

How to download Library eBooks to a Kindle



How borrowing Library eBooks works:

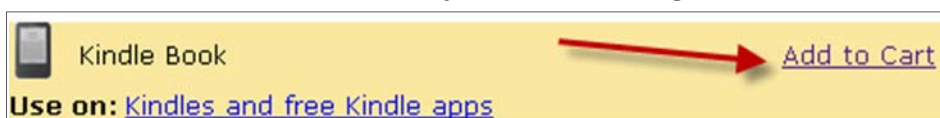
- eBooks circulate like any other library materials. The Library owns a copy of each title.
- If a title is checked out, it will say '**Request this Item**'. You can place a request on it and be notified by email when the title is available to be checked out and downloaded.
- If a title is available it will say '**Add to Cart**'. You can check out these titles right away.
- You have a choice to check out an eBook for either 14 or 21 days. eBooks automatically expire after the lending period is complete.
- If you prefer, you can return eBooks earlier than the due date.
- You may have **5** downloadable books (eBooks and audio books) checked out at a time, and **5** requests pending at a time.

How to download a title for use with your Kindle

1. Sign into your Amazon.com account.
2. In another tab, go to the Bellingham Public Library website www.bellinghampubliclibrary.org and click on 'Download Audiobooks & eBooks' under 'Collections @ Your Library', or go to anytime.lib.overdrive.com
3. Log into your account on Anytime Library with your library barcode number (on the back of your library card) and PIN (usually the last 4 digits of your phone number).
4. Browse or search for a Kindle eBook title you want to borrow. A quick way to find available Kindle copies is to click on 'Advanced search', which is located under the Quick Search box on the left side of the screen.
5. Choose the format drop-down menu and click on 'Kindle Book'. Then check the box for 'Only show titles with copies available' and click Search.

A screenshot of a search filter interface. It includes several dropdown menus: "Format:" set to "Kindle Book", "Publisher:" set to "All publishers", "Subject:" set to "All subjects", "Awards:" set to "All awards", "Date added to site:" set to a blank dropdown, "Results per page:" set to "10", and "Order by:" set to "Title". Below these is a checked checkbox labeled "Only show titles with copies available" and a "Search" button. Two red arrows point to the "Format:" dropdown and the checkbox.

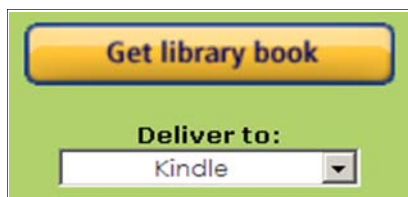
6. Browse the list and find something that is available for checkout.
7. Click the 'Add to Cart' button for the title you want, making sure to click on the Kindle Book copy.



8. Click 'Proceed to Checkout'.
9. Adjust the lending period, if needed, and click 'Confirm Checkout'.



10. Click the 'Get for Kindle' button. Since you are already signed into your Amazon account, clicking on this button takes you directly there. If you are not already signed into your Amazon.com account, you will be prompted to do so.
 - If you are prompted to sign in to your Amazon.com account, go to 'Manage your Kindle' to finish the checkout process
11. Select a Kindle device, or Kindle reading app by clicking on the drop-down arrow under 'Deliver to:'.



12. Click the 'Get Library Book' button. A confirmation screen will appear. If an active Wi-Fi connection is available on your Kindle, go to **Menu>Sync &Check for items**. The eBook will then download to your Kindle (this may take a minute or two).
13. If your device is not Wi-Fi capable or you can not establish an active Wi-Fi connection, you can transfer the eBook title to your Kindle via your USB cord.
 - Plug your Kindle into your computer via the USB cord.
 - On the Amazon.com confirmation screen, click 'Download now'.
 - After the file downloads, copy the downloaded file from your computer to your Kindle's document folder.

How to return an item early

1. Log into your Amazon.com account and go to the section 'Manage your Kindle'.
2. Click the drop down box 'Actions' at the end of the title you want to return. Choose 'Return this book'.

What to do when your eBook expires

1. When your license to view an eBook expires, you will no longer be able to read the title. However, the data about the eBook will remain on your Kindle until you delete it.
2. To delete the eBook from your Kindle, underline the title and use the left button on the 5 way controller.
3. Click 'Remove from device' to delete the title.
4. To delete the title out of your Amazon.com account, sign in and go to the section 'Manage your Kindle'.
5. Click the drop down box 'Actions' at the end of the title you want to delete. Choose 'Delete from Library'.