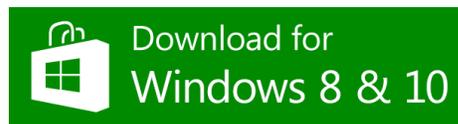DIGITAL
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Downloading Audiobooks

To download library audiobooks for computers, you must install free software on your computer. Depending on your device, the required software will vary.
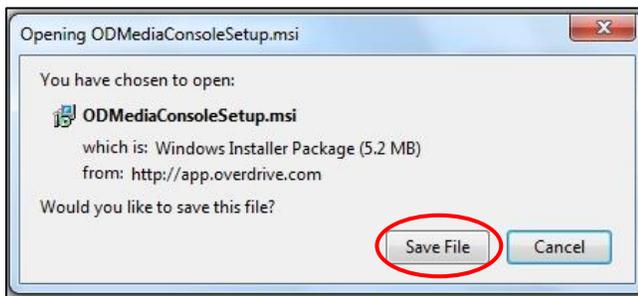
Software
- OverDrive – **Required for PCs and Macs.** Download MP3 Audiobooks. Follow the instructions below to download.
- Windows Media Player 9 (or newer) – **Required for PCs**. Most PCs will already have Windows Media Player installed. If you need to install this software, visit http://windows.microsoft.com/en-us/windows/windows-media-player
- iTunes – **Required if you want to transfer MP3 Audiobooks to an Apple device (iPod, iPhone, iPad)**. There are also additional adjustments you will need to make in iTunes. If you need to install this software, visit http://www.apple.com/itunes/download/
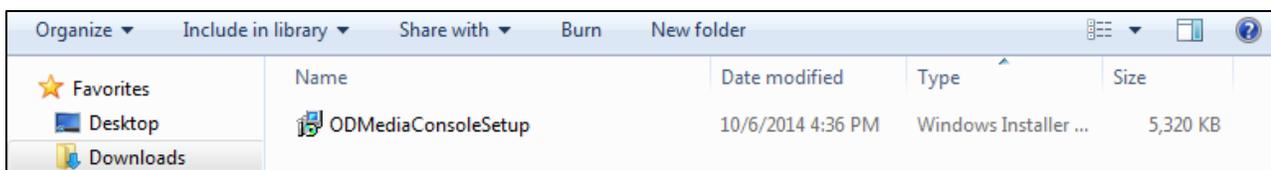
1. Go to http://app.overdrive.com/. Choose your computer's version of the OverDrive software and click the associated button.

2. Select Save File. If you're given an option to Run, proceed to step 4.

3. After the file has completed downloading, double click the ODMediaConsoleSetup file to begin installation.

4. Select Run.

5. Select Next. Keep selecting Next through all the prompts until you receive the installation complete prompt.
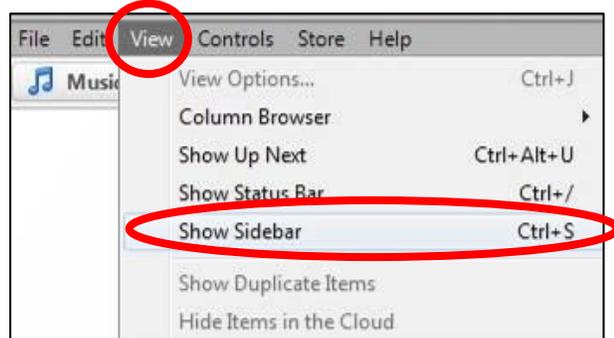

6. Go to your desktop and double click the OverDrive icon. If you want to transfer audiobooks to an Apple device, see additional adjustments below. If not, skip to Page Five.
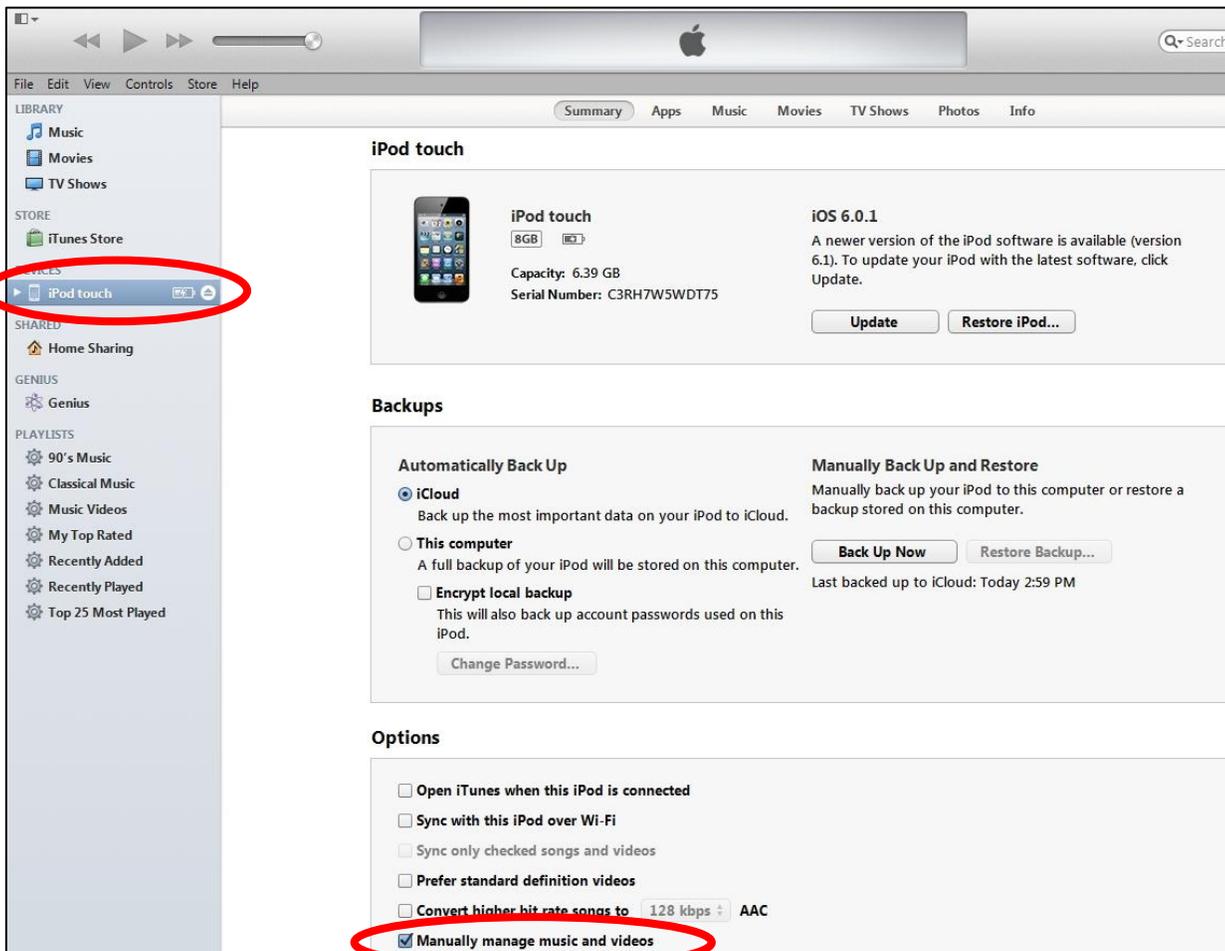
Additional Adjustments Required in iTunes (Required for Transferring Audiobooks to Apple Devices Only)
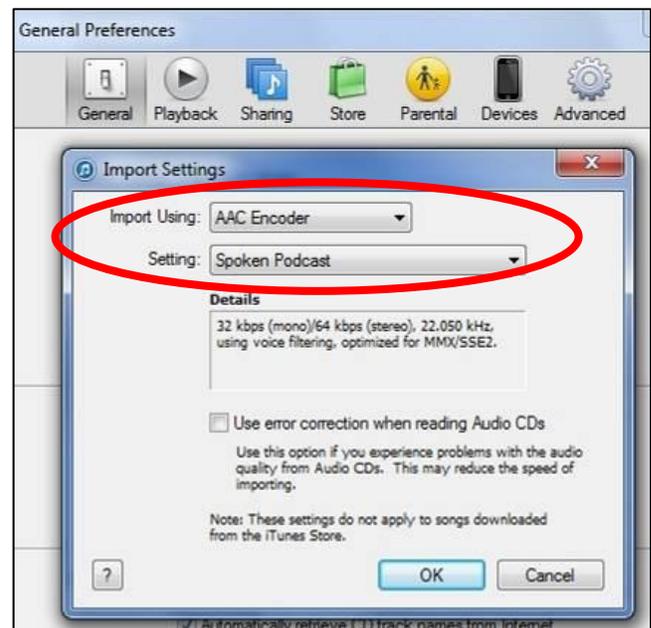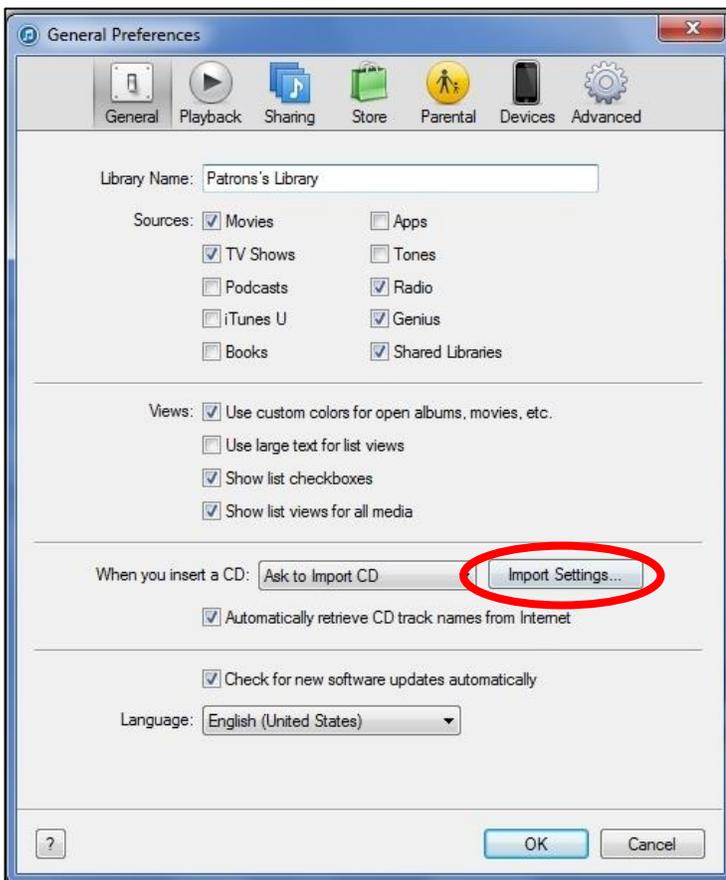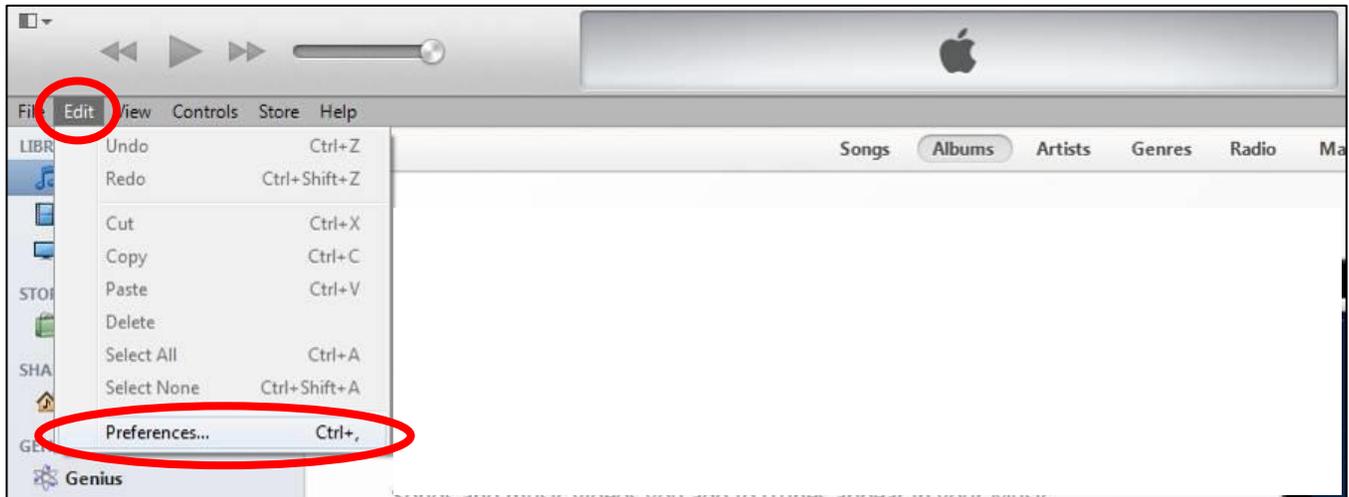
1. If you've downloaded the latest version of iTunes, your menu bar and sidebar may not display. To display the menu bar, click on the rectangle icon in the upper left corner and choose Show Menu Bar. To show the sidebar, click on the View option and then click Show Sidebar.

2. Set your Apple device to Manually manage music in iTunes. To manually manage music, connect your device to your computer and open iTunes. Click on your device on the left hand side. Under Options, check Manually manage music and videos and select Apply.

3. Change your Import Settings in iTunes. In iTunes, click <u>Edit</u> and then click <u>Preferences</u>.
Select <u>Import Settings</u> from the General tab. Under the Import Using: drop-down menu,
select <u>AAC Encoder</u>. Under the Setting: drop down menu, select <u>Spoken Podcast</u>. Click
on <u>OK</u> and then <u>OK</u> again to close out the Preferences box.

Check Out and Download Audiobooks

1. Visit the Digital Library of Illinois website to browse the library's downloadable books at https://dlil.overdrive.com. Click on the Sign In button.

2. Select Bloomingdale Public Library from the drop-down list, and then enter your library card number and PIN. Check the Remember my card number on this device box to save your library card number and then click Sign In.

3. Once you're signed in, you can search for books. Click the Subjects or Collections links to see titles grouped by subject, genre, and more. Or search for titles, authors, or keywords in the Search box.
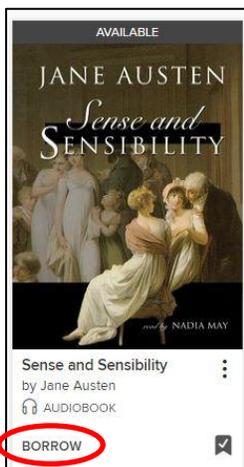
4. Alternatively, you can select Advanced to search book subjects, formats, and more. From the Formats drop-down menu, choose MP3 Audiobook. To find currently available books, under the Availability drop-down menu, choose Available now.
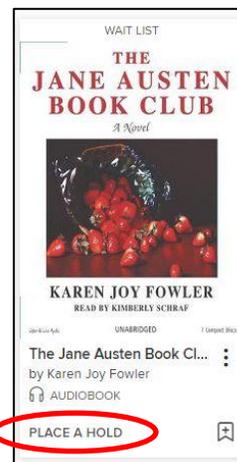

5. Once you find a book that's available to check out, click the **BORROW** link under the title. **TIP: If the book says WAIT LIST and PLACE A HOLD, all copies of the book are checked out.** Click the PLACE A HOLD link to get added to the wait list.
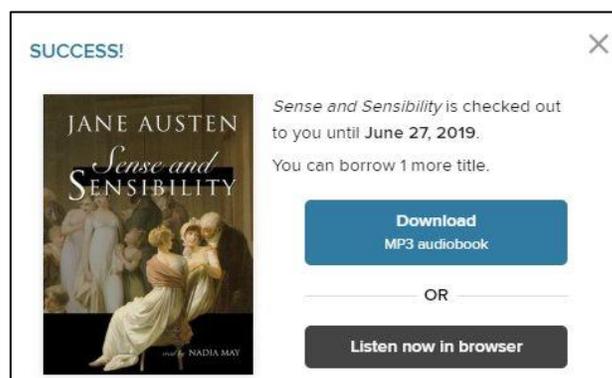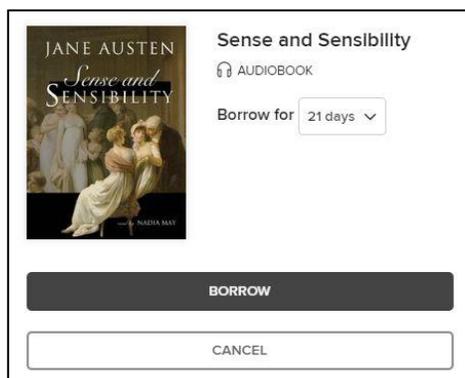

Copy available. Click the BORROW link to check out.

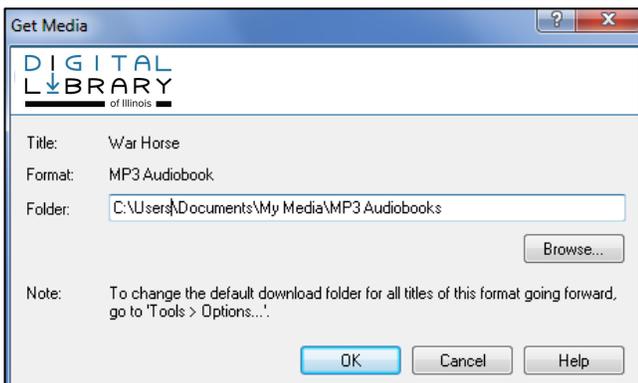No copies available. Click the PLACE A HOLD link to be added to the wait list.

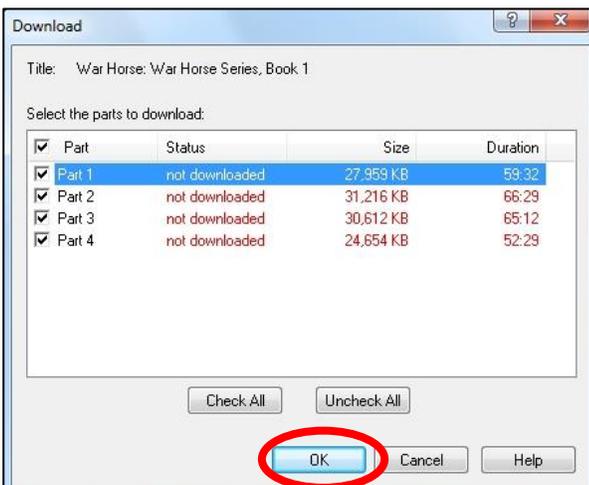6. Click the BORROW button. Next, click the Download MP3 audiobook button.

7. The file should open automatically in the OverDrive software. If it doesn't open, double click the .odm file. Select <u>Open With</u> (make sure OverDrive is the default program) and check the box for <u>Do this automatically for files like this from now on</u>. Click <u>OK</u>. OverDrive should open automatically.

8. From the Get Media box, click <u>OK</u>.

9. From the Download box, click <u>OK</u>. Your book will begin downloading.

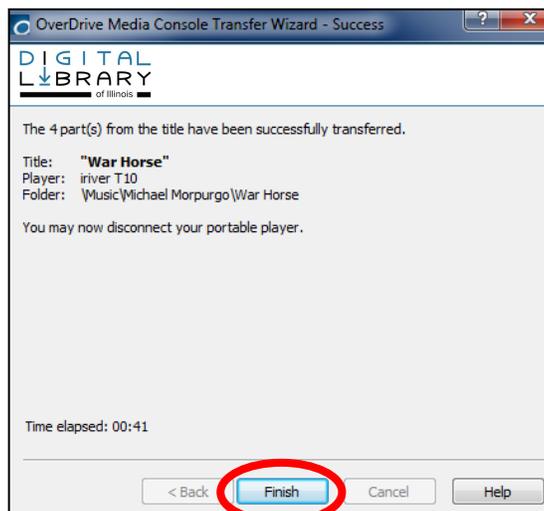## Transfer an Audiobook to Your Audio Device

1. Plug in your audio device to your computer via USB cable. In OverDrive, click on the book you want to transfer. Select <u>Transfer</u>.

2. From the Transfer Wizard, select <u>Next</u>. Follow the prompts until your book begins transferring.

3. When your book is finished transferring, click <u>Finish</u>. Remove your device and enjoy your audiobook.

Return an Audiobook

To return your audiobook early, click on the book you'd like to return. Click <u>Delete</u>, and then click <u>Return/Delete</u>.