



Downloading RHPL Overdrive eAudioBooks to Your Tablet / Smartphone

Installing the OverDrive App

1. Visit <http://omc.overdrive.com/> and click on your device to download the free **OverDrive** app.
2. Open the **OverDrive** app once it has finished installing
3. You will be prompted to sign up for an **Overdrive Account**. Enter your name, email address, and create a password. Then tap **Sign Up** to acknowledge you are over 13 and to complete your account registration.
4. Swipe from left to right to open the **Home Menu**, then tap **Add a Library** and type in your zip code. Select **RHPL** from the list to go to the eBook website. *(If you tap the star next to MetroNet, this site will automatically be saved and you will not have to search for it again.)*
5. You will now be redirected to the **MetroNet mobile website**. At the top right of the screen, **sign in** to your account by selecting RHPL from the drop down list and then entering your library card number. *(Select **Remember me on this device** if you want your card number to be saved for the future)*

Enter your details:

Name

Email address

Email again

Set a password:

Your password must be at least 8 characters.

Password

Email me recommendations, feature announcements and other library news.

By clicking "Sign up," you are confirming that you're 13 or older and agreeing to the [Terms and Conditions](#).

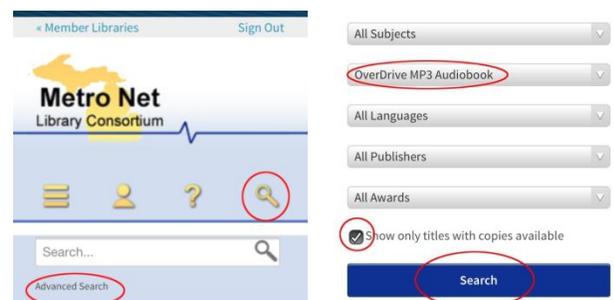
Selecting your Checkout Length

1. Once you are logged, tap the **Person icon** at the top center of the screen and then tap **Settings** near the bottom of the screen.
2. eAudiobooks check out for 7, 10, 14, or 21 days. Select your checkout length and tap **Done**.



Finding a book

1. While you are logged, tap the **Magnifying Glass icon** at the top right of the screen and then tap **Advanced Search** just below the search box that appears.
2. Type in the title or author.
3. Change the format to **OverDrive MP3 Audiobook**. If you would like to find a book that is checked in right now, tap the box next to **Show only titles with copies available**.

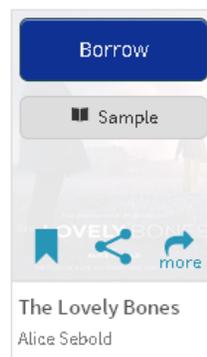


Checking out an eAudioBook

1. Look through the book covers that appear. Once you have found a book that you would like to check out, tap on the book cover and then tap the **Borrow** button.



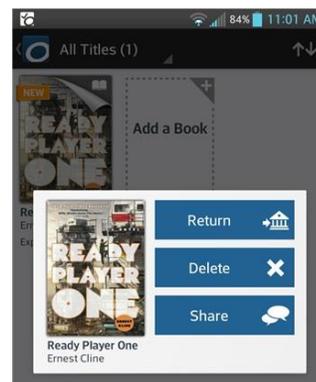
Note: If the book is not available, you will see a gray headphone icon in the top right.



2. Tap on the **Download** button next to the book you have selected. Select **OverDrive MP3 Audiobook**. Then tap **Confirm & Download**. Your eAudiobook will download automatically. When finished, tap on the **Menu** button in the top left of the screen and then tap on **Bookshelf**. The book will appear in the OverDrive app with an icon indicating how many days remain in the checkout period.
3. Tap the book to begin listening.

Returning eBooks Early

1. To return a book early, open up the OverDrive app. In the **Book Shelf** view, find the book you would like to return.
2. Tap on the book cover. Then tap **Return** or **Delete**. **Return** will clear the title from your account while **Delete** will only remove the title from your device.



Facts about borrowing OverDrive eAudioBooks

1. eAudioBooks may be loaned for either a 7, 10, 14, or 21 day period.
2. Your books will automatically be returned once the 7, 10, 14, or 21 day period is up. You will never be charged a late fee!
3. You can take out up to 10 books at a time. You can return a book early, if you wish, and your account will be cleared in a matter of minutes.
4. Books may be renewed if no one else has a hold on the book.
5. OverDrive eBooks work just like a regular library book. Only one person can check out a library copy at a time. You can put a hold on a book if you'd like, and you will be notified when it becomes available. You will have 72 hours to claim it; otherwise it goes to the next person on the list.

If you have any questions or need additional assistance with this process, please call us at 248-650-7130 or fill out our [Support Request Form](#) online.