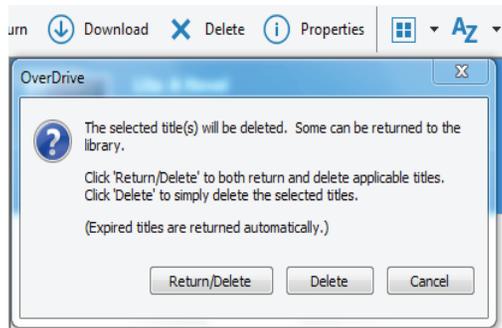


7. Returning an Audiobook Early

Audiobooks are returned automatically at the end of your loan period. Select the "Delete" button from the OMC. It will ask you if you'd like to return and delete. Select this option and the title will be deleted from your account.

When your audiobook is returned, it will remain on your MP3 player until you delete it. You will need to remove the audiobook from your device by connecting it to your computer and opening either iTunes or Windows Media Player (depending on your device), and then delete the associated files.



8. Renewing an Audiobook

You can renew an audiobook three days before it is due. Go to the OverDrive website and click the icon for your account and select "loans". Under the cover of the book you'd like to renew you will see "Request Again." Enter and confirm your email address in the pop-up window. If the audiobook is available, it will return itself at the end of your loan period and then you will need to download it again. If it is not available, it will be added to your holds page.



**Monroe County
Library System**
www.libraryweb.org

Audiobooks Using OverDrive for the Desktop Computer

@ the Monroe County Library System



**Monroe County
Library System**
www.libraryweb.org

1. Overview

You can borrow free audiobooks from the Monroe County Library System.

Visit libraryweb.overdrive.com to view the library's audiobook catalog.

You can transfer MP3 audiobooks to your MP3 player or listen to them on your laptop or desktop computer.

If you use Windows 8 or higher please use the brochure "eBooks and Audiobooks for Tablets, Smartphones, and Windows 8 and 10 Computers."

2. Downloading the Software

OverDrive Media Console (OMC) for the desktop can be downloaded at app.overdrive.com. Select the OverDrive symbol in the middle of the page. Scroll to the bottom of the page and select Download for Windows Desktop or Mac. It will immediately download to your computer.



If you are transferring audiobooks to an Apple device you will need to have the newest version of iTunes on your computer.

3. Searching the OverDrive Catalog

Search the catalog by clicking the magnifying glass at the top of the page. This will open the search box to find an author or title.

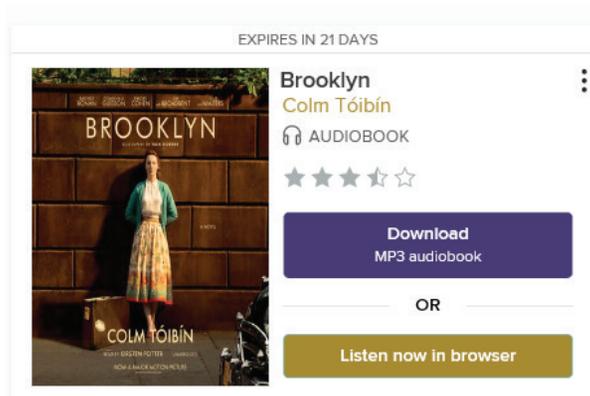
You can also perform an advanced search by clicking the "Advanced" link. To limit search results to audiobooks that are currently available for checkout, select "Available Now" under "Availability."

4. Borrowing an Audiobook

Click the cover of the audiobook you'd like to check out. You will see a description of the book and available formats. If your format is available, click "Borrow." If a title is unavailable, "Borrow" will instead read "Place a Hold."

Sign in with your library card number. Select "Borrow." Click "Download MP3 Audiobook" next to the book cover. If it asks, select "Confirm" and "allow." Otherwise, it will open in the OverDrive Media Console.

In the next menu, select OK to download the title and then select OK again to download the sections of the book. The prompts may also ask to make a new folder for the title. Select "Yes." Many audiobooks come with multiple parts. It is typical that there are 10-15 sections to download.



5. Picking up a Hold

You will receive an email telling you that your hold is available. Go to the OverDrive website and click "My Account" and then "Loans." Follow the procedure for "Borrowing an Audiobook." If your book is not in "Loans" you have 72 hours to pick up your hold. Select "Holds" in the menu and then "Borrow."

6. Listening to an Audiobook

You can either listen to an audiobook from start to finish on your computer, transfer to an MP3 player or iPod, or burn to CD. Some options might not be available for all titles. To find out these options right-click the item in OMC and select "properties" and view under licenses.

7. Transferring an Audiobook

Connect your device to the computer and open the OverDrive Media Console. Highlight the title you would like to move to your MP3 player and select "Transfer." A pop-up menu will ask you if you'd like to continue. Select "next." If the OMC recognizes your player, it will add the audiobook to your player.

