

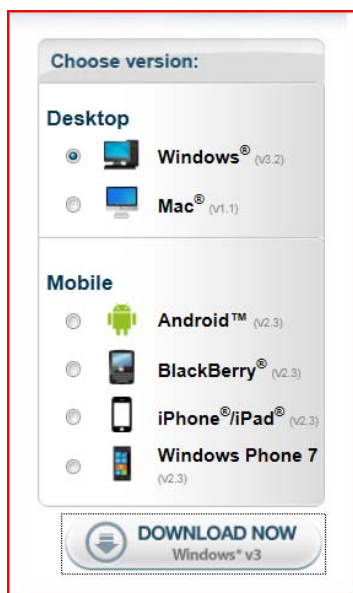
Media on Demand Downloading Instructions

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.

Downloading Audiobooks Software

1. You will need to download the “OverDrive Media Console”, available at:

<http://www.overdrive.com/software/omc/>



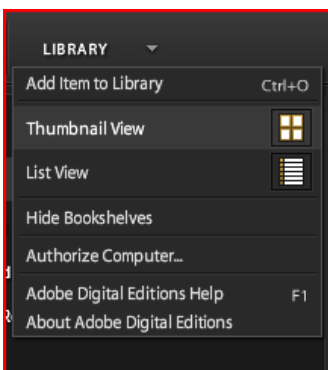
2. Select device on the left side of the screen and click “Download Now” to run the software and follow the prompts to complete the download.



3. If you are using Windows Media Player: the first time Windows Media Player attempts to open an OverDrive audiobook, it will alert you that a security upgrade must be performed before the file can be opened. The upgrade takes just a few moments.

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.

Downloading the OverDrive Media Console App for Apple Products

1. From your device go to the App Store.
2. Search for OverDrive. The Media Console should be displayed in your search results.
3. Tap OverDrive Media Console. The Information screen should be displayed.
4. Tap the “Free” button.
5. Tap the “Install” button. You should be prompted to enter your Apple ID and password. Tap “OK”.
6. OverDrive Media Console will now download to your device. You may use this app for both eAudiobooks and eBooks.

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

Select from the following links to manage your account:

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

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

Format Information

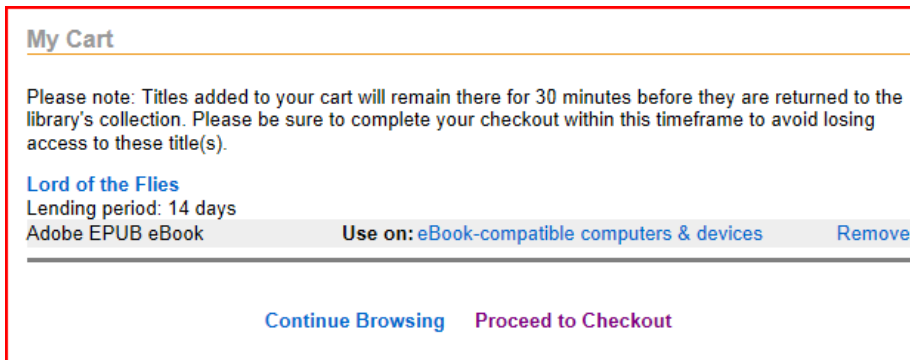
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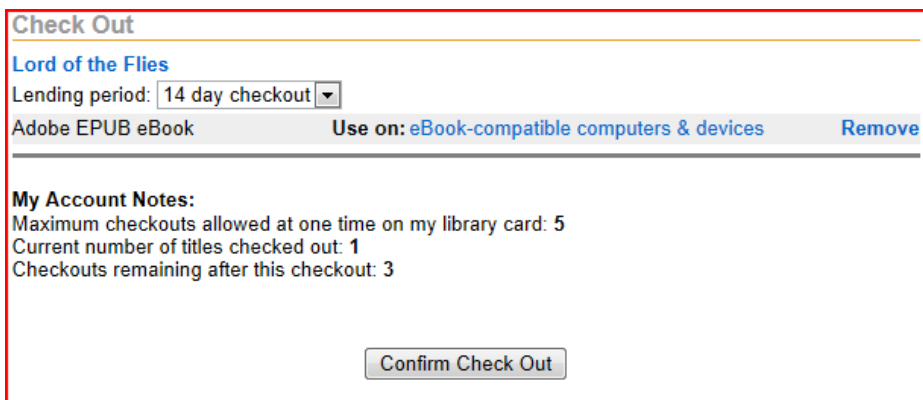
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 - i. WMA and MP3 are the eAudiobook formats.
 - ii. EPUB, PDF, and Kindle are the eBook formats.
 - iii. Mac computers can only play MP3 files, not WMA files.
8. If there are available copies, click “Add to Digital Basket”.

- 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”.



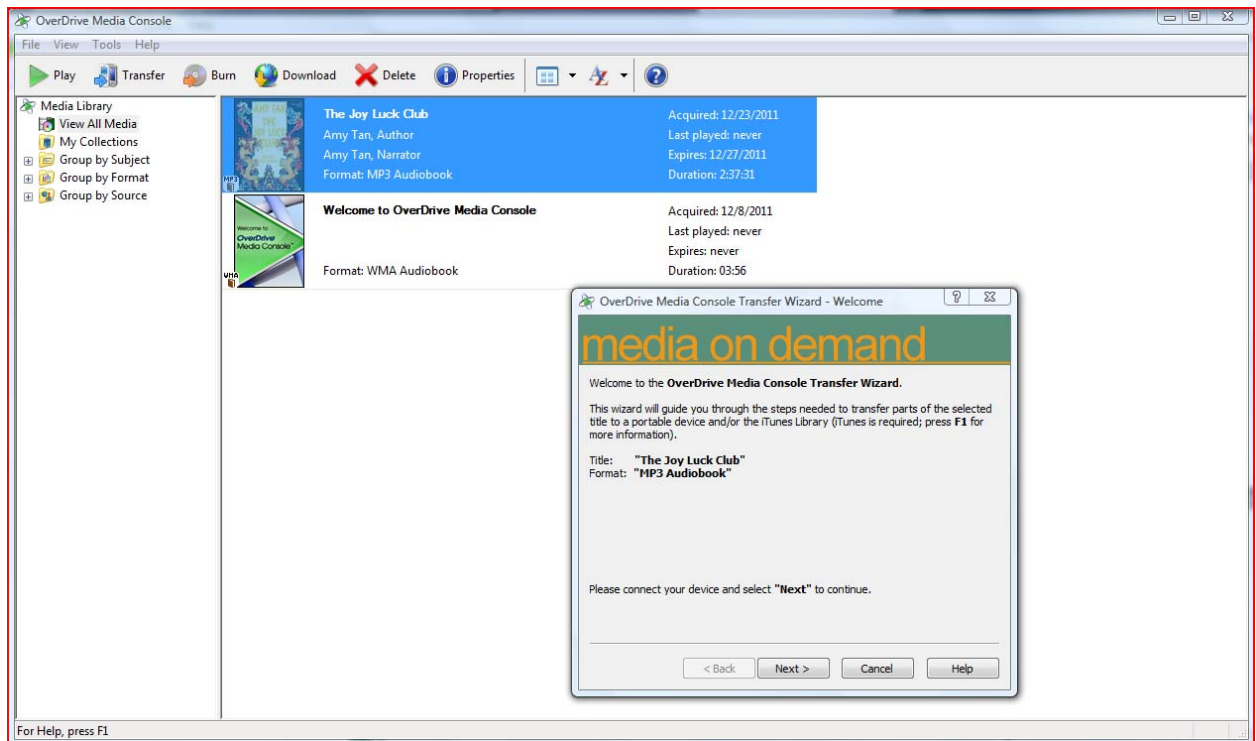
10. You can choose a lending period of 7 or 14 days.
 - a. You may have a maximum of 5 titles checked out at a time.
11. Click “Confirm Check Out”.



12. Click “Download”.
13. For EPUB or PDF eBooks, make sure to click “Open” and not “Save” for the next step. Adobe Digital Editions will open shortly.
14. Then follow the appropriate steps to transfer the title to your device.

Transfer an Audiobook to a Portable Player

1. Connect your portable player to your computer.
2. In OverDrive Media Console highlight the title you would like to transfer.



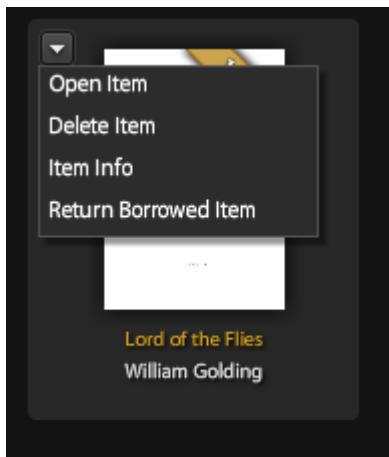
3. Click the Transfer button. The Transfer Wizard is displayed. Verify that the correct title is displayed on the first screen of the Transfer Wizard and click Next. The Transfer Wizard searches for a connected portable device.
4. If your device is detected, the Confirm screen is displayed.
5. In the Confirm dialog box, select the parts you want to transfer by checking the box next to the part name.
6. Click Next to begin transferring the files to your device.
7. When the transfer is complete, the Transfer Wizard displays a Success message.
8. Click Finish to exit the Transfer Wizard.
9. Disconnect your portable device.

*****If downloading to an iPod, etc. make sure to have Manage Music Manually selected on the device's summary page in iTunes.*****

Transfer an eBook to an E-Reader 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 E-Reader 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 E-Book device icon listed under Bookshelves in the left pane of Adobe Digital Editions.
4. You can now disconnect the E-Book 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.

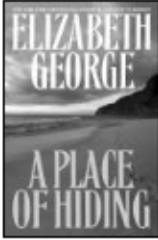
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1. Browse and check out a Kindle book.

2. Click the 'Get for Kindle' button. This opens the Amazon.com website.

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7. Click on "Actions" and select "Return this book".

