

## **Media on Demand Downloading Instructions**

1. Go to the Park Forest Public Library website.
2. Click on the “Media on Demand” link on the left side of the page.
3. A great place to start is “My Help” located below the search box on the left side of the “Media on Demand” webpage. This will provide specific instructions to your specific device.

## **Browse and Check Out a Title**

1. Go to <http://www.mediaondemand.com>
2. Click on “Sign In” at the top of the page.
3. Select “Park Forest Public Library”, log in with your library card number and pin.
4. Once you have signed in, you will be taken to “My Account”. Here you can see items you have currently checked out, check on items you have on hold, among other things.

### My Account

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Select from the following links to manage your account:

<b>My Cart</b>	- Displays the title(s) that are in your cart awaiting checkout
<b>Lending Periods</b>	- Set a personalized default lending period for titles available at this site, format-by-format
<b>My Bookshelf</b>	- Displays download links for title(s) currently checked out
<b>My Holds</b>	- Displays the title(s) for which you are currently waiting
<b>Wish List</b>	- Displays the title(s) on your wish list
<b>Rated Titles</b>	- Displays the title(s) you have rated, and allows you to change ratings

5. If you want to find a title to check out, you can use the “Search” function or click on “Digital Home” to browse.
6. When you look at the record of the title, it will tell you what formats it is available in.

**The Help**  
by Kathryn Stockett

Average rating: ★★★★★  
My rating: ★★★★★

Publisher: Penguin USA, Inc.  
Imprint: Berkley  
Subject(s): Fiction  
Literature  
Language(s): English

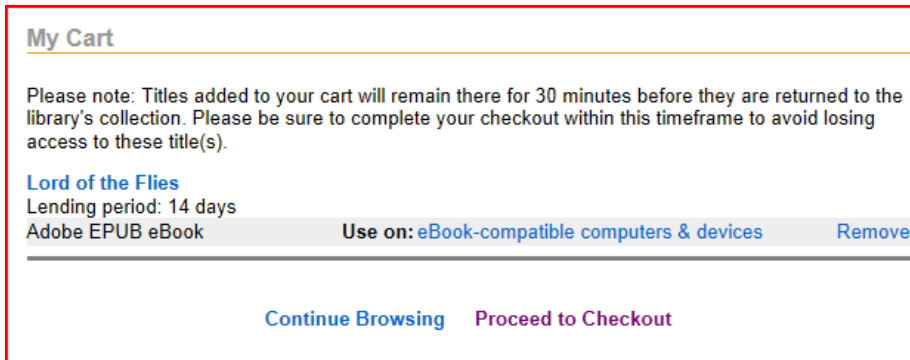
Share: [Email a friend](#) [Facebook](#) [Twitter](#)

Available copies: 0 (11 patron(s) on waiting list) [add to wish list](#)  
Library copies: 29

**Format Information**

<b>Kindle Book</b> Use on: Kindles and free Kindle apps Release date: Feb 10, 2009	<a href="#">place a hold</a>
<b>Adobe EPUB eBook</b> Use on: eBook-compatible computers & devices Excerpt: From the book (Adobe format) File size: 453 KB ISBN: 9781440697661 Release date: Feb 10, 2009	<a href="#">place a hold</a>
<b>Adobe PDF eBook</b> Use on: eBook-compatible computers & devices File size: 2608 KB ISBN: 9781440697623 Release date: Feb 10, 2009	<a href="#">place a hold</a>

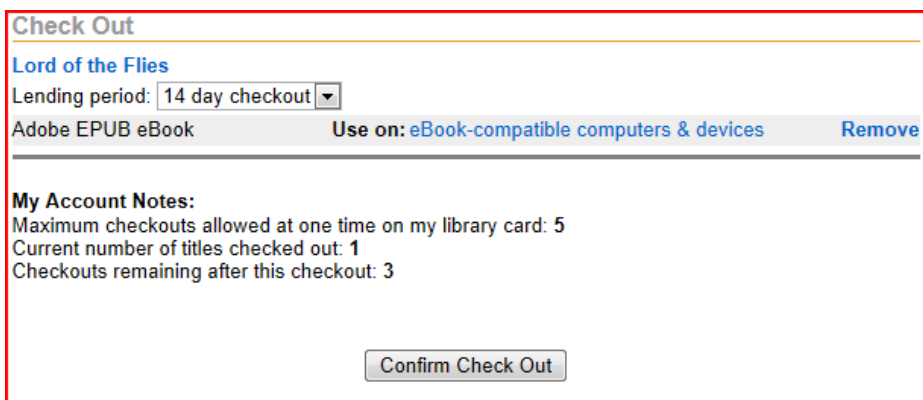
7. Make sure you download in the correct format.
  - a. Below the format type (Kindle Book, Adobe EPUB eBook, etc.), the “Use on” section will list the devices that use that format.
    - i. WMA and MP3 are the eAudiobook formats.
    - ii. EPUB, PDF, and Kindle are the eBook formats.
    - iii. Mac computers can only play MP3 files, not WMA files.
8. If there are available copies, click “Add to Digital Basket”.
  - a. If not, you may reserve the item by clicking “place a hold”. You can see the number of people waiting by looking at “Available copies”. If there are holds, it will list the number of “patrons on waiting list.”
9. If you are ready to check out, choose “Proceed to Check Out”.



10. You can choose a lending period of 7 or 14 days.

a. You may have a maximum of 5 titles checked out at a time.

11. Click “Confirm Check Out”.



12. Click “Download”.

13. For EPUB or PDF eBooks, make sure to click “Open” and not “Save” for the next step. The item will appear in Adobe Digital Editions shortly (instructions to download this software are below).

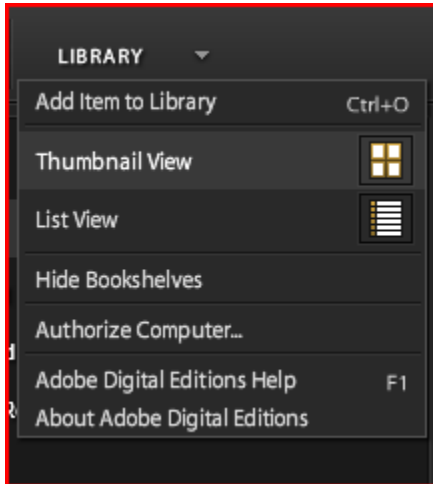
14. Then follow the appropriate steps to transfer the title to your device.

### **Downloading eBooks Software**

1. You will need to download Adobe Digital Editions, available at

<http://www.adobe.com/products/digitaleditions/>

2. Click Launch to run the software and follow the prompts to complete the download.
  3. The first time Adobe Digital Editions opens, you will be prompted to enter an Adobe ID.
- Select Authorize Computer



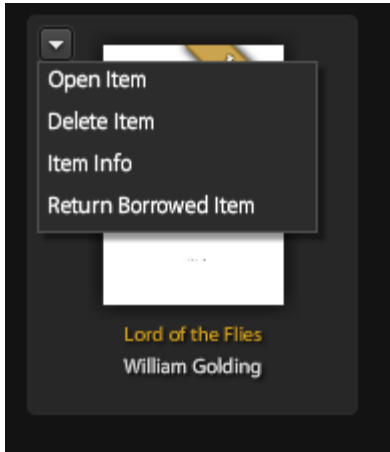
- If you do not have an Adobe ID, click the link “Get an Adobe ID” and follow the instructions to create an Adobe account. You will need an email address.
4. Return to the activation screen and enter the email address and password for your Adobe account. Then click Activate.

### **Transfer an eBook to an eReader Device**

**\*\*\*Because you must authorize a specific computer to an Adobe ID, this feature is unavailable for use on the library’s public computers\*\*\***

1. Connect your eReader device to your computer using a USB.
2. From your “Bookshelves”, select a title you would like to transfer.

3. Drag the title to the eBook device icon listed under Bookshelves in the left pane of Adobe Digital Editions.
4. You can now disconnect the eBook device.
5. To return the book click on go to Library View. Click on the small arrow in the upper left-hand corner of the book.



6. Click "Return Borrowed Item" to return the book.