

### Check out limits.

Up to 10 titles can be checked out at any one time.

### Lending periods.

Titles can be checked out for 7 or 14 days.

### Returning a title early.

Return eBooks in Adobe Digital Editions.

### Expired titles.

Email notification is sent 3 days before a title is due to expire.

Email notification is sent when a title has expired.

An expired title cannot be read, and remains on your computer or device until you delete it.

### Renewals.

Titles cannot be renewed.

Once a title has expired, or you have returned it early, you can check it out again if available or, if it is not available, you can put a hold on it.

### Holds.

If a title is checked out, you can place a hold on it.

You can have up to 10 titles on hold at any one time.

You will be notified by email when title is available for you to check out.

Once notified, you have 72 hours (3 days) to check out your hold.

### Deleting expired titles.

Use Adobe Digital Editions to delete expired e-book titles on your computer.

Check the instructions for your device on how to delete expired titles.

### A few other things about OCLN's Digital Media Catalog:

Not all publishers will sell eBooks to libraries.

Libraries have to purchase eBooks in the same way they purchase physical books. Publishers require libraries to abide by the one copy/one user model.

**Public Domain Titles:** Over 34,000 titles that never expire and don't count against your library checkout limit.

**Suggest a title.** Fill out the online form and suggest a title.

eReaders

## OCLN's Digital Media Collection



## Quick Start Guide:

Nook  
Sony Reader  
Kobo  
Other eReaders

Follow us • Join us



### Scituate Town Library

85 Branch Street  
Scituate, MA 02066

781-545-8727

[www.ScituateTownLibrary.org](http://www.ScituateTownLibrary.org)

### Library Hours:

Monday - Thursday: 9 - 9

Friday & Saturday: 9 - 5

Closed Sunday

**June 15, 2015 to Fall 2016:  
Temporary location at 44 Jericho Road, Scituate**

# eBooks for Nook, Sony Reader, Kobo and other eReaders

## What do you need?

- **Your own computer with Internet access**
- **Your valid Scituate library card**
- **Your eReader and its USB Cable**

## One-Time Software Setup

### Create Adobe ID

- At your computer, go to **www.adobe.com**. Click **My Adobe** (*upper right corner*). Click on **Don't have an Adobe ID?** to sign up for an Adobe ID.

Email: \_\_\_\_\_

Password: \_\_\_\_\_

### Download Adobe Digital Editions Software

- At your computer, go to **www.adobe.com/products/digitaleditions** and install Adobe Digital Editions (ADE) on your computer.
- The first time you open ADE, you should be prompted to authorize your computer. (If you're not prompted, go to *Help > Authorize Computer*.) Enter your **Adobe ID** and **Password**. Click **Authorize**.

### Authorize Your eReader

- Open Adobe Digital Editions and connect your eReader to your computer using its USB Cable. Adobe Digital Editions recognizes your eReader and prompts you to **authorize** the device. Say **YES**. Enter your **Adobe ID** if asked.
- Tip: If ADE doesn't recognize your device, close ADE, disconnect your device, reconnect it, wait a few moments, open ADE.

## Checkout and Download

- At your computer, go to **www.scituatestownlibrary.org** and click **Download Media**.
- **Sign in** (*upper right corner*) with your Scituate library card number and PIN.
- Click on the cover image to see details about the title. To borrow the title, click **BORROW** button. (*If asked, enter your library card number and PIN.*)
- Click **Download** and select **"EPUB eBook" format**. Click **Confirm & Download**. In the pop up box, select **"Open with"**, set to **"Adobe Digital Editions"** and click **"OK"** to download title to your computer.
- Adobe Digital Editions opens and displays the title.

## Get it on Your eReader

- Connect your eReader to your computer using its own USB cable.
- You should see the name of your eReader in "Devices".
- Click on the title of the book you borrowed and drag it to the eReader icon. Let go when the green plus sign appears.
- To confirm transfer, click on the eReader icon and look for the title.
- Safely eject your eReader by clicking on the icon in the system tray.

## Return and Remove

- eBooks expire automatically when the checkout period ends.
- You can return them early from Adobe Digital Editions. Go to **Library** view. Right click on title you want to return. Click on **"Return Borrowed Item."** To remove, click on **"Remove from Library."**