

accessing our online library

OverDrive® eBooks & eAudiobooks

tablets, smartphones, and Chromebooks

Available for:



1 Install the free **OverDrive** app from your **App Store** or from <http://app.overdrive.com>.



2 Open the **OverDrive** app and follow the prompts to sign in or sign up for a free **OverDrive** account.

3 Use the app's **Add a Library** (or **Get Books**) feature to find and save our library by searching by zip code **94041**.

We are listed as **Northern California Digital Library**.

*Click the **star** to save our library in your **My Libraries** list.*

4 Log into the **Northern California Digital Library**.

- Tap **Sign In**.
- Choose **Mountain View Public Library** as your library.
- Login with your **library card number** and **PIN number**.

Don't remember your PIN? Ask a librarian!

5 Borrow items! Tap an available title, then select **Borrow**. Items currently checked out will allow you to **Place a Hold**. Borrowed titles will appear on your **Bookshelf** (under your **Account**). From there you can:

- **Download/Add** EPUB eBooks and MP3 audiobooks to the OverDrive app. Read or listen on the go!
- **Read** most eBooks in your browser without downloading them.
- **Listen** to audiobooks in your browser without downloading them (on some devices).
- For Kindles, select **Kindle Book** to complete your checkout on Amazon's website and send a Kindle book to your Kindle device or Kindle reading app.

For more help, visit


<http://mountainview.gov/ebooks>
<http://help.overdrive.com>



tips for users

Mountain View Library's **OverDrive** partners with other local libraries to make up the **Northern California Digital Library**. This provides additional access to eBooks and audiobooks outside the Mountain View Library's personal collection. However, this may cause confusion on wait list times and number of copies. See below for more tips and tricks for using the **OverDrive** app and website (<http://ncdl.overdrive.com>).

loans

After **Borrowing** a title, go to your **Loans**  page to download.

- Reading in the app? Choose the **ePub** format.
- Reading on a Kindle? Choose the **Kindle** format.
- Don't want to download? Open borrowed items right in your web browser.

holds

Stressed out by the length of the wait list? Get more accurate details on your wait time by visiting the **Holds** page. Click the small  next to where it lists your place in line. The **Holds Explained** pop-up shows your true place in line. *Because we are in a consortium of libraries, the holds list shows all the holds for all the users in the system. However, Mountain View Library owns additional copies to shorten your wait time.*

settings

Access additional features on the **Settings** page:

- Display options, including dyslexic font
- Audience filters to limit what content is shown
- Automatic checkout and lending periods

recommendations

Don't see a title you want? Below your **Search** results, you'll find titles that you can **Recommend** for Mountain View Library to purchase. If purchased, these titles can be automatically put on hold for you.

Recommended titles are purchased based on the Mountain View Library's Collection Development Policy and available funds.