

Annapolis Valley Regional Library – Downloadable eBooks & Audiobooks on the Windows Surface Tablet

You can download eBooks and mp3 audiobooks directly to your Windows Surface tablet.

Visit our site: digitalmedia.library.ns.ca

Downloading the App

1. Using your device, tap on the help icon on the digitalmedia.library.ns.ca site.
2. Choose **Applications** - then the **OverDrive** icon under Software Downloads.
3. Tap on the link to Windows 8 (not desktop version), then on the Windows Store icon.
4. Tap the Install button.
5. The screen (in the upper right corner) will indicate that the app is installing.
6. When complete, go to the apps screen.



Using the OverDrive Media Console App

To begin using the app and configure it to connect to our mobile OverDrive site – digitalmedia.library.ns.ca

1. Open the app on your device. **Sign up** for an OverDrive account – it is simply your name, email address and a password of your choice.
2. Tap **Add a Library**, search for Annapolis
3. Tap the entry for **Annapolis Valley Regional Library**.
4. Tap **Nova Scotia Public Libraries** to visit the mobile site and begin searching.
5. **Sign In** (upper right corner) using your library card and PIN.
6. Browse or Search for titles you are interested in downloading.
7. When you have found a title you want, tap the cover and select **Borrow**. (If the title is already checked out by someone else, you may request it by selecting **Place a Hold**.)
8. Tap the **Download** button
9. Choose Go to bookshelf when given the option.

Navigating With the App

With the book on the screen, tap in the center of the screen. The navigation appears along the top and bottom of the screen.

In the top left tap on the arrow, this will take you back to the OverDrive bookshelf. From here tap the icon in the top right corner to see the settings for the app.

Your Account and Holds

1. At the Bookshelf screen in the App, tap on Nova Scotia Public Libraries
2. Click on the Account image, if you need to login - choose Annapolis Valley Regional Library as your library.
3. Click on the Account icon and then Holds.

Returning Books

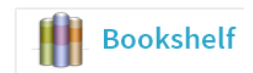
eBooks and audiobooks expire on their due date and are automatically returned, but you can return them prior to that date.

This allows someone else to enjoy the book when you are finished.

Open the app, in its bookshelf you will see your books. Hold your finger on the title you wish to return and slide it toward the top of the screen until menu options appear at the bottom of the screen.

Tap the **Return/Delete** option, then **Delete and return**.

- Books can be borrowed for 7, 14 or 21 days, the default is 14 days, but can be changed in the settings of your account
- You may suspend holds in order to stagger their arrival
- eBooks and audiobooks can be renewed if there is no one waiting for the title – watch for on screen instructions
- A limit of 10 items total can be out to you at one time



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