

# For Kindle Paperwhite & Basic Kindles

## Also for FIRE/HDs to check out “Kindle books” instead of ePub books using the Overdrive App

- *If you need help, call the library Help Desk at 405-372-3633 x8106*
- Keep in mind, your library card will expire once every year, so in Sept. 2015, and so on, you will need to call the library to renew your card to keep using Overdrive.
- For this device, you do not use an “App.” Instead you will use the library’s eBook site and the Amazon site.
- NOTE: These devices cannot run audiobooks. Fire/HD users CAN checkout audios by downloading the Overdrive App

### GETTING TO THE SERVICE

1. Verify that your Kindle is connected to a wireless network: an active **Wi-Fi connection** is required for wireless delivery to a Kindle device.

**Caveat 1:** If your Kindle is not Wi-Fi capable or you do not have an active Wi-Fi connection, plug your Kindle into your computer via the USB cable.

**Caveat 2:** If you can not browse internet sites (other than Amazon) on your Kindle, then you will need to plug your Kindle into your computer via the USB cable

2. From your device (if you can surf the web on it) or computer, go to <http://library.stillwater.org> and click “eLibrary,” then “Oklahoma Virtual Library” under the “eBooks” heading. This takes you to your eBook service which is called Oklahoma Virtual Library (OKVL) and is powered by Overdrive.
3. From the main page of OKVL, choose the “sign in” link. Choose “Stillwater Public Library,” then enter your library card number on the back of your card. *By signing in as soon as you get to the page, because you will get exclusive content as a Stillwater Public Library cardholder. You will not see that content if you do not sign in first.*

### BROWSING FOR BOOKS ON THE OKLAHOMA VIRTUAL LIBRARY PAGE

You can find titles or browse by:

- Clicking the magnifying glass and entering a title author or subject, or
- Clicking the magnifying glass, then “Advanced search” to do a search with limiters, or
- Scrolling through the front page to browse and clicking “View more...” to see more items of the same type, or
- Choosing the 3 line menu icon in the BIEGE part of the page to browse through different categories

Whenever your search results in multiple “hits,” you will see an array of book covers.

To read a synopsis of the book, hover over the book cover and click the arrow that says “More.” The book description will be at the bottom of the page.

**NOTE:** eBooks have a book symbol, audiobooks have a headphone symbol, and streaming videos have a film symbol.

**TIP:** When you are looking at a list of books, look to the lefthand menu and click “Available Now” to see only those titles that you can immediately checkout.

## **CHECKING OUT**

**NOTE:** When the small icon on the book cover is BLACK, you can borrow it. When it is grayed out, then you must place a hold.

1. When you have chosen an item to checkout, click the book cover and choose the “More” arrow. Do NOT chose Borrow yet!
2. In the righthand corner of the resulting page, check for the section called “Available Formats.” The box MUST list KINDLE BOOK as one of the formats. Almost all of the OKVL entries have a Kindle book format option, but a small percentage do not. If you accidentally checkout an epub only book, then please call us at 405-372-3633 x8106 and we will return it for you.
3. When you are ready, choose the “Borrow” button. **NOTE:** If the item is already checked out, you will see a “Place a Hold” button instead of the “Borrow” button. To be put on hold, click the button and type in your email address on the resulting page. You will be notified by email when it is available.
4. You will now be on your OK Virtual Library Bookshelf and you will see the item you chose. Next to the book cover, you will see a “Download” button. Click it.
5. **VERY IMPORTANT!!! You will now see a choice for the type of FORMAT you want to download. You must choose KINDLE. Check the box next to the words.**
6. Click “Confirm & Download.”
7. You will now be sent to Amazon.com. If you are not already logged in to Amazon, you will be prompted to do so.
8. You should now see a page with your book. To the right, you will see a green box with a yellow “Get library book” button. Click it.
9. You will now go to a confirmation page. If you are connected to wireless, then your book will start downloading. IF YOU ARE USING YOUR COMPUTER to checkout the book and you do not have wifi, you will now click the “Download Now” button.
10. Your book title will show up on your book title menu. Open it and read!

**NOTE:** Sometimes, when you download books from the computer to your Kindle, the downloading will lag. To “jump start” the download, go to the “Manage your content and devices” page on Amazon.com which is in the menu at the bottom of every Amazon.com page.

Log into your account and look for the title that has the word BORROWED in orange next to it. Select that book, then click the Action button and choose “Deliver” (if on wifi) or “Download & transfer via USB.”

## **RETURNING BOOKS**

You will be able to check out 6 items at a time, each for up to 14 days. After that, the items will return themselves so you never incur late fees. If no one is on hold for the book, you may be offered a renewal.

If you are finished early with the item, please go ahead and return it so others can borrow it.

You can only return KINDLE EBOOKS via the Amazon website.

1. Go to Amazon.com and choose “Manage your content and devices” which is in the menu at the bottom of every Amazon.com page.
2. Sign in, if prompted.
3. Look for your book title. It will have “Borrowed” in orange next to it.
4. Select the title, then click the Action button.
5. Choose “Return this book,” then click “Yes” on the confirmation.