive.com/customer/en/portal/articles/1481120-how-to-deauthorize-adobe-digital-editions