

# How to get eBooks on your Kindle



## **Step One:**

Go to our website, [www.ctwpl.info](http://www.ctwpl.info). Click on the blue Overdrive button in the middle where it says “Download Audiobooks, eBooks and More!” This will redirect you to the Overdrive catalog page where you can search for available eBooks.



## **Step Two:**

Browse for available eBook titles. This can be done a couple of different ways. If you have a specific genre you are looking for, scroll down and on the left-hand side you will see eBook fiction and eBook nonfiction links separated by various genres. To bring up a list of mystery titles, click on the Mystery & Suspense list under eBook fiction.

Another way to search is to click on the “Search Digital Media” tab at the very top of the page in the middle. This lets you tailor your search and narrow down your search parameters. If you have a specific title in mind you can type it into the Title field. Otherwise just leave this field blank. If you change the format to Kindle book it will only bring up titles that are available for the Kindle. Under the subject field you can specify a certain genre you are looking for. If you check the box at the bottom where it says “Only show titles with copies available” you don’t have to wade through all the titles that are currently checked out.

To bring up all of the information available on a certain item including a short description click either on the title itself or the thumbnail picture of the book’s cover.

### **Step Three:**

Once you find a title you are interested in checking out you have to first add it to your cart. You'll notice you have the option of adding the Kindle book or the Adobe EPUB eBook. **MAKE SURE** you choose the Kindle book to add to your cart, as the Adobe EPUB eBook is a different format that will not work on your Kindle. Once you click on the Add to Cart link you will be redirected to a page that lets you know that your title will remain in your cart for 30 minutes and gives you the option to continue browsing or to proceed to checkout. You can have up to 6 titles checked out at once, so if you want to keep looking click on Continue Browsing. Once you have selected all the titles you want you will then click on Proceed to Checkout.

### **Step Four:**

At this point the system wants you to login with your library card number. You will be directed to the sign in page. There will be a drop down menu where you will select Cottonwood Public Library. After you select Cottonwood Public Library you will be prompted for your library card number (with no spaces) and PIN number. The PIN number should be the last four digits of your phone number.

Once you are signed in you are then sent to a page with a drop down menu that allows you to set the lending period for the eBook. You have the option of 7 days, 14 days, or 21 days. You should know that you are unable to renew books. After you have selected your lending period click on the gray Confirm Checkout button.

This will send you to a page which shows you the title you have just checked out, next to the picture you will see a button that says Get for Kindle. Click on this button and you will be redirected to amazon.com, where you will see the title you have checked out. On the right hand side you will see a yellow button that says Get Library Book. Click on this button and you will be sent to the sign in page where you will have to sign in with your amazon.com account information.

After signing in you next need to select the device you want the eBook sent to. Assuming your Kindle has already been registered through amazon.com you should see your Kindle in the drop down menu next to where it says "Deliver to:" Click on the Continue button.

The next page you see will tell you that your public library book has been delivered to your specific Kindle. Once you reach this message you are done on the computer and need to now go to your Kindle.

### **Step Five:**

Make sure your Kindle is connected to a wireless internet connection. Hit the Menu button and arrow down to Sync & Check for new items. Hit enter and you should see your Kindle download a new item. Go back to the home screen and you should see your eBook title at the top of your list of eBooks.

### **How to return your Kindle eBook**

From the amazon.com homepage click on the Your Account link located at the upper right-hand side of the page. Scroll down to where it says Digital Content and next to that under Digital Management you will see a link that says Manage Your Kindle. Click on this link and you will be directed to a page that shows all of the titles currently on your Kindle. To the right of each title you will see a button that says Actions. When you click the Actions button you will see a drop down menu with the option to Return Library Book. Click on this link and your eBook will be returned. In order to remove it entirely from your list, you need to go back, click on the Action button once more and click on "Delete from library."