



eBooks @ the GCL



Why would I want to get ebooks?

Convenience and portability. You can borrow while at home or when away. You can carry numerous books without the bulk. You may also have access to books not available in your local library's physical collection.

How / where can I get an ebook?

You can access the digital library via a computer, smart phone or tablet.

There are three options for borrowing / viewing titles. We will review the "how to" for all three options in this presentation.

- OverDrive NM
- Libby App
- Kindle eReader

What is the difference between OverDrive and Libby?

OverDrive is the digital library, and you can borrow and read in OverDrive but only through a web browser (Chrome, Safari, etc.) on your computer.

Libby is an app for your phone, tablet or it can also be used in a web browser and can be used across any or all devices giving you greater flexibility and portability.

What if I need help with OverDrive or Libby?

You can contact your library by phone at 575-539-2277 or email them at glenwoodlibrarynm@gmail.com.

Can I borrow a different list of books in the Libby app vs. OverDrive?

No, your account is the same for both and you are still limited to the maximum allowed.

Can I get audiobooks too? What about magazines?

Yes, you can borrow audiobooks (when titles are available in audio format). Our library does not include magazines at this time.

How many titles can I borrow at a time and how long is the lending period?

Your library allows 10 titles at one time. Both ebooks and audiobooks can be borrowed for 21 days. You can also renew a title if it is not on hold by someone else.

Can I put titles on hold?

Yes, you can place up to 10 titles on hold. You will be notified when your hold title is available, and you will have three days to borrow it.

Do I need to manually return titles?

You can if you wish to clear your account to make room for more books or you can let them expire automatically at the end of the lending period.

What is the cost?

It's free!




Using OverDrive Step-by-Step

nm.overdrive.com

New Mexico Library to Go website

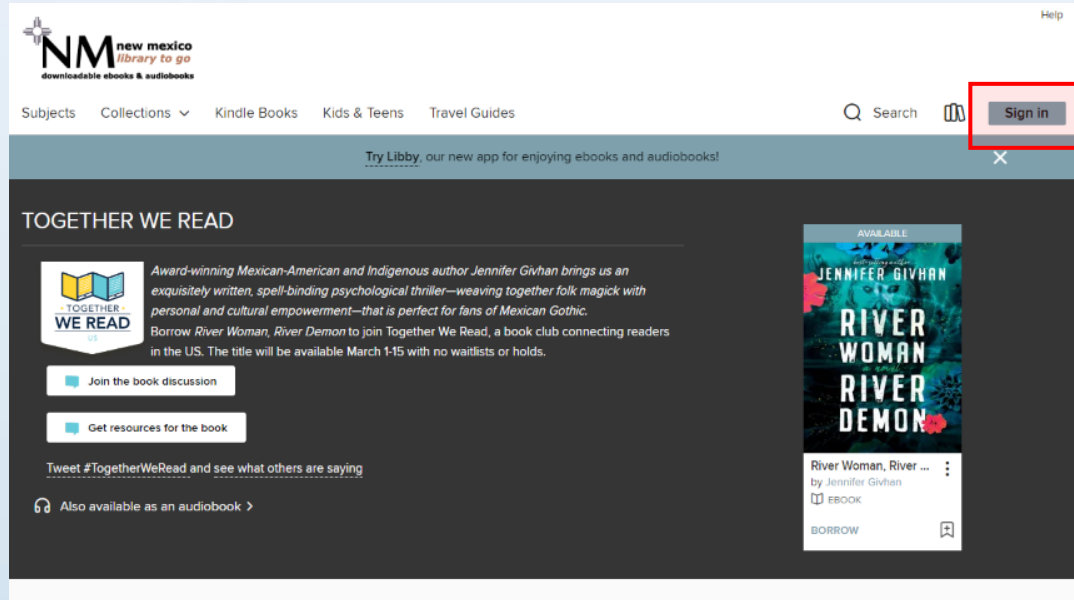


What is OverDrive?

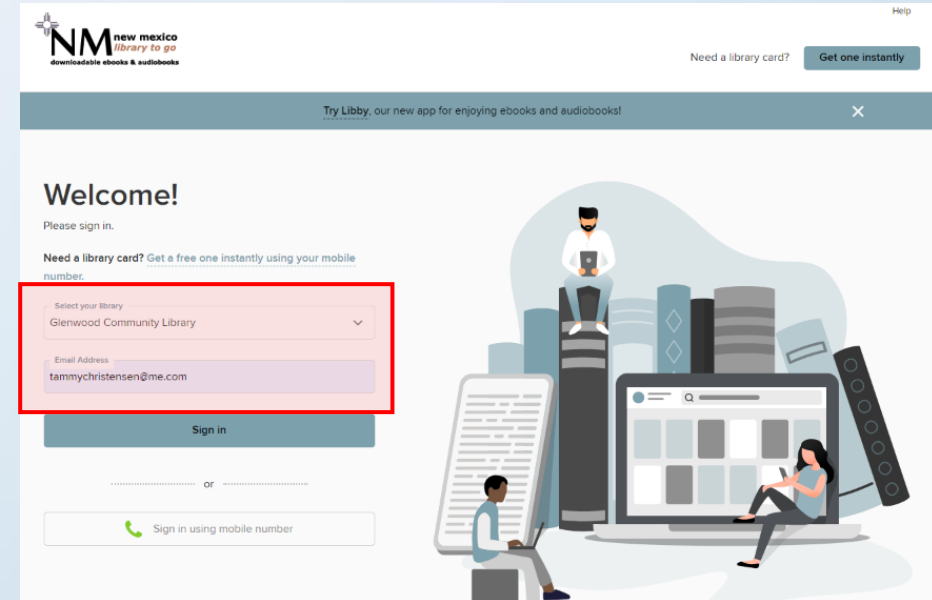
-  OverDrive is the largest digital library of ebooks and audiobooks and it's open to patrons 24/7.
-  New Mexico libraries build their individual digital collections from OverDrive's catalog of more than 3 million titles from over 30,000 publishers. Our local digital library is *New Mexico Library to Go* at nm.overdrive.com.
-  OverDrive's catalog covers virtually all genres and includes popular publishers and many bestsellers.



Logging In

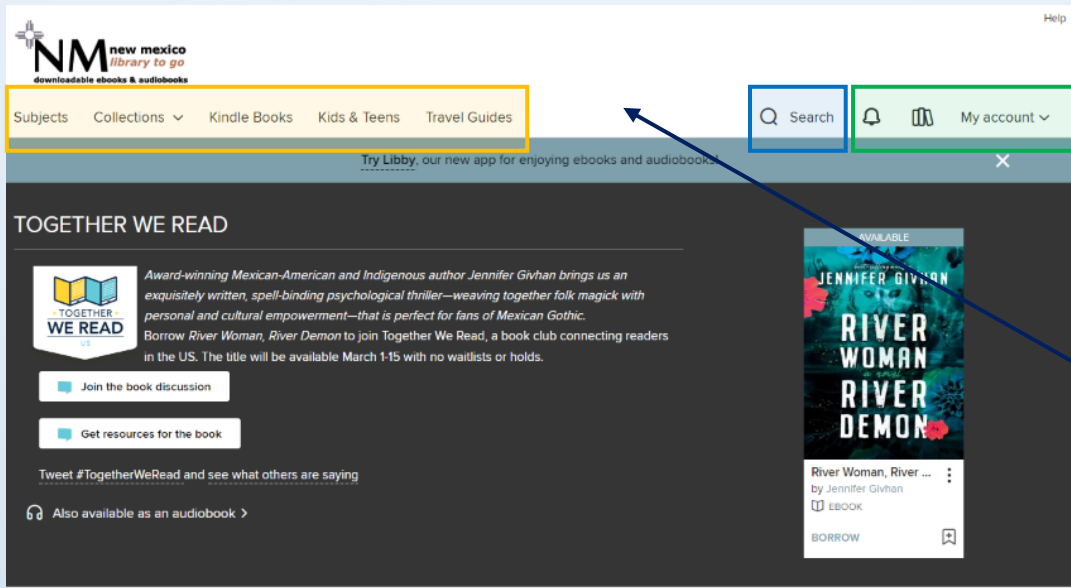


- In your browser, go to OverDrive NM website at nm.overdrive.com
- Select Sign In



- Select Glenwood Community Library from the drop down
- Type your email that is on file with GCL (if you have log in issues or would like to add your email, send a request to GCL at glenwoodlibrarynm@gmail.com)

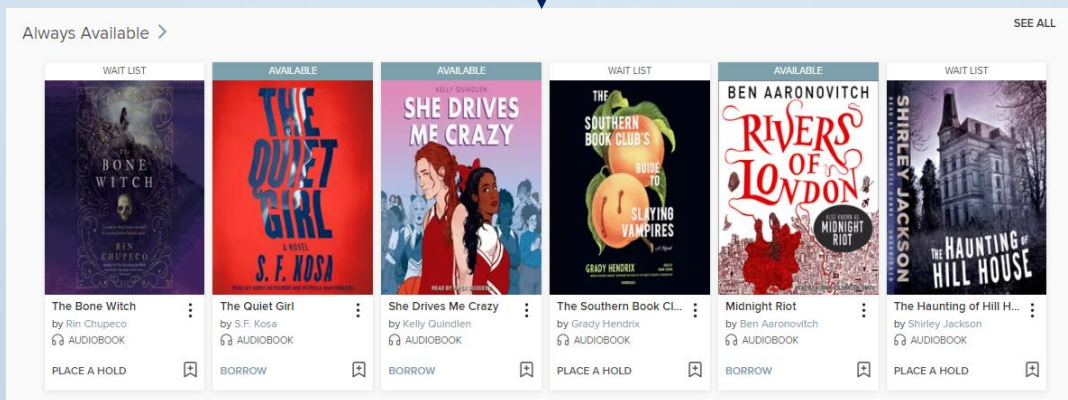
Finding Content



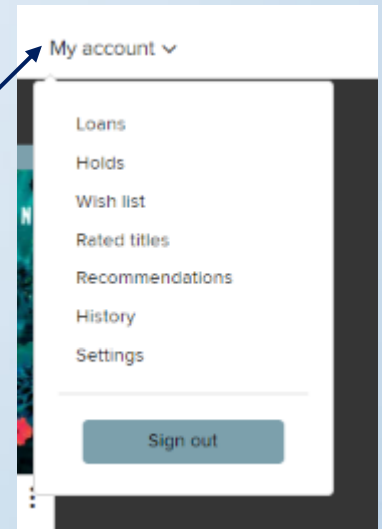
- You are now logged in and the “My account” menu gives you options to find information about you

- Once logged in, you can begin searching / browsing for content (ebooks, audiobooks)

- Yellow highlight – browsing options
- Blue highlight – search
- Green highlight – your profile (notifications, lending info, account menu)



- You can also scroll down on the home page to see content



Borrowing Content

- You can check out content (up to 10 titles) whenever you see the “borrow” option
- Some titles are also available in audiobook format, look for the headphones icon and “audiobook” link
- Some titles may not be available, but you can “place a hold” and you will be notified when available
 - This does not count towards your 10 titles until it is available and borrowed

The screenshot displays a library website interface. At the top, there are two panels: 'AVAILABLE' and 'WAIT LIST'. The 'AVAILABLE' panel shows the book 'Forget Me Not' by Ellie Terry, with a 'BORROW' button highlighted in red. The 'WAIT LIST' panel shows 'So you want to talk about race' by Ijeoma Oluo, with a 'PLACE A HOLD' button highlighted in red. Below these panels is a search bar and navigation links for 'eBooks', 'Kids & Teens', and 'Travel Guides'. The main content area shows a grid of book covers under the heading 'Available Now'. The covers include 'Verity' by Colleen Hoover, 'Where the Crawdads Sing' by Delia Owens, 'The Deep End' by Jeff Kinney, 'Cristiano Ronaldo', 'Liane Moriarty', 'Dog Man: Mothering Heights', 'Cloud Cuckoo Land' by Anthony Browne, and 'Andy Weir'. A sidebar on the left contains a filter menu with categories like 'Availability', 'Audience', 'Date added', 'Ebooks', 'Subject', 'Language', 'Interest Levels', 'ATOS Levels', and 'Lexile Measures'. A blue arrow points from the text in the first list item to the 'BORROW' button, and another blue arrow points from the text in the second list item to the 'PLACE A HOLD' button.

Learn More About a Title

The screenshot displays the New Mexico Library to Go website interface. At the top, there is a navigation bar with the logo, search bar, and account options. Below this, a banner promotes the 'Libby' app. The main content area features three book cards. The top card is for 'Johnny Tremain' by Esther Forbes, showing a cover image, author name, and a 'Borrow' button. The middle card is for 'False Witness' by Karin Slaughter, showing a cover image, author name, and a 'Place a Hold' button. The bottom card is another view of 'Johnny Tremain', showing a 'Go to Loans' button. Blue arrows point from the text on the right to these specific buttons and sections.

Johnny Tremain
A Newbery Award Winner
by Esther Hoskins Forbes
EBOOK
3 of 3 copies available
Borrow

False Witness
by Karin Slaughter
Kathleen Early
AUDIOBOOK
0 of 1 copy available
Wait time: About 8 weeks
Place a Hold

Johnny Tremain
A Newbery Award Winner
by Esther Hoskins Forbes
EBOOK
2 of 3 copies available
Go to Loans

- By clicking on a title, you will see more information about that title
- You can read a summary of the book or even read a sample (if title is an audiobook, you can listen to a sample)
- There are numerous informational items in this view; you will become familiar with them as you use the system
 - Borrow – click this to borrow a title
 - Place a hold – click to place a title on hold
 - Go to loans – this displays if you have already borrowed the title

To Kindle or Not to Kindle

- When you borrow an ebook, you are asked if you want to read with Kindle
- You can read the ebook in your web browser (Chrome, Safari, etc.) on any device (computer, phone, tablet) using OverDrive or Libby, or you can send it to your Kindle library
- Details on how to retrieve the ebook in your Kindle device are provided later in this presentation
- You cannot send audiobooks to Kindle; Kindle only supports Audible at this time

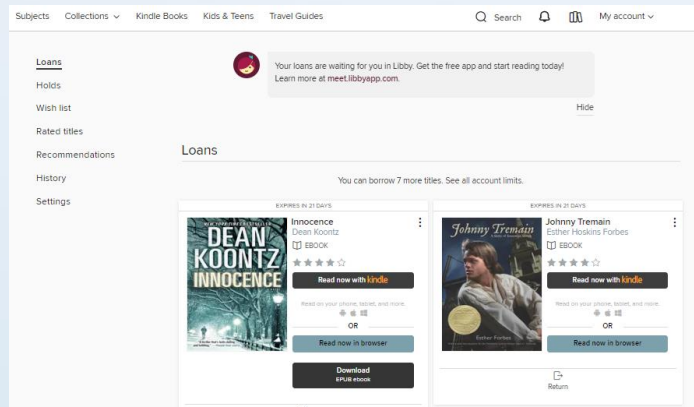
The image displays a sequence of three screenshots from a library application, illustrating the borrowing process for the book *Johnny Tremain* by Esther Forbes.

First Screenshot (Book Details): Shows the book cover for *Johnny Tremain*, a Newbery Award Winner by Esther Forbes. The book is available as an EBOOK. The interface includes a "BORROW" button, a "RE" button, and options to "ADD TO WISH LIST" and "ADD TO HIS". The description states: "Johnny Tremain, winner of the 1944 Newbery medal, is one of the ever written for children. As compelling today as it was fifty years ago, the story is to live through the defining events leading up to the Ame".

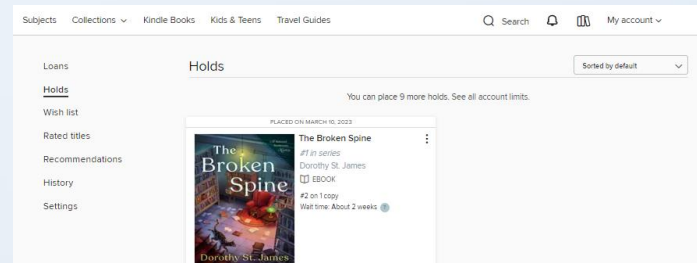
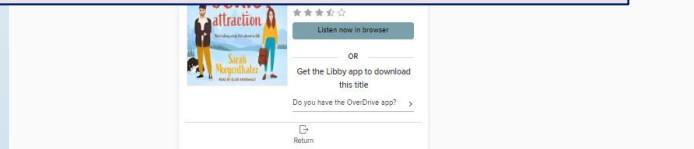
Second Screenshot (Borrow Modal): A modal dialog box appears, showing the book cover and title. It includes a "BORROW" button and a "CANCEL" button. The "Borrow for" duration is set to 21 days.

Third Screenshot (Success Modal): A "SUCCESS!" modal dialog box appears, indicating that the book is checked out until March 31, 2023. It offers three options: "Read now with kindle", "Read now in browser", and "Download EPUB ebook".

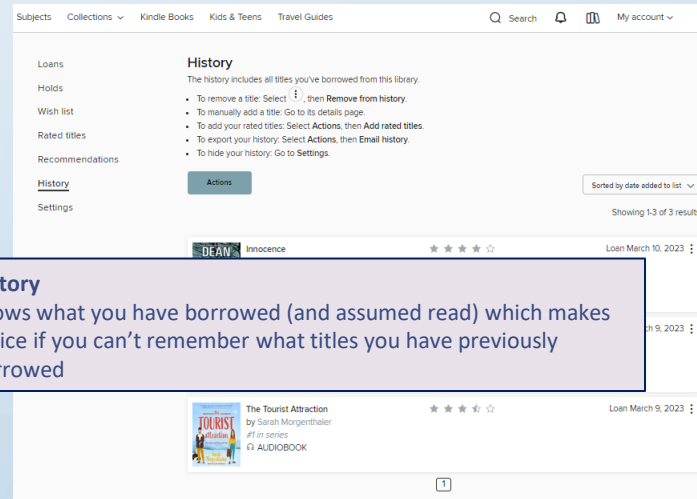
What's in My Account Profile



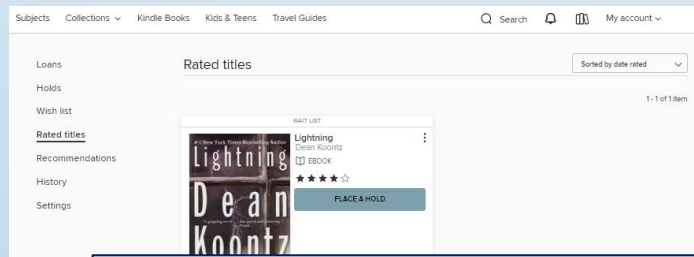
Loans
Shows what you have borrowed, when it is due, and how many titles you can still borrow plus you can return a title from here



Holds
Shows what you placed on hold; you can also cancel a hold or suspend a hold which keeps you on the list but moves you down in the queue

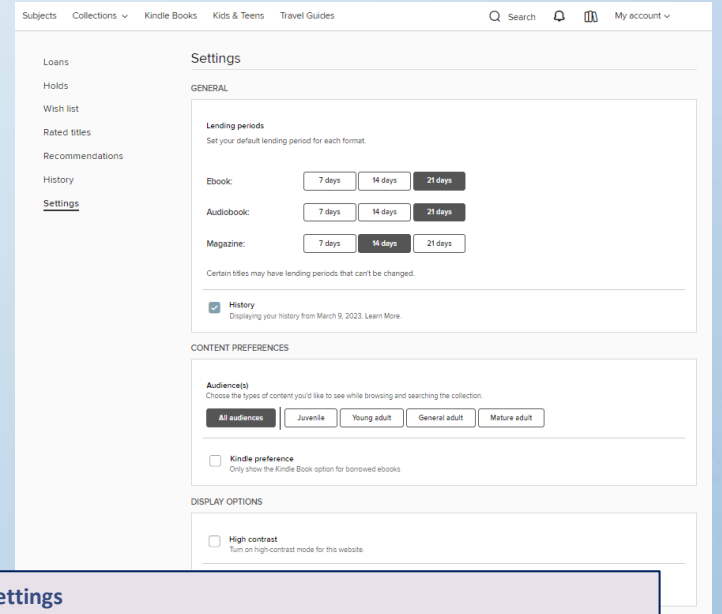
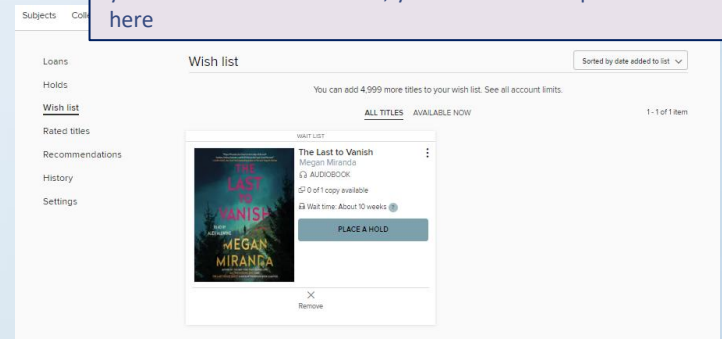


History
Shows what you have borrowed (and assumed read) which makes it nice if you can't remember what titles you have previously borrowed



Rated titles
Shows books which you have rated; you can rate a title by selecting the desired number of stars (five is highest rating ... similar to rating on Amazon)

Wish list
Shows what you have on a wish list which is useful if you are at your limit of borrowed titles; you can borrow or place a hold from here



Settings
Shows your profile settings:
Lending periods (you can't exceed maximum library settings)
History range
Content preferences
Display options

Using Libby Step-by-Step

www.overdrive.com/apps/libby

Provides links to download the app and general app information

www.libbyapp.com

Libby app web browser (Chrome, Safari, etc.) – similar to mobile device app but for use on a computer



What is Libby?

-  Libby is an award-winning app that allows you to read library books across multiple devices – phone, table, or computer.
-  It is a different interface for OverDrive, the digital library you just learned about, and it gives you more features than using OverDrive in your web browser (Chrome, Safari, etc.).
-  It is an eReader, similar to Kindle, but specifically for library titles and has many features for managing your library content.
-  You can stream to save space or download titles for offline reading. You can listen to audiobooks in your car or while traveling.
-  You can send to Kindle as well, if that is your preferred eReader. At this time, this Libby option is US only.
-  OverDrive offers monthly Getting Started with Libby webinars. Contact us if you are interested in learning more.





Getting Started



Getting Started with Libby

DOWNLOADING LIBBY

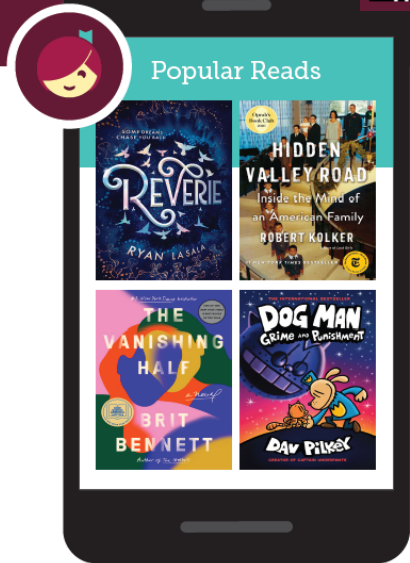
Downloading Libby on an Apple device:

1. From your home screen, open the **App Store** .
2. Search for "Libby" and tap .
3. Tap **Get** and sign in with your Apple ID (if prompted).

Downloading Libby on an Android device:

1. Open Google Play.
 - a. On your phone, tap .
 - b. On your computer, go to play.google.com.
2. Search for "Libby" and tap .
3. Tap **Install**.

You can also access Libby in a web browser at libbyapp.com.

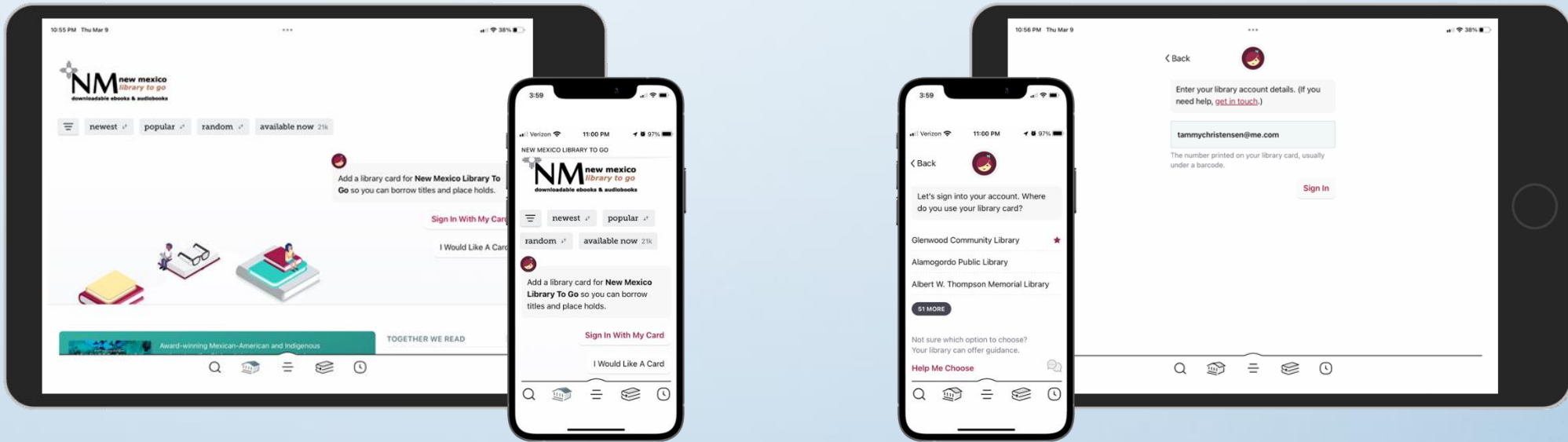


- Download and install the app on your phone and/or tablet via the app store or go to www.mylibby.com
- You can also scan the QR code with your phone or tablet to get more information on downloading the app



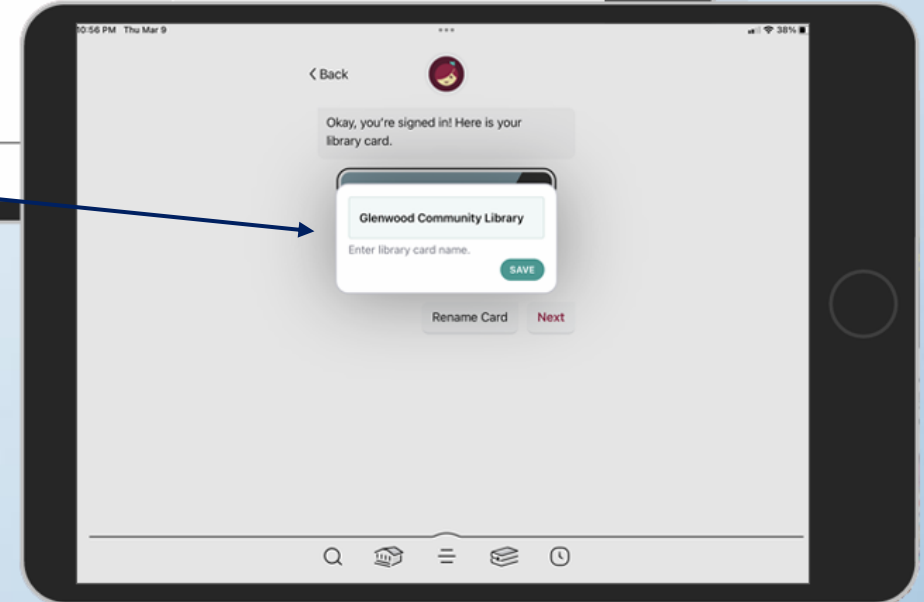
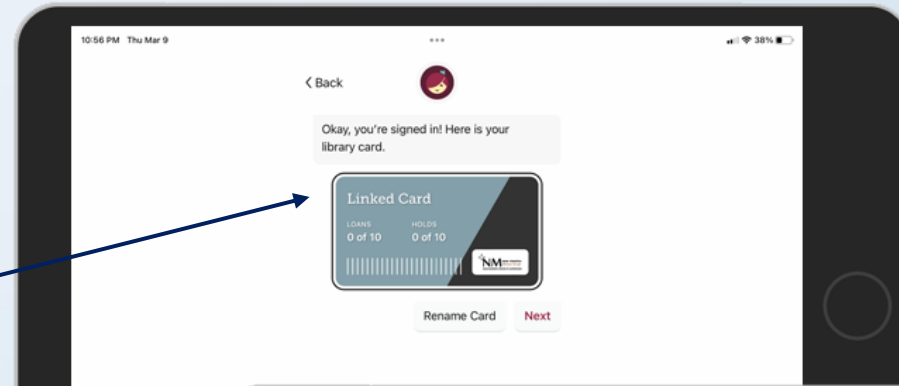
Logging In

- Log in the same way as you do for OverDrive (once logged into the app, you should not be prompted to do so again)
- If you have log in issues or would like to add your email, send a request to GCL at glenwoodlibrarynm@gmail.com)



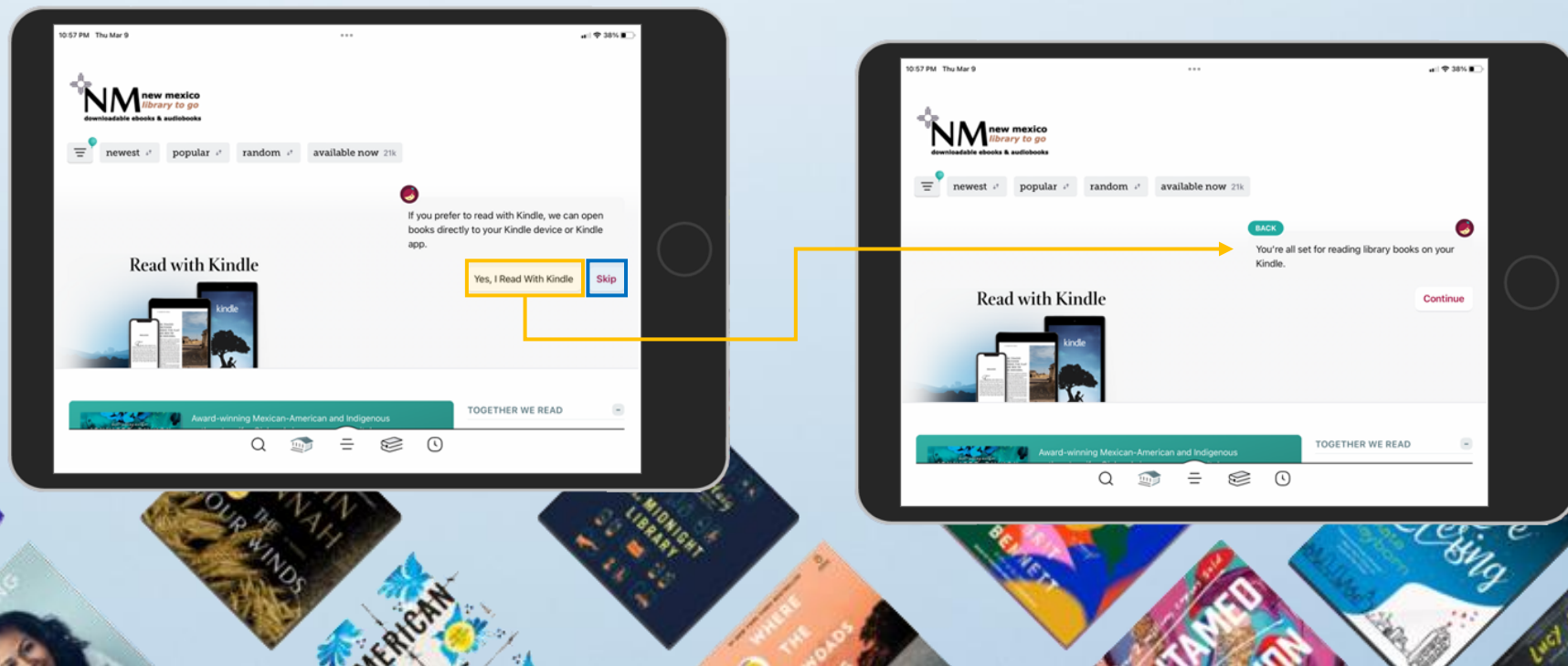
Name That Card

- You will be prompted to rename the newly “linked card”
- It is optional but recommended that you rename, especially if you add other libraries in the future

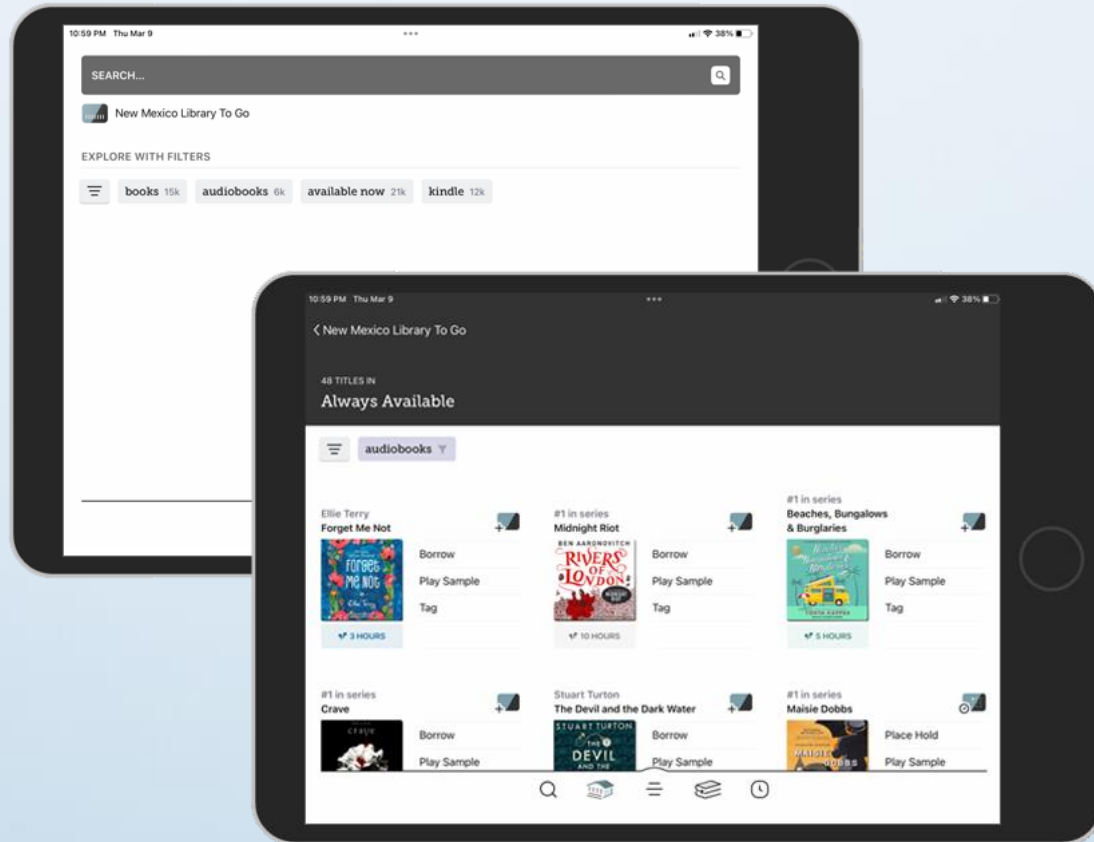


To Kindle or Not to Kindle

- Just as with OverDrive, you will be asked if you want to read with Kindle
- You can read the ebook in your web browser (Chrome, Safari, etc.) on any device (computer, phone, tablet) using Libby or you can send it to your Kindle library (you can read in either Libby or Kindle but your last page, bookmarks, etc. may not cross over)
- Details on how to retrieve the ebook in your Kindle device are provided later in this presentation
- You cannot send audiobooks to Kindle; Kindle only supports Audible at this time



Finding Content

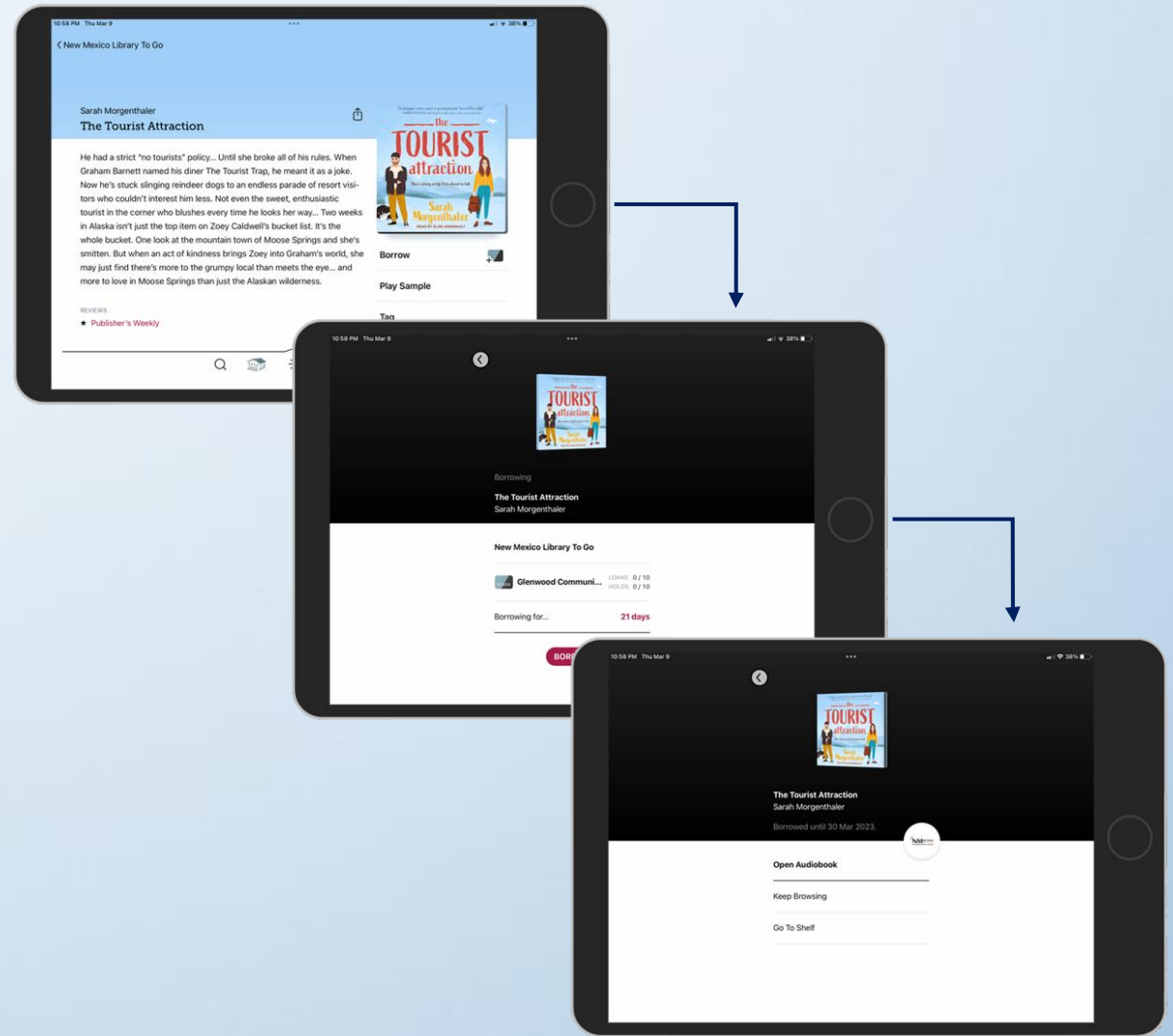


- Just as with OverDrive, you can browse or search to find content
- While the interface is different, the available content will be the same and you will be able to borrow and read content (or listen) on your portable devices in the Libby app vs. the web browser

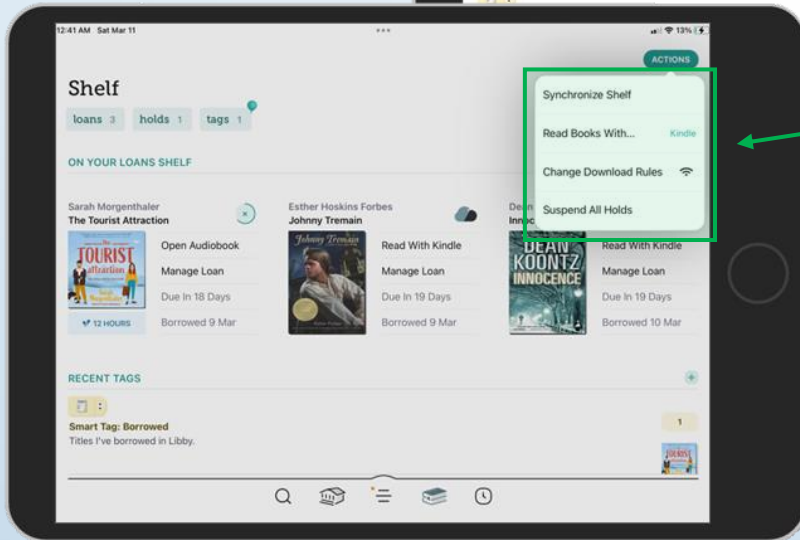
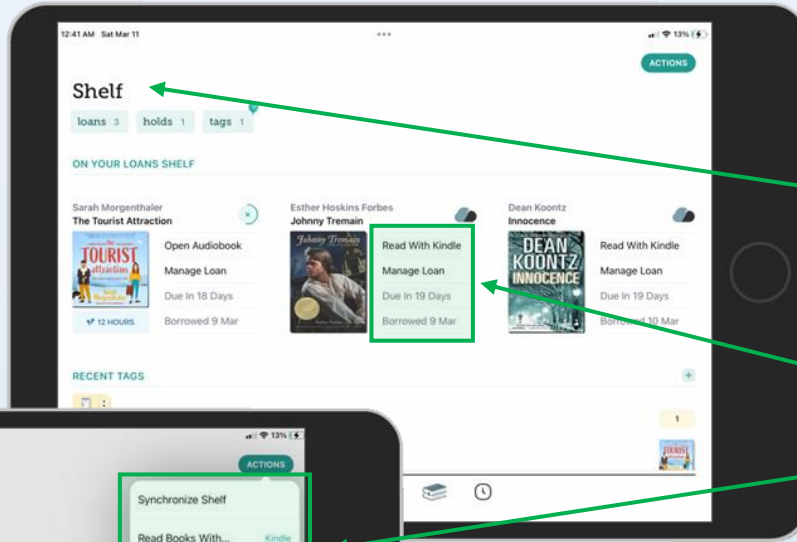


Borrowing Content

- Again, the interface and action names may be different from OverDrive, but the features are the same
- For more information about the Libby app and the available features, visit the OverDrive website at www.overdrive.com/apps/libby



My Book Shelf



- OverDrive calls your account profile “My account” but Libby calls it your “Shelf”
- Just as in OverDrive, you can manage your account all in one place
- For more information about the Libby app and the available features, visit the OverDrive website at www.overdrive.com/apps/libby





Using Kindle Step-by-Step





What is Kindle?



 A Kindle is a hand-held electronic device for reading ebooks. It was developed by Amazon and ebooks can be downloaded from Amazon's website (purchase or subscription service). You can also download PDFs to read in the Kindle.

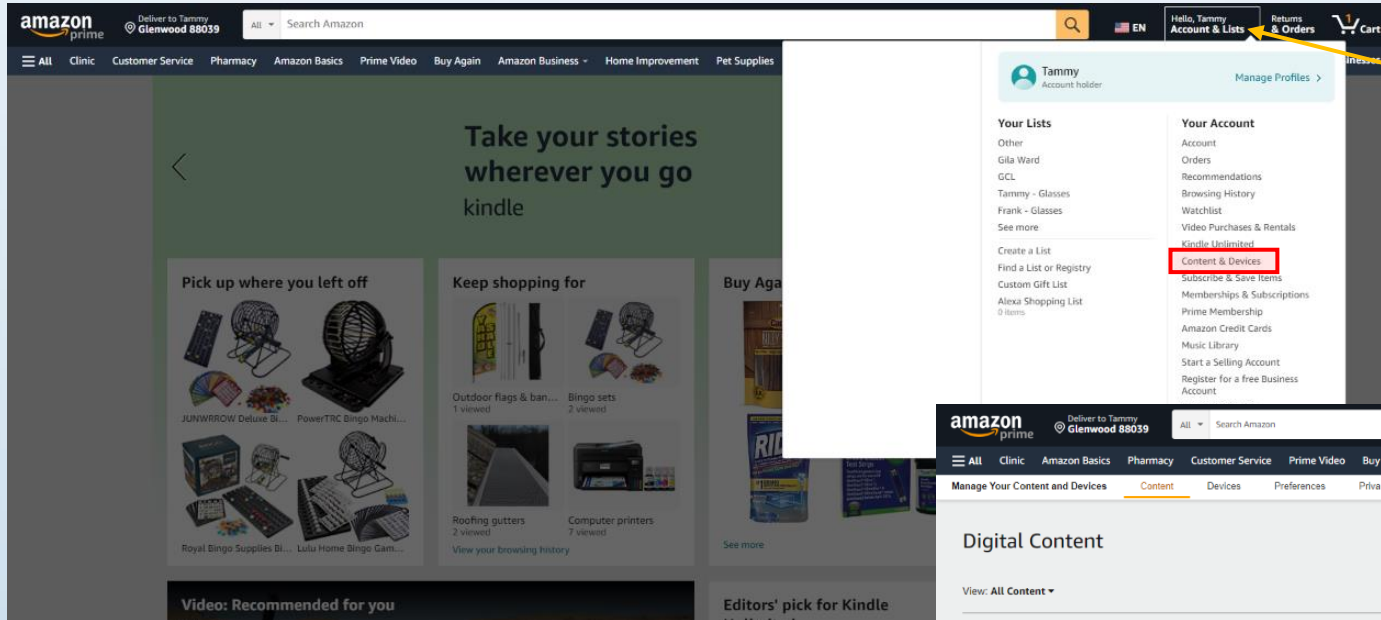
 Amazon has also developed a Kindle app which can be downloaded from the Apple or Android app store. You can then use a smartphone or tablet to read ebooks just as with the Kindle device. You can also use the Kindle app in your web browser.

 OverDrive and Libby both support the use of a Kindle device or the Kindle app to read ebooks borrowed from your digital library. Kindle only supports Audible audiobooks so you cannot listen to your borrowed titles in your Kindle. Instructions for how to borrow titles for use in Kindle are included in the previous sections. This section will show you how to retrieve your borrowed titles in a Kindle.

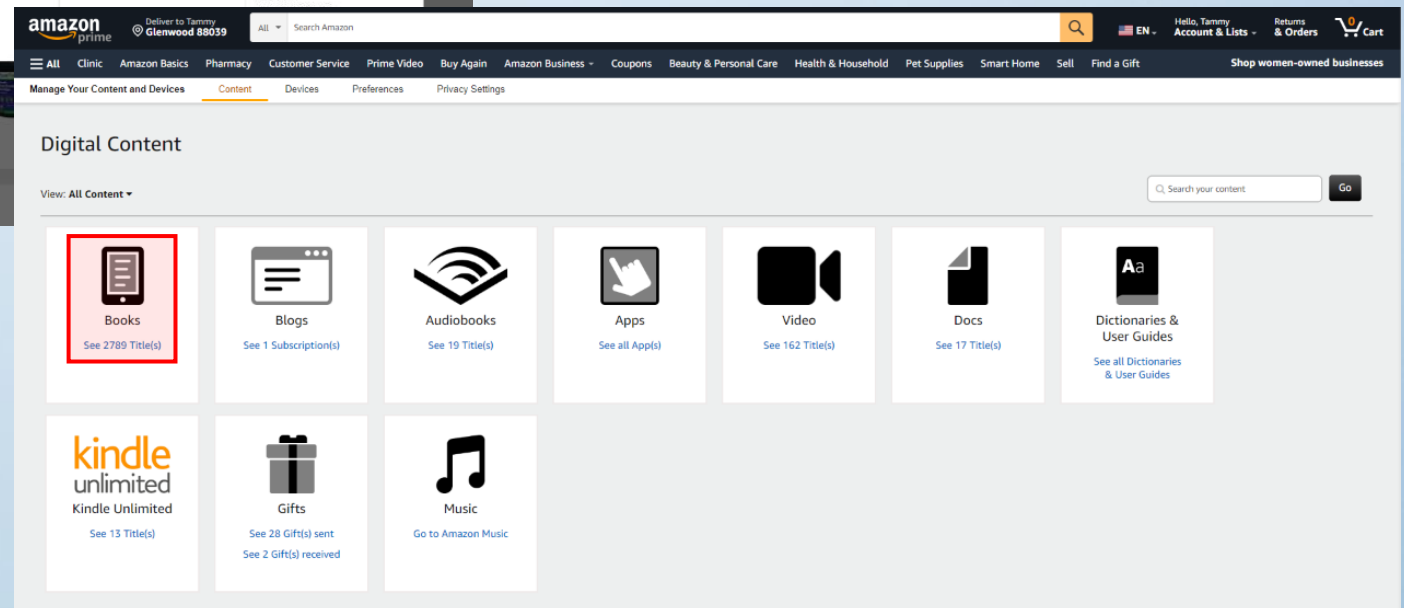
 If you need assistance with a Kindle Fire tablet, please find more info at overdrive.com/apps/libby/kindlefire. Unfortunately, the Kindle Fire tablet does not easily support borrowed titles from OverDrive or Libby.

Where, Oh Where is My Borrowed Title?

- Don't panic ... you know how to retrieve Kindle content; this is almost the same, you just need to find "borrowed" books once you have logged into Amazon



- Select "Content & Devices" from Accounts & Lists drop down
- Select "Books" (remember, borrowed audiobooks are NOT supported in a Kindle)



Sending Borrowed Title to Kindle

- On the digital content page for books which you selected in previous screen, select “Borrows” from the drop down

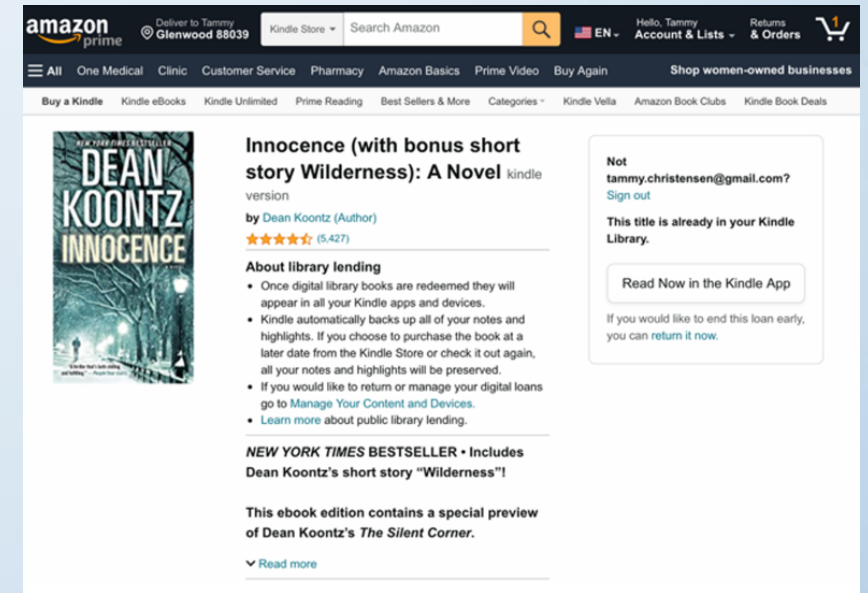
The screenshot shows the Amazon 'Manage Your Content and Devices' page. The 'Digital Content' section is active, showing a list of books. A dropdown menu is open over the 'View: Books' section, with 'Borrows' selected. A red box highlights the 'Borrows' option in the dropdown and another red box highlights the text 'Kindle digital library loan' next to a book entry. A yellow arrow points from the 'Borrows' option to the 'Deliver or Remove from Device' button for that book.

- Locate the borrowed title and send to your device just as you would any other Kindle book

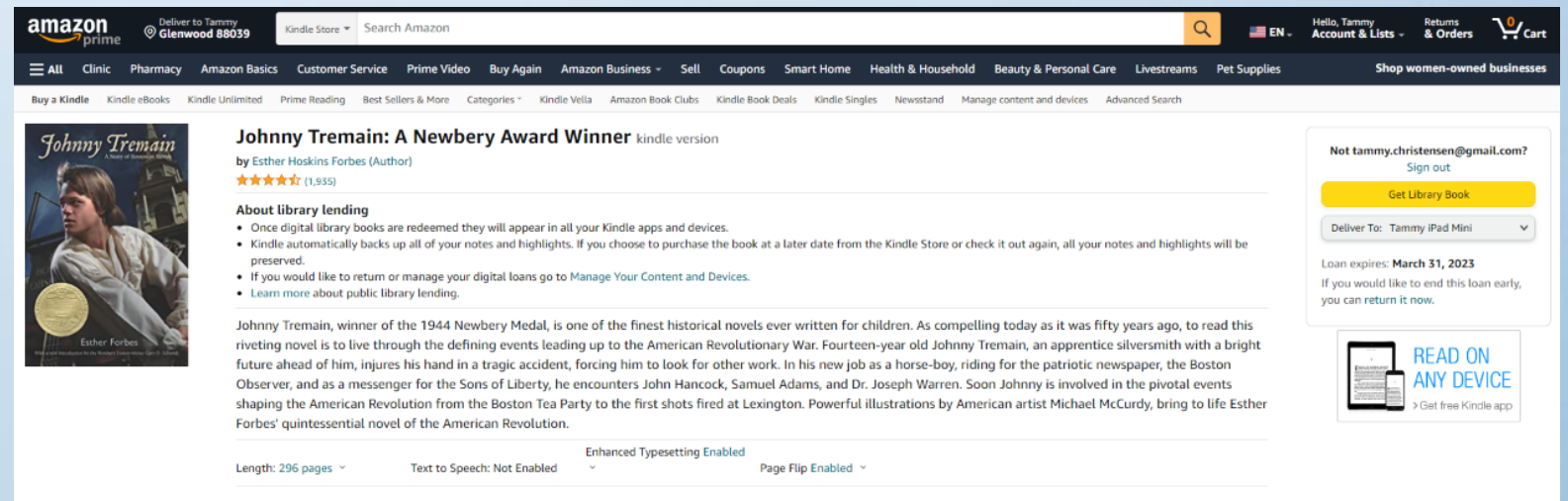


Different Amazon Views

- Once you have retrieved your borrowed title, it may appear in Amazon in a couple of different ways
- It will remain in your borrowed list but if you click on the link, you may see one of the two views shown here ... it depends on your account type, if you have Kindle Unlimited, or if Amazon has the title available as well
- Do not worry about either of these views, you just need to know how you will see this in your device which is on the next page



The screenshot shows the Amazon product page for the novel 'Innocence' by Dean Koontz. The page features a book cover on the left and a detailed description on the right. The title is 'Innocence (with bonus short story Wilderness): A Novel' in a Kindle version. The author is Dean Koontz, and the book has a 5-star rating from 5,427 reviews. The page includes an 'About library lending' section with bullet points explaining how digital library books are redeemed and how notes and highlights are preserved. It also mentions that the book is a 'NEW YORK TIMES BESTSELLER' and includes a special preview of another book by the author, 'The Silent Corner'. A 'Read Now in the Kindle App' button is visible in the top right corner.

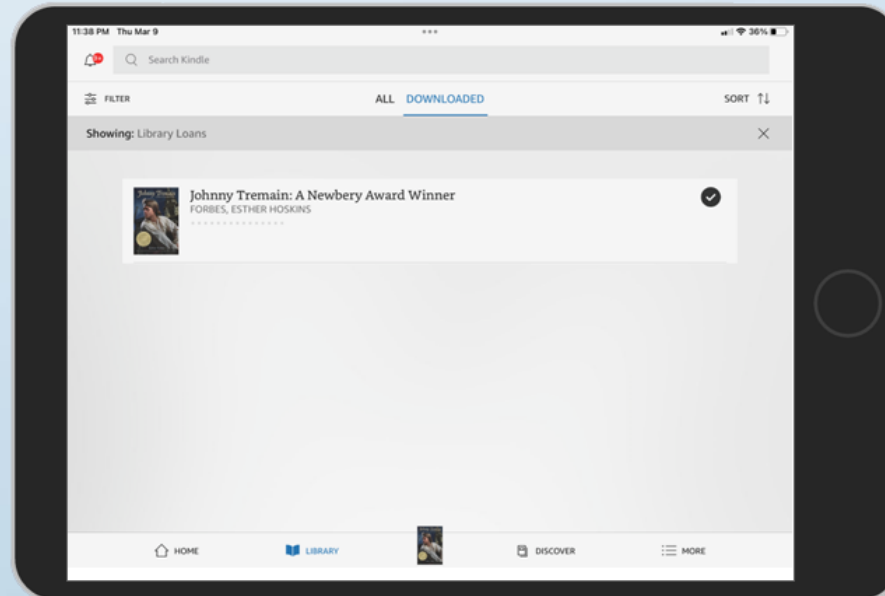


The screenshot shows the Amazon product page for the novel 'Johnny Tremain' by Esther Forbes. The page features a book cover on the left and a detailed description on the right. The title is 'Johnny Tremain: A Newbery Award Winner' in a Kindle version. The author is Esther Forbes, and the book has a 5-star rating from 1,935 reviews. The page includes an 'About library lending' section with bullet points explaining how digital library books are redeemed and how notes and highlights are preserved. It also mentions that the book is a 'Newbery Award Winner' and includes a special preview of another book by the author, 'The American Revolution'. A 'Get Library Book' button is visible in the top right corner.



Kindle Device View

- Most Kindles will display available content the same way ... phones and tablets are typically the same, however, Kindle Paperwhite and Kindle Fire may vary slightly although the labels will be the same
- You should see it in your “All” list and you select it to download it
- You will be able to highlight, make notes, etc. just as you do with any Kindle content but be advised, those annotations and highlights will be lost once you return a borrowed title to the library
- You should use OverDrive or the Libby app to return borrowed library titles, NOT Kindle





Thank
You!