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Kindle eReaders

Kindle eReader User Required Checklist

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- Internet connection
- Amazon Account
- USB cable for your Kindle if no Wi-Fi

LENDING POLICIES:

Borrowing: Borrow up to 5 titles (either eBooks and/or audiobooks) for 7, 14, or 21 days. Select default lending period on OverDrive website:
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Further help instructions & videos at <http://help.overdrive.com/>



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Browse/Search & Check Out titles:

1. Go to OverDrive collection: ccls.lib.overdrive.com
2. Browse or search for titles
3. Select title: Click on jacket cover > *Borrow* > *Sign In* (if prompted, type in library card # & PIN) > *Download* (Select one format):
Kindle Book

Download Kindle Books via Wi-Fi: (Sign in to Amazon account)

4. Amazon opens > Under *Deliver to*: select *Kindle device or reading application for delivery of title* > *Click Get library book*
5. Books are delivered over Wi-Fi (*skip to step 11*)

Transfer Kindle Books with USB cable (required only if no Wi-Fi):

4. Amazon opens > Under *Deliver to*: select *Transfer via Computer* > *Click Get library book*
5. Select which Kindle you plan to transfer title to via USB > *Continue*
6. You should be prompted to open or save the file immediately (The file is also available under *Manage Your Content and Devices*)
7. Connect Kindle device to computer with USB cable
8. Open Kindle on computer (Windows: Kindle appears under *This PC*; Macs: Kindle appears on *desktop*)
9. Locate downloaded file (Kindle Book) on computer > drag & drop or copy & paste Kindle Book into Kindle's folder for *Documents*
10. Safely disconnect Kindle once transfer is complete

Read Kindle Books on Kindle:

11. Titles download to *Home* > tap title to open & read
12. Wi-Fi downloads: Kindle Books are stored in the Cloud > turn on Kindle eReader > tap *Menu* > *Sync & Check for Items*

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13. Go to: Amazon.com > *Manage Your Content and Devices* > Next to title tap: *Actions* > *Return this book* > *Yes* > **Actions* > *Delete library loan* > *Yes* (**Refresh browser if title does not appear in order to delete returned/expired title permanently from account or just wait until next Amazon sign in*)

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Browse/Search & Check Out titles:

1. Go to OverDrive collection: ccls.lib.overdrive.com
2. Browse or search for titles
3. Select title: Click on jacket cover > *Borrow* > *Sign In* (if prompted, type in library card # & PIN) > *Download* (Select one format):
Kindle Book

Download Kindle Books via Wi-Fi: (Sign in to Amazon account)

4. Amazon opens > Under *Deliver to*: select *Kindle device or reading application for delivery of title* > *Click Get library book*
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5. Select which Kindle you plan to transfer title to via USB > *Continue*
6. You should be prompted to open or save the file immediately (The file is also available under *Manage Your Content and Devices*)
7. Connect Kindle device to computer with USB cable
8. Open Kindle on computer (Windows: Kindle appears under *This PC*; Macs: Kindle appears on *desktop*)
9. Locate downloaded file (Kindle Book) on computer > drag & drop or copy & paste Kindle Book into Kindle's folder for *Documents*
10. Safely disconnect Kindle once transfer is complete

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