

To find available titles:

Titles that are available to check out right away will be labeled "Available," and will have the option to "Borrow."

Titles that are not available to check out right now will be labeled "Wait List," and will have the option to "Place a hold."

To limit your search results to only available titles, tap in the search box and then tap "Advanced." Under "Availability," choose "Available now."

To find out what options are available for a book:

Click on the book cover. Tap "Available format" to expand the list. A different format corresponds with each option:

**Kindle Books** can be transferred to a Kindle app.

**OverDrive READ** indicates that the book is compatible with OverDrive READ.

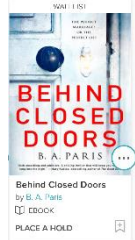
**Adobe EPUB eBooks** can be downloaded to the OverDrive app.

**Adobe PDF eBooks** are not compatible with your device

If a format is not listed here, it is not available for this title.

You can filter incompatible books out of your search by tapping "Filters" at the top of the search result page. Then, tap "eBooks." Tap on the format you are interested in to filter your search.

| eBooks         |     |
|----------------|-----|
| Kindle Book    | 183 |
| OverDrive Read | 194 |
| EPUB eBook     | 194 |
| PDF eBook      | 80  |



## FAQs

Why borrow ebooks from your library?

- Read popular titles on your device for free!
- Access your library's digital branch anytime, anywhere.
- No late fees!

How long can I borrow an ebook?

14 days. This can be extended to 21 days by changing the settings in your account.

Can I renew ebooks?

eBooks can be renewed if another user does not have a hold on the title.

How many ebooks can I check out at once?

You can check out a combination of up to 5 ebooks and downloadable audiobooks on one account.

Can I return ebooks early?

Some ebook titles can be returned early. To return from the website, click "Return Title." This option will be unavailable if you download the book. To return through the app, hold your finger on the cover of the book until a menu appears. Then choose, "Return to library."

How many books can I place on hold?

You can place up to 10 holds at once.

What do I do when my hold is available?

Click on the link in your email. Log into your account. Depending on the options you chose when placing the hold, the item will either be under Checkouts or Holds.

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## Bentley Memorial Library

206 Bolton Center Road  
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860-646-7349  
Bentley@biblio.org  
[town.boltonct.org/library](http://town.boltonct.org/library)

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Powered by:

**OverDrive**

### 1. Install the app from the App Store.

Search for “overdrive” in the App Store. Download and install the OverDrive app.

### 2. Authorize your device:

The first time you open the app, you will see the following message:

“Sign up for an OverDrive account to enjoy eBooks, audiobooks, movies and more from your library.”

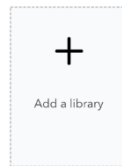
Tap “Sign up”

Either tap “Sign up with Facebook, or Enter your name, email address, and a password, and then “Sign up” to create your OverDrive account.

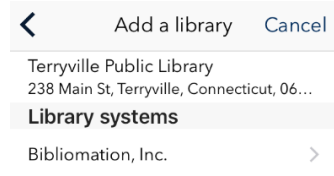
### 3. Choose your library:

Tap “Add a Library.”

Enter your library’s name, your town’s name, or your postal code. Then tap “Search.”



When you find your library, tap on its name. Tap “Bibliomation Downloadable eMedia Catalog.” This will open the OverDrive catalog and save it in your app so you can access it later.



### 4. Sign in:

Click “Sign In” to access your account.

Begin typing your library’s name. Choose it from the list when it appears. Then, type in your library card number.

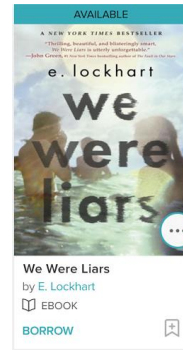
### 5. Find a book to check out:

You can browse the collection by choosing a category from the home page, or by clicking in the “Search” box and entering a title, author, or keyword.

### 6. Check out your book:

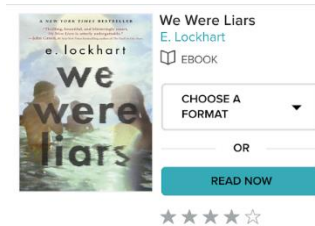
Click on the book cover. Click “Borrow” to check the book out.

If all copies of the title are checked out to another user, you will see a “Place a Hold” button instead. Click here and enter your email address to be notified when the book is available to check out.



### 7. Getting your book:

Once the book is checked out to you, it will appear in your account under “Loans.” You have several options for reading your book on your mobile device. Note that all options are not available for every ebook:



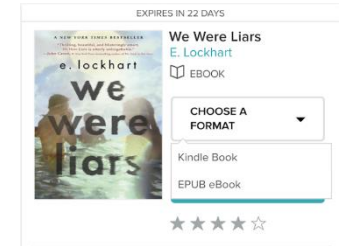
### **OverDrive READ**

This option allows you to read the book without downloading it. Tap “Read Now” to begin.

The first time OverDrive READ opens, a tutorial will play. Click “Next” to see all of the steps.

### **Down load to the OverDrive App**

To download the book, click “Choose a Format” and select “EPUB eBook”. The book will appear on the bookshelf in the OverDrive app. Tap the cover to read it.



### **Transfer to the Kindle App**

If you have the Amazon Kindle app installed on your device and you have an Amazon account, you can read your library ebooks using the Kindle app.

Tap “Choose a format” and select “Kindle Book.” You will be redirected to Amazon.com. You will complete the transfer process from here.

Click “Get library book.” If you are not already signed into your Amazon account, you will be prompted to sign in now. If you own more than one Kindle, make sure your Apple device is selected from the list. Click “Continue” if prompted.



The book will be delivered wirelessly to your Kindle app the next time your device syncs.

### I need more help! What do I do?

Click “Help” on Bibliomation’s OverDrive site, or go to <http://help.overdrive.com>. To contact a Bibliomation staff member for help, go to <http://biblio.org/overdrive-support-submission-form/>.