

How to Use OverDrive

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- A valid library card
- Access to the Internet
- Free software for the computer and/or device on which you wish to use the material you download from this site

Step 1: Download & Install Free Software

As a first step, you will need to install free OverDrive software.

System Requirements for Windows® PCs/Tablet PCs/Laptops

- Operating system:
 - Windows Vista (Home Basic, Home Premium, Business, or Ultimate Edition)
 - Windows XP (Home, Professional, Tablet PC, or Media Center Edition)
 - Windows Millennium Edition (ME)
 - Windows 2000 (Professional or Server)
 - Windows 98 Second Edition (SE)
- Processor:
 - A 233 megahertz (MHz) processor, such as an Intel Pentium II or Advanced Micro Devices (AMD) processor
- RAM:
 - 64 megabytes (MB)
- Free hard disk space:
 - 100 MB
- Sound card:
 - 16-bit sound card
- Video adapter and monitor:
 - Super VGA (800 x 600) or higher resolution
- Browser:
 - Microsoft Internet Explorer 5.01 (or newer)
- Windows Media Player 9 Series (or newer)

Download and Installation Instructions for OverDrive Media Console for Windows PCs/Tablet PCs/Laptops

1. Go to <http://www.overdrive.com/software/omc/download.asp>
2. At the OverDrive Media Console download page, click the 'OverDrive Media Console' link to start the download process.
A 'File Download' box is displayed.
3. Select option 'Save' or 'Save this program to disk'. Browse to (and make note of) a location to save the file, and click the 'OK' button to download the OverDrive Media

Console install file (ODMediaConsoleSetup.exe) to your machine.

Please be patient, as this may take a few minutes to download and save.

4. If you are using IE 5.0 or higher, a dialog box may be displayed when the download is complete. Click the 'Open' button to begin the installation. Otherwise, locate the '.exe' file (ODMediaConsoleSetup.exe), and double-click it to begin installation. Note that upgrading or uninstalling OverDrive Media Console will not affect any content that you have previously downloaded; all items in your 'Media Library' will be maintained through either process.
The 'OverDrive Media Console Setup Wizard' is displayed.
5. Click the 'Next >' button to begin the installation process.
The 'Software License Agreement' screen is displayed.
6. Review the 'Software License Agreement', and select the 'I Agree' option (if you agree). Then, click the 'Next >' button.
The 'Select Installation Folder' screen is displayed.
7. At the 'Select Installation Folder' screen, either browse to the location to which you would like to save the program, or leave the default location. Also, indicate whether you would like the program to be accessible to 'Everyone' or 'Just me', then click the 'Next >' button.
The 'Confirm Installation' screen is displayed.
8. Click the 'Next >' button to start installation.
When the installation is complete, the 'Installation Complete' window is displayed.
9. Click the 'Close' button to exit the wizard.
10. Once the installation is complete, you may delete the install file (ODMediaConsoleSetup.exe).

Note that upgrading or uninstalling OverDrive Media Console will not affect any content that you have already previously downloaded; all items in your 'Media Library' will be maintained through either process.

Download Windows Media Player®

To download Windows Media Player, go to

<http://www.microsoft.com/windows/windowsmedia/download/default.asp>, or visit www.microsoft.com.

Instructions for performing the Windows Media Player Security Upgrade

The Windows Media Security Upgrade is a process that must be performed before Microsoft Windows Media Player will allow any DRM-protected files to be played. A security measure, the security update identifies the copy of Windows Media Player with the computer on which the Player is being used. Publishers often require this sort of security in order to discourage the unlawful redistribution of digital content.

If you have not previously performed the security upgrade, the first time that you open OverDrive Media Console, OverDrive Media Console checks to see if you need to complete the security upgrade. If a security upgrade is needed, a message is displayed notifying you that in

order to play DRM-protected content, you must first upgrade the security of your Windows Media Player. Follow the instructions provided in the message to complete the security update.

Alternatively, you may complete the security upgrade at any time. Complete the security upgrade as follows...

If you have Windows Media Player 11...

1. While connected to the Internet, open OverDrive Media Console.
2. Go to *Tools > Windows Media Player Security Upgrade*.
A dialog box is displayed, notifying you that your Windows Media Player requires a security upgrade to play DRM-protected content.
3. Click 'OK' in the dialog box.
Windows Media Player opens and the 'Windows Media Player' dialog box is displayed.
4. Click 'Upgrade' to download and install the required security component.
Windows Media Player indicates that it is 'Connecting to server...'. Once connected, the security component is downloaded and installed. Windows Media Player indicates that the security component was upgraded successfully.
5. Click the 'Close' button in the 'Windows Media Player' dialog box.
The 'Media Usage Rights Acquisition' dialog box is displayed.
6. Click the 'Play' button in the 'Media Usage Rights Acquisition' dialog box to complete the upgrade.
Windows Media Player plays a brief file, confirming that you have completed the upgrade.
7. Click the 'Cancel' button to close the 'License Acquisition' dialog box. If desired, you can also close Windows Media Player at this time.
You have successfully completed the Windows Media Player Security Upgrade.

If you have Windows Media Player 9 or 10...

1. While connected to the Internet, open OverDrive Media Console.
2. Go to *Tools > Windows Media Player Security Upgrade*.
A dialog box is displayed, notifying you that your Windows Media Player requires a security upgrade to play DRM-protected content.
3. Click 'OK' in the dialog box.
Windows Media Player opens and the 'Security Upgrade Required' dialog box is displayed.
4. Click 'OK' in the 'Security Upgrade Required' dialog box to perform the upgrade.
The 'License Acquisition' dialog box is displayed, indicating that you have installed the Windows Media Player Security Upgrade.
5. Click the 'Play' button in the 'License Acquisition' dialog box to complete the upgrade.
Windows Media Player plays a brief file, confirming that you have completed the upgrade.
6. Click the 'Cancel' button to close the 'License Acquisition' dialog box. If desired, you can also close Windows Media Player at this time.
You have successfully completed the Windows Media Player Security Upgrade.

Step 2: Activate Your Free Software

Before you use a title checked out from this website, you'll need to activate the software that you downloaded. You only need to activate the software once for each machine on which you'll use the material. See below for more on activation.

OverDrive Media Console:

OverDrive Media Console utilizes Windows Media Player® 9 Series or newer to play files. The first time that Windows Media Player attempts to open a DRM-protected file, it will alert you that a Security Update must be performed before the file may be opened. The update takes just a few moments, and must be performed before Microsoft Windows Media Player will allow any DRM-protected files to be played.

Step 3: Check Out, Download, and Enjoy

You can browse or search this site for downloadable materials. When you locate a title of interest, simply add it to your bookbag and check out the title.

If a desired title is not available, you may place a hold on the title.

Once you have checked out a title, a download page will be displayed. Click the 'Download' link to start the download. Once the download is complete, you can close your Internet connection and enjoy the materials offline.

You will never accrue late fees with titles you download from this website. At the end of the loan period, titles will expire and be automatically 'returned' to the library. At this time, you can delete the expired file(s) from your machine.

How do I cancel a hold?

To cancel a hold, please take the following steps:

1. From any page, choose the 'My Digital Account' button.
2. Log in to your account.
3. Click the 'My Holds' link.
The list of titles that you have currently placed on hold is displayed.
4. Click the 'Remove' link next to the title in which you are no longer interested.
This action cancels your hold.