Using OverDrive on Your Computer

1. Go to https://yln.overdrive.com/ on your desktop or laptop computer.
2. Click the blue "Sign in" button near the top right of the screen.
3. Select "Prescott Public Library" or your library from the drop down menu.
4. Type in your library barcode number and PIN.
5. Click "Sign in."

Search

1. Click the word "Search" or the icon of the magnifying glass located near the top right of the screen.
2. A search bar will open immediately below the icon you just clicked
3. Type in an author, title, or keyword.
4. Click on the desired search term from the automatic list that will appear as you type OR hit your "enter" key when you have finished typing what you want to search for.
5. Click on a book cover to see more details.

Browse

1. Near the top of the screen on the left, you will see:
   a. **Subjects**: Click this one to browse books by subject (i.e. Fiction, Thriller, Historical Fiction, Biography, etc.)
   b. **Collections**: Click this to view collections like new, popular, and available now, as well as view curated collections based on a theme. Click "See all" under "eBooks" or "Audiobooks" to view all collections in that format.
      i. When viewing a list of collections, click the collection title or "See All" to view all titles in that collection
   c. **Kindle Books**: View all eBooks available in Kindle Format
   d. **Kids**: Click this to change to the OverDrive Kids view. This will only show books for kids and young adults.

Checking Out a Title

1. Click on a book cover to see more details or click "Borrow" if you're ready to check out now.
2. If you are in detail view, click the blue "Borrow" button.
3. A window will pop up. Click the number in the box next to "Borrow for" to change your loan period. You can choose 7, 14, or 21 days.
4. Click the blue "Borrow" button.
5. A new window will pop up to select your reading options.
   a. **Read Now with Kindle**: choose this option if you would like to send the book to your Kindle. You'll be taken to Amazon's website to finish getting the book. Sign in to the Amazon account connected with your Kindle. Tap "Get library book," and choose a device to deliver the title to. Your book will be delivered to your Kindle library automatically the next time the Kindle connects to Wi-Fi and syncs.

  b. **Read Now in Browser**: choose this option to read the book in your internet browser. This will not download to your computer.

  c. **Download ePub book**: choose this option to download the book to your computer or if you want to manually transfer it to an eReader like a Nook, Kobo, etc. You will need to install OverDrive for Windows. (see instructions below for this)

6. You can view all of your checked-out titles by clicking on the 📚 icon near the top right of the page and going to "Loans."

7. If you want to read in your browser, you will need to go to your loans and click the blue "Read now in browser" button under the title each time you revisit the book.

Placing a Hold

1. Click on a book cover to see more details or click "Place a Hold"

2. If you are in detail view, beneath the star rating, you can see how many copies of that title are in the system. Click the ❓ icon next to this to view more information about how many people are waiting and an approximate wait time.

3. Click the blue "Place Hold" button.

4. If you have never entered your email address, you will be prompted to do so. This will be how you are notified when your hold becomes available.

5. You can view and manage all of your holds by clicking on the 📚 icon near the top of the page to the left of "My Account" and selecting "Holds" from the menu on the left.

FAQs

Can I return a title early?

Yes! Click the 📚 icon and go to "loans". Click on the ⇥ Return icon under the title you would like to return.

Why do I need to place a title on hold?

Just like print books, eBooks can only be checked out to one person at a time.

How can I keep track of what I've read and want to read?

OverDrive will keep track of your reading history. Click the 📚 icon and go to "history". A list of all the titles you've read will appear in chronological order of loan date. You can also sort alphabetically by title or author. To change the list order, click the "Sorted by date added to list" button located to the right above results. Click the three vertical dots next to the loan date of a title to bring up a menu that allows you to remove the title from your history and see related titles you might be interested in.

OverDrive allows you to create a wish-list of titles you'd like to read. Search for a title or browse. When you find a book you are interested in, click the 🔖 icon to add it to your wish list. Click the 📚 icon and go to "wish list" to view titles you have flagged.

How do I get OverDrive for Windows?

With OverDrive for Windows (desktop), you can download and listen to audiobooks on your computer, transfer them to MP3 players (including iPods), and burn them to CDs.
Note: If you're using Windows 10, you can also install the new Libby app. If you're on Windows 8 or newer, you can install OverDrive for Windows 8/10.

1. Go to Go to app.overdrive.com.
2. Click Download for Windows Desktop.
3. Run or Open the MSI file to start the setup wizard.
4. When the setup wizard opens, follow the prompts to install OverDrive for Windows (desktop).

Check out a Book from a Reciprocal Lending Library

Yavapai Library Network patrons now can now browse participating Arizona library systems and check out available books from their Libby collections. *Note: users cannot place holds on unavailable items from these libraries.

1. On the top of the screen, near the right, click "Partner Libraries." This will open a drop-down menu listing the libraries you can borrow from. Current reciprocal libraries are:
   a. Apache County Library District
   b. Cochise County Library District
   c. Flagstaff City – Coconino County Public Library
   d. Little Libraries That Could
   e. Pima County Library
   f. Southwest Valley Library Consortium
   g. Tempe Public Library
   h. Yuma County Library District
2. Select a library.
3. Click the blue "Sign in" button.
4. Click on the drop down menu for "Select your library" and choose "Prescott Public Library" or your home library
5. Enter your library card number and PIN then click "Sign In."
6. You are now free to check out books from that library system.

   *Note: Titles on loan from reciprocal libraries will only appear in your bookshelf on that library's OverDrive page in your browser. You will need to toggle between libraries to see all of your reciprocal loans.

Questions or problems?

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Call the Ask a Librarian desk at 928.777.1526 or email ask.librarian@prescott-az.gov.