



How to Check Out Bridges eBooks for OverDrive

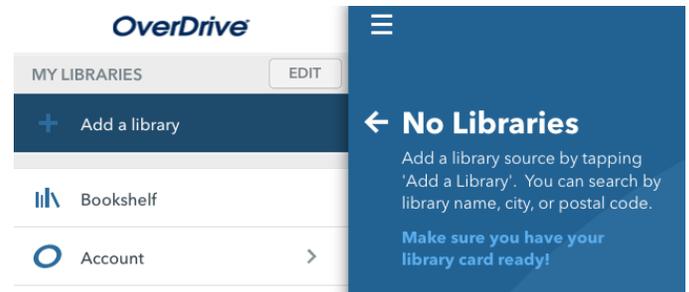


For assistance, contact the Keokuk Public Library at 319-524-1483 or by email at agates@keokuk.lib.ia.us

First, you will need to download the OverDrive app from the appstore. You may be prompted to sign up for (or sign in with) an OverDrive account. If you choose to sign in, this will allow you to sync your content across devices. The OverDrive sign in information is not the same as your library card/Bridges sign in information. Next, you will be prompted to sign in with (or sign up for) an Adobe ID. Once you have completed the sign up process for OverDrive and Adobe ID, you may need to log in to your email to verify your account(s).

****Please note, the sign up process for OverDrive and Adobe ID will only need to be completed the first time you use OverDrive and your Adobe ID.****

After signing in, bring up the OverDrive app. Click on the *menu* button, then click *Add a library*. Search for, then click on *Keokuk Public Library* then click the star next to *Bridges*. This will add the Bridges system to your library in OverDrive so it can be easily accessed.

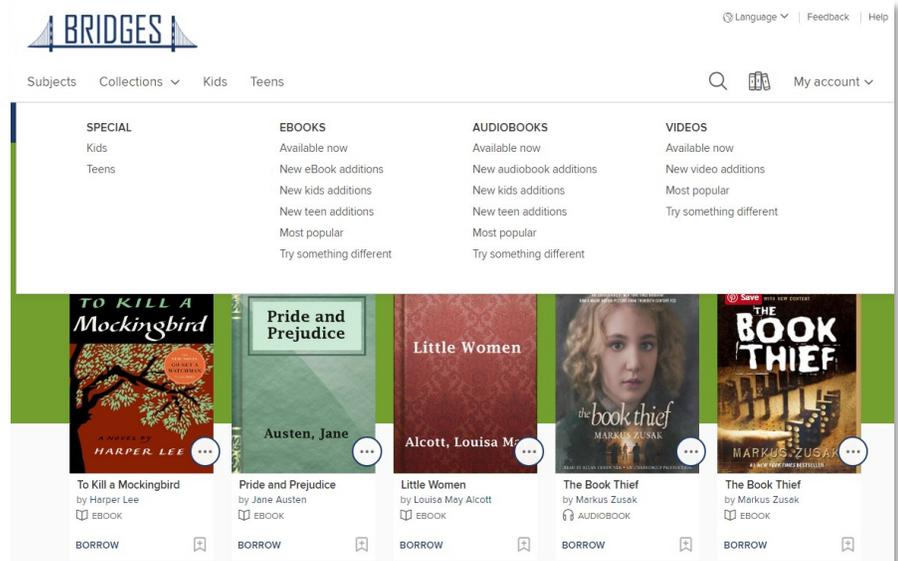


After adding the Bridges library to your OverDrive app, click on *Bridges* to go to the website. You can also visit the Bridges website at bridges.lib.overdrive.com. Click *Sign In*. You will be asked to *choose your library's name* and then enter your *library card number* (all numbers together, without spaces) and your *PIN*. You may be given the option to save this information on your device.

(Contact the library if you do not recall your PIN or if you need to create a new PIN.)

Several collections are available through the drop down menu at the top of the screen (or under the menu icon). You can also click on magnifying glass icon at the top of the page to narrow your search results by desired title, author, subject, or by format.

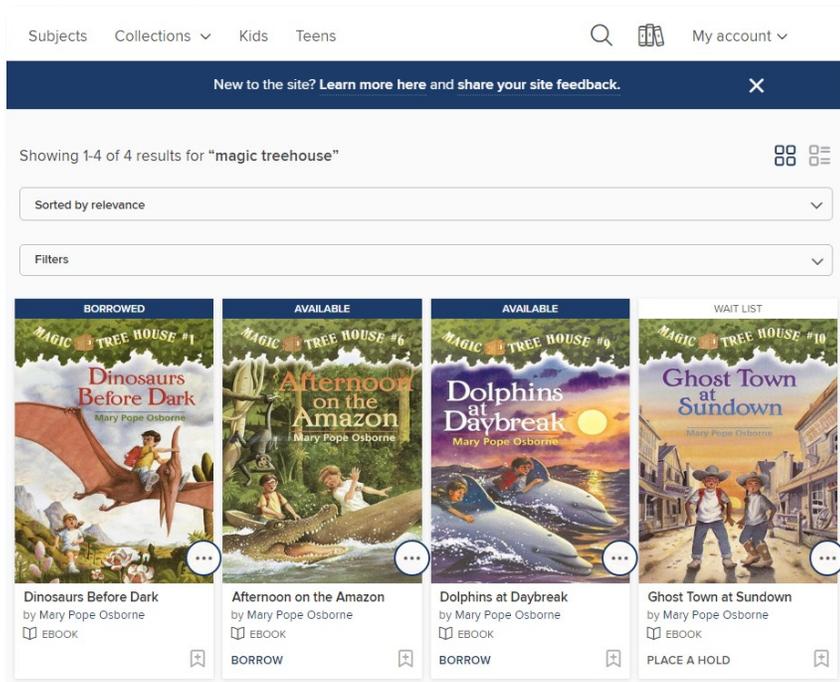
The book icons at the top will show the Bridges items you currently have out. Clicking on *My Account* will show your bookshelf, including items currently checked out with their due date(s), holds, lists, and links to personal settings.



As you browse the titles and categories, the top of a title will indicate the availability of an item. Below the title, you will see the type of content, either ebook or audio.

If a title you would like is unavailable, you can place a hold on it or add it to your wish list. Click *Place A Hold* under the book cover. If Bridges has stored your email address for holds, you will receive a *Success!* message after placing the hold. If you do not have an email address stored, you will be prompted to add one.

When you see a title that you would like to check out, click *Borrow*. You will then see details at the top of the screen about the loan period. To download the book, click *Loans* in the drop down by *My Account*.



To begin downloading the book, click *Choose a Format* next to the title.

Click EPUB eBook.

You will be given the option to "Add to App" or "Read Now." Clicking "Add to App" will download the title to the app's bookshelf.



Next, you may be prompted for your *Adobe ID*.

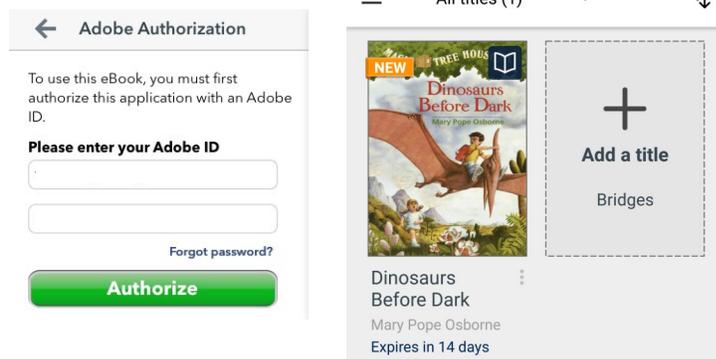
Log in to your account and click the green *Authorize* button.

(You can also sign up for an Adobe ID if you do not have one yet.)

Click on the *Menu* icon (three lines at the top of the screen) to return to the Bridges app.

Your book will download and appear on the bookshelf.

Click the cover of the book to begin reading.



To return a book, bring up your bookshelf. Tap and hold on the cover of the book you wish to return. Tap *Return*.

You will be asked if you are sure you wish to return the title. Tap *Yes* to complete the return process. This will also remove the title from your Bridges account.

If a title is not intentionally returned, it will expire on the given date (shown in the Bridges bookshelf) and will return automatically.

