Download Audiobooks from the Yolo County Library OverDrive Digital Media Collection onto your iPod



You must have iTunes version 9.0.2 or newer installed; you can download iTunes for free here: <u>http://www.apple.com/itunes/download/</u>

Step 1: Download and Install OverDrive Media Console onto your computer

- 1. Go to the Yolo County Library website at: www.yolocountylibrary.org
- 2. Click on the **Download** link to get to the OverDrive Digital Media Collection.



- 3. Scroll down and click on the **OverDrive Media Console** link under the Digital Software heading towards the bottom of the left-hand navigation menu.
- Select your desktop platform (Windows or Mac) and click on the Download Now button. Choose version:



5. Click on Run.



Step 3: Browse and Checkout Books from OverDrive

- 1. Go to the Yolo County Library website at: <u>www.yolocountylibrary.org</u>
- 2. Click on the **Download** link to get to the OverDrive Digital Media Collection.



- 3. Click on the My Account tab in the upper right corner.
- 4. Type your library card number in the box and click the **Login** button.
- 5. You can now access your account to checkout items and place requests.
- 6. You can search by title, author or keyword or, to access only audiobooks by format and genre, click on the MP3* or WMA links in the left-hand navigation menu. *Only MP3 audiobooks are compatible with Macs. Both formats are compatible with Windows-formatted iPods.
- 7. To check whether the book is compatible with your device, look at the 'Plays on' listing below the format.



- 8. Titles with the 'Add to Cart' option are available; titles with the 'Request on Item' are checked out but can be requested for future use.
- Once you've selected the title you want, click Add to Cart. Items will remain in your cart for 60 minutes only, so complete your checkout before that time runs out. You can have a total of 4 items checked out at one time. Please note: Titles added to your Cart will remain there for 60 minutes before they

are returned to the library's collection. Please be sure to complete your checkout within this timeframe to avoid losing access to these title(s).

Short Stories of Sherlock Holmes Lending period: 21 days			
OverDrive WMA Audiobook	Plays on: 🌉	iPod MP3	<u>remove</u>

Continue Browsing Proceed to Checkout

- 10. Click the **Proceed to Checkout** link when you're ready to checkout.
- 11. At this point you will be able to select your lending period from several options.



Important notes:

- · You may check out a maximum of ${\bf 4}$ titles at one time · You currently have ${\bf 1}$ title(s) checked out
- You will have 2 title(s) remaining after checking out the selected title(s)

Confirm check out

12. You must click on the Confirm Checkout button to complete checkout.

Step 3: Download Audiobooks to Computer

1. Click on the **Download** button underneath the picture of the book to download the audiobook.



- 2. The OverDrive Media Console should open automatically.
- 3. Select the parts that you want to download and then click **OK**.

Download			? 🗙
Title: The We	dnesday Wars		
Select the parts I	o download:		
Part	Status	Size	Duration
✔ Part 1 ✔ Part 2 ✔ Part 3 ✔ Part 4 ✔ Part 5 ✔ Part 6	downloaded not downloaded not downloaded not downloaded not downloaded not downloaded	35,999 KB 34,777 KB 34,364 KB 35,855 KB 35,256 KB 35,236 KB 34,202 KB	76:38 74:03 73:10 76:21 75:02 72:49
	Check All	Uncheck All	
		OK Cancel	Help

Step 4: Transfer Audiobooks to iPod

1. Open iTunes and plug your iPod into your computer with the USB cable. YOLO COUNTY LIBRARY AUGUST 2011 2. Click on your iPod in the source list on the left and make sure 'Manually manage music and videos' is checked.

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3. In the OverDrive Media Console, select the book you'd like to transfer and click **Transfer**.

ኛ OverDrive Media Console		
File View Tools Help		
🕨 Play 引 Transfer 🧔 Burn 😡 Downloa	ad 🗙 Delete 🕕 Properties 📰 • 🦄 • 🔞	
Media Library Transfer My Collections Transfer Ø Group by Creator Group by Subject Ø Group the Groupt Main	The Wednesday Wars Gary D. Schmidt, Author Joel Johnstone, Narrator Format: MP3 Audiobook	Acquired: 7/6/2011 Last played: 7/6/2011 Expires: 7/13/2011 Duration: 7:28:03
Group by Source	Welcome to OverDrive Media Console	Acquired: 7/6/2011 Last played: never
UT STATE	Format: WMA Audiobook	Expires: never Duration: 03:56

4. The OverDrive Media Console Transfer Wizard pop up will appear. Click **Next**.

🏘 OverDrive Media Console Transfer Wizard - Welcome	?	×
Yolo County Library		
Welcome to the OverDrive Media Console Transfer Wizard.		
This wizard will guide you through the steps needed to transfer parts of the set bitle to a portable device and/or the iTunes Library (iTunes is required; press FI more information).	ecte for	d
Title: "The Wednesday Wars" Format: "MP3 Audiobook"		
Please connect your device and select "Next" to continue.		
< Back Next > Cancel He	þ	

- 5. Select which part(s) to transfer to your iPod and click **Next**.
- 6. Follow instructions to change, should you choose, the settings in which your file will be transferred and click **Next**. A pop up will show your progress.
- 7. When complete, click the **Finish** button.
- 8. Disconnect your iPod in the proper manner.
- 9. Enjoy your audiobook!

Step 6: Delete Audiobook

- 1. Plug in your iPod and open iTunes.
- 2. Under the 'Devices' heading on the left-hand side of the screen, click on the small right facing triangle. The triangle will point down and display the option of 'Audio Books' and the window on the right will show the file names of each audio book on your iPod.
- 3. Right click on each title and select **Delete**.
- 4. Remove your device.