Using OverDrive to download and listen to eAudioBooks works differently downloading eBooks on a computer or laptop. This guide will discuss:

- 1. How to download & install OverDrive Media Console
- 2. How to locate and download an eAudioBook
- 3. How to listen to an eAudioBook on a computer
- 4. How to transfer a downloaded eAudioBook to a generic MP3 player (not iPod or iPod touch)
- 5. Returning eAudioBooks early
- 6. Deleting eAudioBooks

Installing OverDrive Media Console for Windows

 To use OverDrive to download and listen to eAudioBooks you need to download and install a program called OverDrive Media Console. Visit our eBook website at <u>http://mississauga.lib.overdrive.com</u> and click on Digital Software.



2. Click the OverDrive Media Console button.





3. Make sure **Windows** is selected and click **Download Now**.



4. When prompted click **Run** or, if you wish, save the file to your computer and then run the file from there.



5. Your computer may wish you to confirm that you wish to run the file. If so click **Run**.





6. The installation program for OverDrive Media Console will start. When prompted select **Next**.



7. When prompted select that you Agree to the terms and conditions and click Next.





8. Change the installation directory if you wish and click **Next**.

J OverDrive Media Console	
Select Installation Folder	A
The installer will install OverDrive Media Console to the following fo To install in this folder, click "Next". To install to a different folder, e	lder. enter it below or click "Browse".
C:\Program Files (x86)\OverDrive Media Console\	Browse
Install OverDrive Media Console for yourself, or for anyone who u <u>E</u>veryone Just <u>m</u>e 	uses this computer:
Cancel	Z Back Next >

9. When prompted click **Next**.



J OverDrive Media Console	
Confirm Installation	
The installer is ready to install OverDrive Media Console on	your computer.
Click "Next" to start the installation.	
C	/ Baak Nauka

10. When prompted click **Close**. OverDrive Media Console is now installed.

B OverDrive Media Console	
Installation Complete	X
OverDrive Media Console has been successfully installed.	
Click "Close" to exit.	
The OverDrive Media Console can be run from a desktop	shortcut or the Start Menu.
Calicat	

11. In the future you can start the program by clicking on the OverDrive Media Console icon on your desktop or through Start > Programs.





12. When you start OverDrive Media Console you will see a screen similar to this:

OverDrive Media Console	un 🖓 Douvload 💙 Delete 🖓 Bennetier 📖 💌	
Aredia Library Wrew All Media My Collections	Welcome to OverDrive Media Console Format: WMA Audiobook	Acquired: 04/02/2012 Last played: never Expires: never Duration: 03:56
Help, press F1		

Locating & Downloading eAudioBooks

 Browse the collection (<u>http://mississauga.lib.overdrive.com</u>) for any eAudioBooks you may be interested in. Be sure to pay attention to the formats the eAudioBooks come in. Not all formats are compatible with all MP3 players.



2. Remember that any eAudioBooks that are available for immediate download will have a link beside them called **Add to eCart**. eAudioBooks that are currently out can be reserved by clicking Place an eHold.





3. After adding an eAudioBook to your eCart we recommend that you **Proceed to Checkout** immediately. Items kept too long in the eCart will automatically disappear.

collection. Please be sure to complete	t will remain there for 30 minutes before they are reti your checkout within this timeframe to avoid losing a	ccess to the library's
BoneMan's Daughters Lending period: 14 days		
OverDrive WMA Audiobook	Use on: 💽 🚍 👬 🛄 🔛	Remove

4. If you have not signed in all ready the system will prompt you to. If so, enter your full library card number, your PIN (typically the last four digits of your phone number) and click **Sign In**.

Sign In		
Access to this site is limi	ted to library patrons only.	
To sign in, please enter y	our library card number and perso	onal identification number (PIN) below.
Library card number:	2907981111111	
PIN:		
(The PIN is typically the I	ast 4 digits of your phone number)	
(Sign In	

5. Choose your lending period and **Confirm Check Out**.



Check Out		
BoneMan's Daughters		
Lending period 21 day checkout		
OverDrive WMA Audiobook	Use on:	Remov
My eAccount Notes:		
Maximum checkouts allowed at one time	e on my library card: 10	
Current number of titles checked out: 0		
checkouts remaining after this checkout		
	Confirm Check Out	
lick Download.		
Download		
REPORTED STATES		
The following title(s) are now available f	for download:	
BoneMan's Daughte	rs Checked	out on: Feb 04, 2013
DEKKER	Expires o	n: Feb 25, 2012

OverDrive WMA Audiobook (149800 kb)

Download

6.

ONEMAN

7. When prompted **Open** the downloaded file. Alternately, you can save the file on your computer and open it from there.

Note: the downloaded file is not the actual eAudioBook. This file tells OverDrive Media Console the necessary information to download the eAudioBook in later steps.

o you want to open or save BoneMansDaughters9781	600246050.odm (4.26 KB) from	ofs.conte	ntrese	rve.com?
	Open	Save	-	Cancel

8. OverDrive Media Console will open the file and ask where you would like to download the eAudioBook. We recommend leaving the default settings and click **OK**.





eAudioBooks can be very large. In this example there are 9 parts with each of them approximately 17 MB in size.
 For ease of use OverDrive Media Console will allow you to download individual parts or all of the eAudioBook at once. Select which part(s) you wish to download and click **OK**.

Part Part	Status	Size	Duration
Part 1	not downloaded	15,717 KB	65/37
Part 2	not downloaded	17,037 KB	71:08
Part 3	not downloaded	16,923 KB	70:39
Part 4	not downloaded	16,092 KB	67:11
Part 5	not downloaded	17,094 KB	71:22
Part 6	not downloaded	16,689 KB	69:41
Part 7	not downloaded	16,513 KB	68:57
Part 8	not downloaded	16,532 KB	69:01
Part 9	not downloaded	17,200 KB	71:49

10. OverDrive Media Console will now download the selected parts. Notice the bottom left and right hand corners that note the download progress.



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Media Library	BoneMan's Doughters Ted Dekker, Author Ted Dekker, Narrator	Acquired: 04/02/2012 Last played: never Expires: 25/02/2012
a 💁 Group by Source	Format: WMA Audiobook Welcome to OverDrive Media Console	Duration: 10:25:25 Acquired: 04/02/2012 Last played: never
un	Format: WMA Audiobook	Expires: never Duration: 03:56
wnloading: Part 1 of "BoneMan's Daugh	iters"	6

How to Listen to an eAudioBook on a Computer

- 1. Open OverDrive Media Console.
- 2. Click the eAudioBook you wish to listen to and click **Play**.



3. You can Pause or Stop the eAudioBook at any time using the left hand buttons at the bottom of the window. You can also listen to specific parts, skip ahead, etc.



OverDrive Media Explor	er	
Library System	JGA morrow	
TTD	BoneMan's	s Daughters
DEKKER	Author: Narrator:	Ted Dekker Ted Dekker
BONEMAN'S	Format:	WMA Audiobook
DAUGHTERS	Publisher:	Hachette Audio
VALUE SIS38 VCN-CONTOCES SUCCESSION OF BUILDING		
Parts	<u>MediaMarke</u>	ers
Part 1		
Part 3		
Part 4		
Part 5		
Part 6		
Part 7		
Part 8	T	
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How to Transfer a Downloaded eAudioBook to a Generic MP3 Player (not iPod or iPod Touch)

Note that Apple devices such as an iPod or iPod Touch may work differently depending on whether or not the format of the eAudioBook is in WMA format. Check the Mississauga Library System's website for the latest help files at http://www.mississauga.ca/portal/residents/overdrivehelpfiles.

- 1. Open OverDrive Media Console.
- 2. Connect your MP3 player via USB to your computer and turn it on. If necessary, select any options on your MP3 player to connect to your computer.
- 3. Select the eAudioBook you wish to transfer and click **Transfer**. This will start the transfer wizard.



4. Click Next.





5. Select which parts you wish to transfer to your MP3 Player and click **Next**.

Title:	"BoneMan's [aughters"			
<u>P</u> layer:	Creative ZEN (Keith's MP3 Player)			
P <u>a</u> rts:	🔽 Part	Size	Duration	Path	
	Part 1	15,718 KB	65:37	Music\Ted Dek	E
	Part 2	17,039 KB	71:08	Music\Ted Dek	
	Part 3	16,925 KB	70:39	Music\Ted Dek	
	Part 4	16,093 KB	67:11	Music\Ted Dek	
	EZ natr	47 00F KD	71.77	184	
	Select All	Deselect All		Advanced Option	s



6. Click **Finish** when prompted.



7. Remember to Safely Eject your MP3 player from your Windows computer if necessary. For more information read http://windows.microsoft.com/en-US/windows7/Safely-remove-devices-from-your-computer



Returning eAudioBooks Early

At this time it is not possible to return eAudioBooks early through the desktop version of OverDrive Media Console. However it is possible to return eAudioBooks early through the OverDrive Media Console App. For users that have a device that uses the OverDrive Media Console App (such as Android tablets & smartphones, Apple devices that use iOS such as an iPod Touch, iPad, iPhone, etc.) this is an option. Otherwise users will simply have to wait for the eAudioBook to expire from their account.

Deleting eAudioBooks

Note: deleting eAudioBooks removes the eAudioBook from your device but does not remove the eAudioBook from your account (see Returning eAudioBooks Early for more details).

To delete eAudioBooks from your computer:

- 1. Open OverDrive Media Console.
- 2. Select the eAudioBook you want to delete and click Delete.



3. When prompted are you sure click Yes.

To delete eAudioBooks from your MP3 player check your MP3 player manual on deleting files.