

GET THE MOST OUT OF YOUR BeAT LIBRARY

WHAT DO I NEED TO GET STARTED?

- ▶ Computer (Windows or Mac), iPad, or Smartphone: Android, Blackberry, iPhone, Windows Mobile.
- ▶ Portable devices for transfer: iPod, iPhone, iPad, mp3 player, Sony eReader, Nook. etc.
- ▶ Library card.
- ▶ Free software.
- ▶ Internet connection.

WHAT CAN I DO WITH THE TITLES AVAILABLE AT BeAT?

For Windows & Mac:

- ▶ **Download** and **listen** on the computer.
- ▶ **Transfer** audiobooks to a compatible device. You can check device compatibility at OverDrive's Device Resource Center at <http://www.overdrive.com/resources/drc/>
- ▶ **Burn** many audio titles to CD.
- ▶ **Download** and **read** eBooks.
- ▶ **Transfer** EPUB eBooks to a compatible eBook reader. You can check device compatibility at OverDrive's Device Resource Center at <http://www.overdrive.com/resources/drc/>

For Smartphones:

- ▶ **Download** and **listen** on the device.

WILL I NEED TO DO ANY SPECIAL PREPARATION WITH MY DEVICE?

For Apple devices (iPod, iPhone, iPad):

- ▶ iTunes software v9.1 or higher must be installed on the computer from which you will transfer.
- ▶ Your Apple device must be set to manually manage your files.
- ▶ Links to the iTunes software download can be found on the OverDrive Media console home page in the right hand column below the download button <http://www.overdrive.com/software/omc/>

For Zune devices:

- ▶ Zune application software v3.0 or newer must be installed on the computer from which you will transfer.
- ▶ Your Zune device must have Zune device firmware v3.0 or newer installed.
- ▶ Links to the Zune application download can be found on the OverDrive Media console home page in the right hand column below the download button <http://www.overdrive.com/software/omc/>

For Sony eReader:

- ▶ Sony Reader library software must be installed on the computer from which you will transfer.

For other audio or eReader devices:

- ▶ Additional information regarding device requirements and compatibility can be found at the Overdrive resource center <http://www.overdrive.com/resources/drc/>

GETTING THE FREE SOFTWARE TO ACCESS BeAT TITLES

Go to www.ramseylibrary.org.

- ▶ Click on the BeAT logo

To borrow and download audio titles (using computer):

- ▶ At BeAT home page, locate the link for the OverDrive Media Console software on the lower left hand column.
- ▶ Select OverDrive Media Console by clicking on the link. This will open the OverDrive Media Console home page. Select your device type.
- ▶ View the installation instructions by clicking on the link below the download button.
- ▶ Click the Download Now button and follow the prompts for downloading to your computer.

- ▶ For WMA titles on Windows computers you will also need to have Windows Media player installed. (WMA titles are not compatible with Mac computers but may be transferred to Apple devices via Windows computers)

To borrow and download audio titles (using a mobile device):

- ▶ At BeAT home page, locate the link for the OverDrive Media Console software on the lower left hand column.
- ▶ Select OverDrive Media Console by clicking on the link. This will open the OverDrive Media Console home page. Select your device type. Some devices may have more than one option to select.
- ▶ View the installation instructions by clicking on the link below the download button.
- ▶ Click the Download Now button and follow the prompts for downloading to your computer.

To borrow and download ebook titles (using computer):

- ▶ At BeAT home page, locate the link for the Adobe Digital editions software on the lower left hand column.
- ▶ At Adobe Digital editions page, click the link to view installation instructions for either Windows or Mac.
- ▶ Click Get Adobe Digital Editions button and follow download prompts from Adobe home page.
- ▶ Activate your computer following the instructions on the Adobe Digital Editions download.

BROWSE, CHECKOUT AND DOWNLOAD AUDIOBOOKS

- ▶ **Browse** the collection using the banners on the home page or by using the search function in the left hand column. The highlighted icons under the selected title will let you know if it is compatible with your device.
- ▶ Click on add to cart. Proceed to checkout.
- ▶ Choose **checkout** time: 7,14,21 days.
- ▶ Note: For audio titles, the item will stay on your computer for 7, 14 or 21 days. HOWEVER if you transfer it to an audio device, it stays on your device until you remove it. If you are loading it on a portable device than you will only need a 7 day check out time. Once the title has expired, it will no longer play on your computer after the check in date but OverDrive will prompt you to remove it.
- ▶ Your checked out title will give you the option to download immediately or you may elect to download later. Checked out titles that you are available to download will appear in the *My Bookshelf* section of *Your Account*.
- ▶ Click **Download** button in the title. Follow the prompts to Open the file and then click *ok* to save to the default location in your computer.
- ▶ If you are prompted that your Windows media player requires the security upgrade, go to Tools on the OverDrive menu and select Media Player security update. Allow the update to load and play on your Windows Media player. Once completed, close the Windows Media player program.
- ▶ You may select to download the entire book or selected parts. Once you have selected the parts click okay to download.
- ▶ Once the title has downloaded to OverDrive media console, you may transfer it to your device. To **Transfer** to your device, connect your device to the computer, select Transfer from the OverDrive Media console and follow the prompts

BROWSE, CHECKOUT AND DOWNLOAD EBOOKS

- ▶ Follow instructions as above for audiobooks regarding selection and checkout.
- ▶ To **Download**, click on download button and title will download to Adobe Digital Editions.
- ▶ To **Transfer**, connect your device and drag and drop the title into your authorized device.

HELP

- ▶ Visit the Help page by selecting NEW USER/DIGITAL HELP – FAQ from the left column menu on the home page.
- ▶ Select and view the Quick Start Guide from the left column menu on the home page
- ▶ Call or visit the Ramsey Library for personal staff assistance.