



## User Guide for **Kindle Fire** with the **OverDrive** app



**ALTOONA**  
PUBLIC LIBRARY




### What is Wisconsin's Digital Library?

Your MORE library card gives you access to Wisconsin's Digital Library. It is a shared, statewide collection of e-books, audiobooks, and magazines. This digital collection has fiction and nonfiction titles for children, teens, and adults.

### How borrowing works

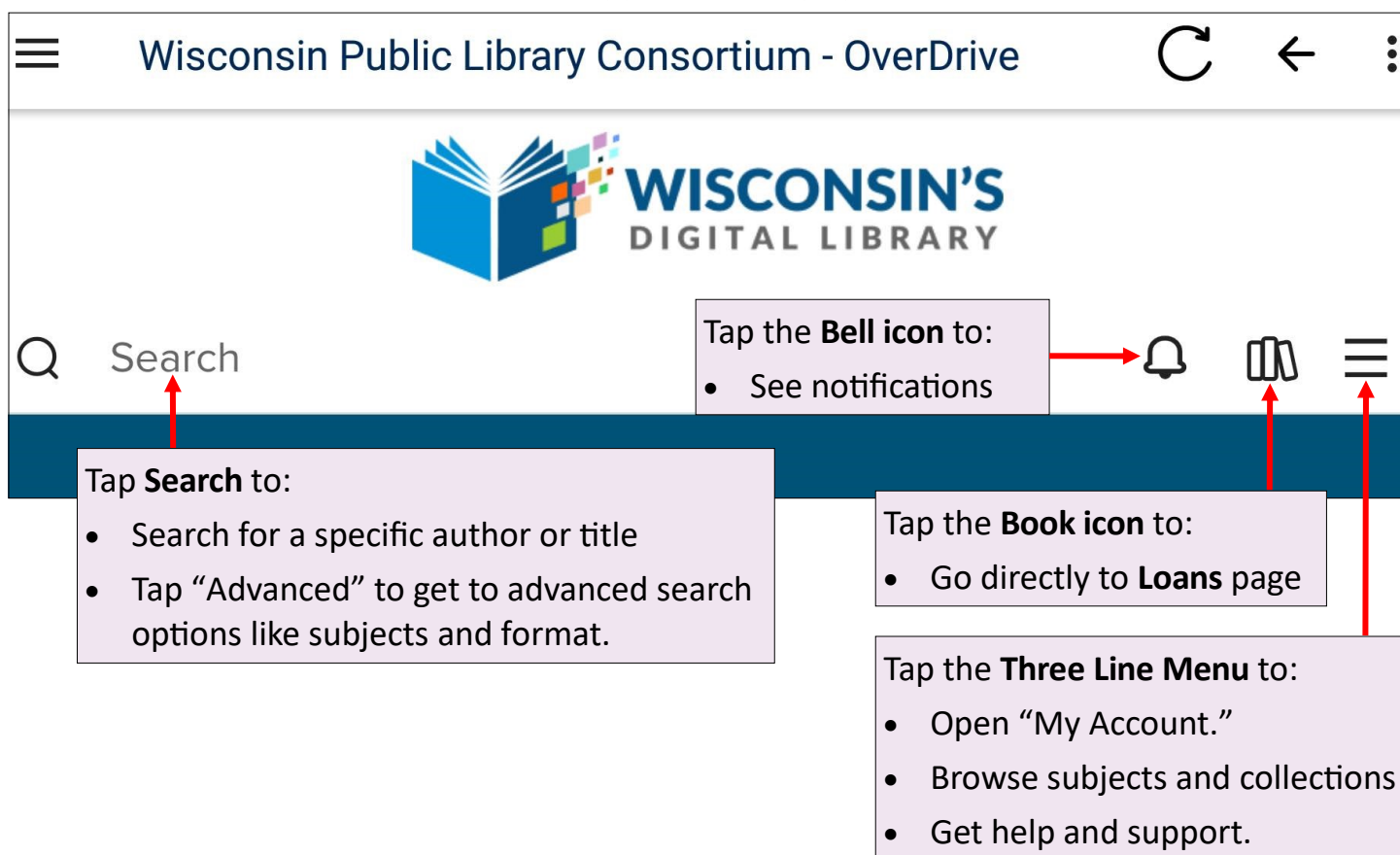
- A MORE library card or e-card is required.
- E-books, audiobooks, and magazines circulate like other library materials. The library owns a copy (or copies) of each title and they are checked out to one borrower at a time.
- If a title is available, you can check it out right away.
- If a title is checked out, you can place it on hold.
- You can choose how long you check out a title: 7, 14, or 21 days. The title automatically expires after the lending period is complete.
- If you prefer, you can return an item earlier than the due date.
- You may have up to 10 titles checked out at a time and 10 holds pending at a time.

### Set up your Kindle Fire with OverDrive


- Go to your Amazon App Store to find and download the OverDrive app.
- Sign up for an OverDrive account, using the "sign up using library card" option.
- You will be prompted to find your library. Type in "IFLS Library System."
- Tap your library name and then select "**Wisconsin Public Library Consortium.**"
- Tap the "SIGN IN" option. Select **IFLS Library System (IFLS)** as your library. Enter your library card number. Tap "Sign in" again.
- Once signed in, go to  > **SETTINGS**. Make sure the "Kindle Preference" box is unchecked. This guide's focus is on using the EPUB e-book format, not the Kindle Book format.
  - If you prefer to use the Kindle Book format, the Kindle app, and your Amazon account, please refer to the Kindle E-Book User Guide.
- There are other settings to choose: your default lending period, whether you want to keep a browsing history, and the audience level of titles you will see when browsing.

## Navigating in OverDrive

Use these tools to move around in the app and manage your titles.




## Finding titles and filtering the results

**Browsing** – On the right side of the homepage tap  or continue scrolling down the page to find **Subjects** and **Collections** (note: if you have a larger Kindle Fire or use your Kindle Fire in landscape mode, you will see these options above the **Search** box).

**Searching** – You can do basic author and title searches from the home page by tapping "Search." Tap "Advanced" to get to advanced search options.

### Filtering

- There are two ways to filter your search results to provide only the content you want to see. The first is to tap  > **SETTINGS**. Here you can choose your lending period, the audience level, and language. **This will apply to all future search results.**
- You can also filter each search results list temporarily by tapping the "Filters" box. Filter choices include Audience level, e-books or audiobooks, subjects, and more.
  - The **Availability** filter allows you to limit the list to "Available now" items you can check out right away. You can also select "Recommend to library" to show titles not owned by the library. You can then recommend the title to be purchased.

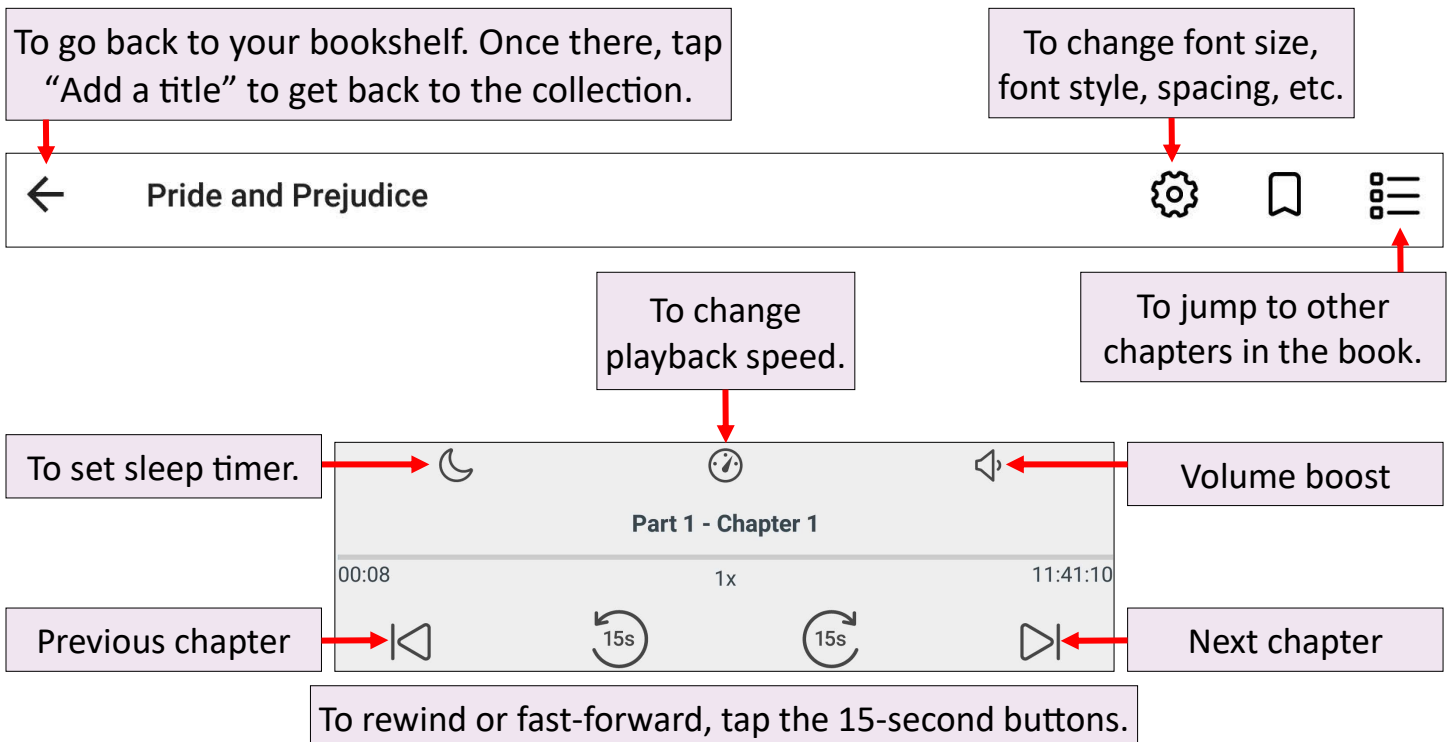
## Borrowing titles

- When you find a title, tap the book cover. This takes you to the title's details page and links to read or listen to a sample of the book.
- Tap "BORROW."
- You can adjust your loan period if desired, tap "BORROW" again.
- Tap "Download," and then "EPUB ebook." If you are borrowing an audiobook, just tap the download button. Two messages will flash at you: "Loading new title..." and "Title added to bookshelf."
- Open your bookshelf by tapping ☰ on the upper left corner.





## Reading or listening to titles

- In your bookshelf, tap the book cover of your title. You can read e-books immediately by swiping to the left to turn the pages.
- Tap in the middle of the screen to access reading tools. Tap again in the middle to close them.



## Placing holds

- You can place an item on hold if it is checked out.
- Tap the book cover to open the details page.
- Tap “PLACE A HOLD.” You will be prompted to enter your email if you have not already done so. Tap “PLACE A HOLD” again.
- To manage your holds, go to  > **HOLDS**. You can edit your email address, suspend your hold, or remove it.
- When a hold becomes available, you will receive an email and then you only have three days to act on it. Retrieve holds that are ready to be checked out at  > **HOLDS**.



## Returning titles early

Your title will return itself on its due date. You can also return it early.

- Go to  > **LOANS**. Tap  and then “RETURN TITLE.”  
Return

## Renewing titles


You can renew a title a few days before its due date.

- Go to  > **LOANS**. Tap  and then “RENEW.”  
Renew

There are a few reasons why you might be unable to renew a title:

- Someone else has the title on hold. In this case, you’ll be asked if you want to place a hold instead of renew.
- It’s too early to renew the book.
- The title may have expired or been manually removed from the library’s catalog.

## Need more help? Ask OverDrive or your library

- For help within the app, tap  > **Help**.
- Call the library at 715-839-5029 or email us at [altoonapl@altoonapubliclibrary.org](mailto:altoonapl@altoonapubliclibrary.org)