Digital Library Basics

Maxwell Memorial Library

Tuesday, March 21, 2017

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Links and information for each vendor

1 Overdrive

- Content forms
  - Audiobooks
  - eBooks
- Devices
  - You can download to mobile devices.
  - You can read on a Web browser on a laptop or desktop
  - It may be possible to download to Adobe Digital Editions on
- Lending period/limits, holds
  - Lending periods
    - ★ You can set your eBook or audiobook checkout period to 7, 14 or 21 days.
    - ★ You can set your video checkout period to 3, 5, or 7 days.
    - ★ If no one has a hold on the item, you can also renew for up to 14 more days.
  - Limits & holds
    - ★ You can borrow up to 10 eBooks or e-audiobooks at one time.
    - ★ You can have up to 10 holds at one time.
    - ★ OTOH, you can have a wish list with up to 5,000 titles.

- Favorites

  - Ratings (1–5 stars) rather than favorites lists.

- History

  - Some apps allow you to maintain a history list of your checkouts. Overdrive does not maintain a list itself.

- Text to speech

  - Works on Android, iOS, and Windows 8 (8+?) but requires the use of an external app or the system's own functions.
  - It also works on macOS, at least if you download items using Adobe Digital Editions.

- Help

1.1 Getting started with Android

(From https://help.overdrive.com/customer/portal/articles/1481622)

You can use the OverDrive app to get eBooks, audiobooks, streaming videos, and periodicals from your library on your Android device.

Notes:

- *Android devices include many popular phones and tablets, like the Google Pixel, many Samsung phones and tablets, NOOK tablets (like the NOOK Tablet 7" and NOOK HD/HD+), Kobo tablets (like the Arc and Arc HD), HTC devices, Lenovo devices, LG devices, and more.*

- *Some digital formats may not be available from all libraries.*

Step 1

Download the OverDrive app from one of the following:

- Google Play

- app.overdrive.com

Step 2

Open the OverDrive app and follow the prompts to sign in (or sign up) using your library card, Facebook, or a free OverDrive account. Learn which sign-in option is right for you here.

If you're under 13, you can use one of the under–13 sign-in options.

Step 3

In the OverDrive app, tap the icon in the top-left corner to open the **Home menu**. Tap **Manage libraries**, then tap + to find your library's digital collection.

- Tap the star to save your library to your library list.

- Tap your library's name to start browsing.

Step 4

Borrow a title (you'll need to sign into your library's digital collection to complete this step).

Step 5

Once you've borrowed a title, tap to go to your **Loans** page and see your options for the title. From there, you can:

- Tap **Download**, then tap:
    - **EPUB eBook** to download EPUB eBooks to the app **Bookshelf**.
    - **Kindle Book** (U.S. only) to complete checkout on Amazon's website and send the book to your Kindle device or Kindle reading app.

- Tap **Download** to download MP3 audiobooks to the app **Bookshelf**.

- Tap **Add to app** to add streaming videos to the app **Bookshelf**.

- Tap **Read in browser** to open read-alongs or MediaDo Reader eBooks right in your web browser.

Note: Magazines and newspapers work a little differently than other digital titles. See getting started with periodicals for more help.

Check out our OverDrive app video for a visual overview of getting started in the app.

Last Updated: Feb 24, 2017 10:41AM EST

1.2   Getting started with iOS devices (iPhoneslash iPad- slash iPod touch)

(From https://help.overdrive.com/customer/portal/articles/1481620)

You can use the OverDrive app to get eBooks, audiobooks, streaming videos, and periodicals from your library on your iOS device (iPhone/iPad/ iPod touch).

Note: Some digital formats may not be available from all libraries.

Step 1

Download the OverDrive app from the Apple App Store.

Step 2

Open the OverDrive app and follow the prompts to sign in (or sign up) using your library card, Facebook, or a free OverDrive account. Learn which sign-in option is right for you here.

If you're under 13, you can use one of the under–13 sign-in options.

Step 3

In the OverDrive app, swipe from left to right to open the **Home menu**. Then, tap **Add a library** to find your library's digital collection.

- Tap the star to save your library to your library list.

- Tap your library's name to start browsing.

Step 4

Borrow a title (you'll need to sign into your library's digital collection to complete this step).

Step 5

Once you've borrowed a title, tap ⬛ to go to your **Loans** page and see your options for the title. From there, you can:

- Tap **Download**, then tap:
    - **EPUB eBook** to download EPUB eBooks to the app **Bookshelf**.
    - **Kindle Book** (U.S. only) to complete checkout on Amazon's website and send the book to your Kindle device or Kindle reading app.
- Tap **Download** to download MP3 audiobooks to the app **Bookshelf**.
- Tap **Add to app** to add streaming videos to the app **Bookshelf**.
- Tap **Read in browser** to open read-alongs or MediaDo Reader eBooks right in your web browser.

***Note:** Magazines and newspapers work a little differently than other digital titles. See getting started with periodicals for more help.*
Check out our OverDrive app video for a visual overview of getting started in the app.
Last Updated: Feb 24, 2017 05:01PM EST

2   Hoopla

- Content forms
    - Audiobooks
    - Comics
    - eBooks

- ○ Music
- ○ Movies
- ○ TV

- Devices

  - ○ You can download to mobile devices. With laptops/desktops, you can only stream.
  - ○ Streaming to TV by way of Apple TV or Chromecast.

- Lending period/limits, holds

  - ○ 4 titles per month (Maxwell's limit)
    - ⋆ The monthly borrow limit resets at 12:01am on the first day of the new month.
  - ○ Lending periods
    - ⋆ Movies and TV titles: 3 days.
    - ⋆ Music albums: 7 days.
    - ⋆ Audiobooks, ebooks and comics: 21 days.

- Favorites

  - ○ Remembers your favorite categories in the app and on the Website.
  - ○ You can also mark titles, artists, authors, and series as favorites.

- History

  - ○ Hoopla allows you to"hide" your history. I don't know whether that deletes it or not.
  - ○ It also allows"deletion" of individual titles, but again, I don't know whether they get deleted in Hoopla's own records.

- Help

3 cloudLibrary (OCPL may drop this soon)

- Content forms

  - eBooks
  - Some audiobooks

- Devices

  - You can read/listen to books on multiple devices/computers.
    - ★ The apps/applications on the devices/machines need to use the same encrypting account.
    - ★ This is either an Adobe ID account or a cloudLibrary vendor ID adobe account.
  - You can download to mobile devices.
  - Laptops/desktops only allow streaming.

- Lending period/limits, holds

  - Seems to be 3 weeks (21 days).
  - I don't know if that applies to everything, but that has been the period for the eBooks and audiobooks I've checked out.

- Favorites

  - cloudLibrary Website will not remember your favorite categories for browsing.
  - The app does remember, however.

- History

  - Keeps a record of your history (you might regard this as either a bug or a feature).
  - You can delete your history.
  - I don't know whether that deletes your history from all records held by cloudLibrary.

- Text to speech

- ○ iOS only

- Support

  - ○ General help
  - ○ Link to the manual
  - ○ Links for downloading the app