



## Downloadables: OverDrive - Web Browser

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### Learning Objectives:

- Sign up and sign in to the Library's OverDrive website.
- Change settings.
- Search for items
- Borrow and place holds on items.
- Return books



### Requirements:

- Buffalo and Erie County Public Library Card.
- Email address.

*Revised 3-11-22*

*To see a list of upcoming technology classes go to:  
[www.buffalolib.org/whats-happening/makerspace-technology](http://www.buffalolib.org/whats-happening/makerspace-technology) and click on  
"Upcoming Classes + Events" or call (716) 858-8900*



(716) 858-8900  
[www.BuffaloLib.org](http://www.BuffaloLib.org)



## Sign Up and Sign In

Open your favorite **web browser**. Popular ones include:

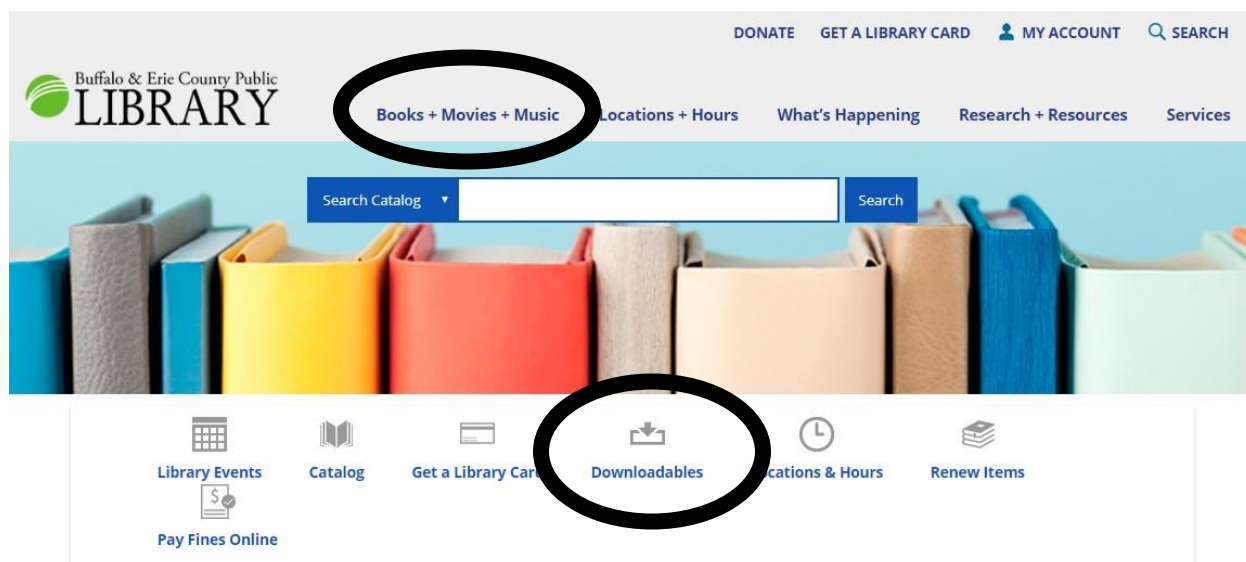
- Google Chrome.
- Microsoft Edge.
- Firefox.
- Opera.
- Safari.



In the web address bar (typically the top of the web browser) type the following website and press **Enter** on your keyboard:

**[www.buffalolib.org](http://www.buffalolib.org)**

Click on either **Books + Movies + Music** or **Downloadables**.



## Clicking on **Books + Movies + Music**:

Books + Movies + Music



### CATALOG

- [Find a Book, Movie or Music](#)
- [New and Coming Soon](#)
- [Staff Picks](#)
- [Suggest a Purchase](#)
- [Interlibrary Loan](#)
- [Gaming Unplugged](#)

### BOOKS + READING

- [BABEL Series](#)
- [Book Clubs](#)
- [Book Club in a Bag](#)
- [Bistro Bookers](#)
- [Get Graphic](#)
- [Next Chapter Community Book Club](#)
- [Online Reading Contests](#)
- [Summer Reading Lists](#)

### DOWNLOADS & MUSIC STREAMING

- [Audiobooks & eBooks](#)

**Music** - Access to Freegal Music has ended. New online service options are currently under review.

- [Download Instructions](#)

## Clicking on **Downloadables**:

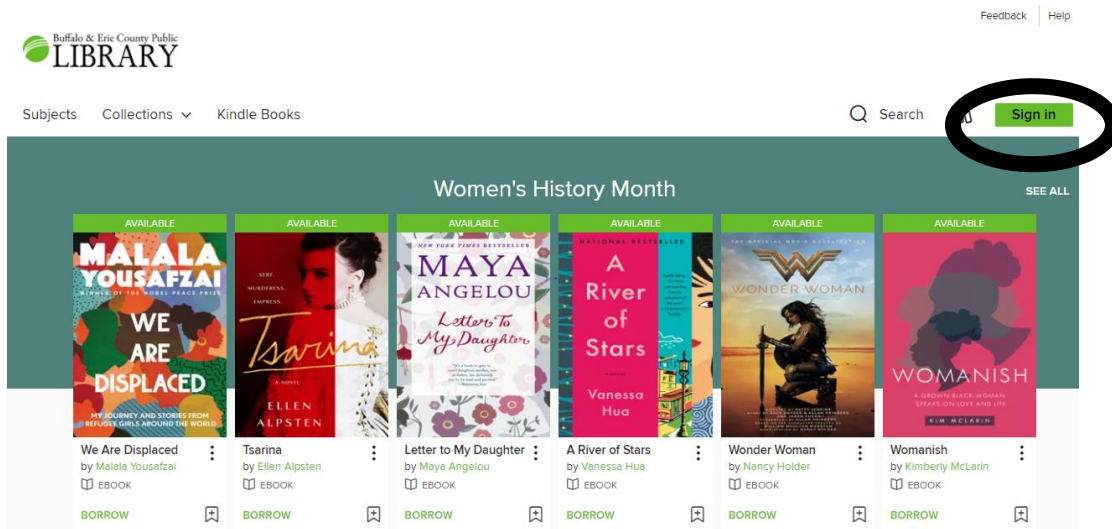
Once you go to either page, click on the circled link (see above) and you will be taken to the Library's OverDrive page!

[Books + Movies + Music >](#)

## DOWNLOADS & MUSIC STREAMING

- [eBooks & eAudioBooks: Borrow up to 20 at a time](#)
- **Music** - Access to Freegal Music has ended. New online service options are currently under review.
- [Download Instructions](#)

Click **Sign in** in the upper right.



The screenshot shows the library's sign-in page. At the top is the Buffalo & Erie County Public Library logo. Below it, the text 'Welcome!' is displayed in a large, bold font, followed by 'Please sign in.' in a smaller font. There is a light gray input field labeled 'Card Number' and a green 'Sign in' button below it.

Enter your library card number

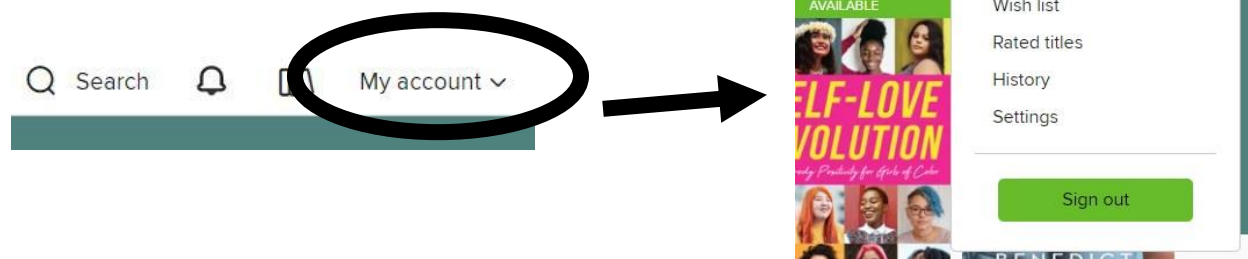
**\* Warning \***

*If your card number begins with the letter A, DO NOT enter the A.*

If this is your first time signing in to OverDrive, a pop-up will appear asking you to confirm some information.

## My Account

Click **My account** in the upper right. This contains links to important features such as:



- Loans (where your checked out items are located):
- Holds (items you are waiting on).
- Wish list (items you are keeping an eye on).
- Rated titles (titles you've given ratings too).
- History (what you've checked out in the past).
- Settings (where you can change how your account functions).

### Settings

**GENERAL**

**Lending periods**  
Set your default lending period for each format.

Ebook: 7 days 14 days

Audiobook: 7 days 14 days

Video: 3 days 9 days 7 days

Magazine: 7 days 14 days

Certain titles may have lending periods that can't be changed.

☒ **History**  
Displaying your history from October 4, 2017. [Learn More](#)

**CONTENT PREFERENCES**

**Audience(s)**  
Choose the types of content you'd like to see while browsing and searching the collection.

All audiences Juvenile Young adult General adult Mature adult

☐ **Kindle preference**  
Only show the Kindle Book option for borrowed ebooks.

**DISPLAY OPTIONS**

☐ **High contrast**  
Turn on high-contrast mode for this website.

☐ **Dyslexic font**  
Turn on dyslexic font for this website.

## "Settings"

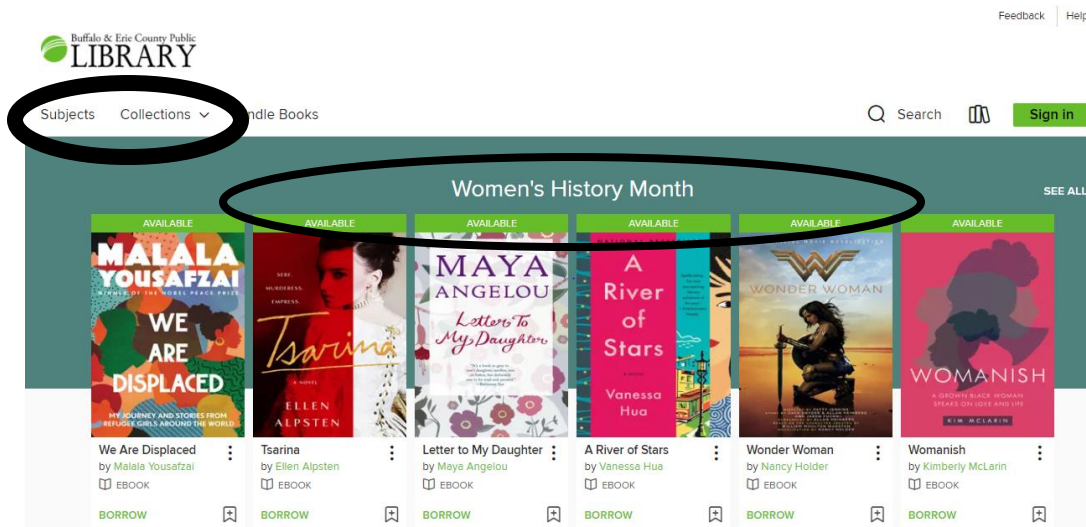
Things you can change in this area:

- Lending periods for items.
- Turning your History tracker on and off.
- Setting audience age preferences to filter material for a specific group.
- Do you only want to see items available for Kindle devices?
- Turn high contrast and dyslexic font features on and off.

## Search for Items

The main page has several pre-made list options for you to view before even conducting a normal search. These include:

- Subjects.
- Collections.
- Seasonal or custom made lists that appear directly on screen (see “Inspiring Stories to Start the New Year” below for an example).



## “Collections”

### EBOOKS

Newly Added eBooks

Most Popular eBooks

Heard about on All Booked Up

Inspiring Stories to Start the New Year

[See all >](#)

### AUDIOBOOKS

Newly Added Audiobooks

Most Popular Audiobooks

Always Available Audiobooks

Can't-Miss Audiobooks

[See all >](#)

### VIDEOS

Newly Added Videos

Most Popular Videos

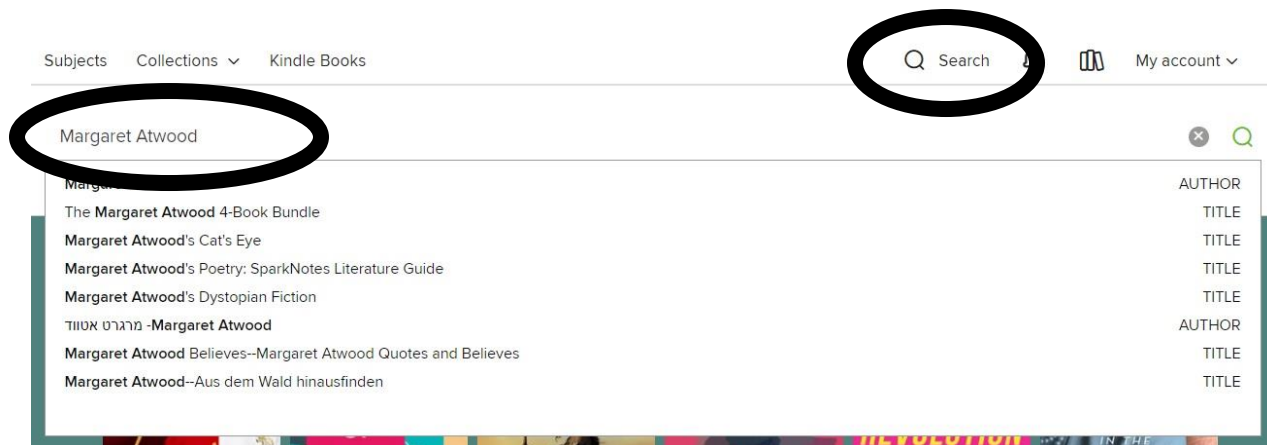
[See all >](#)

## “Subjects”

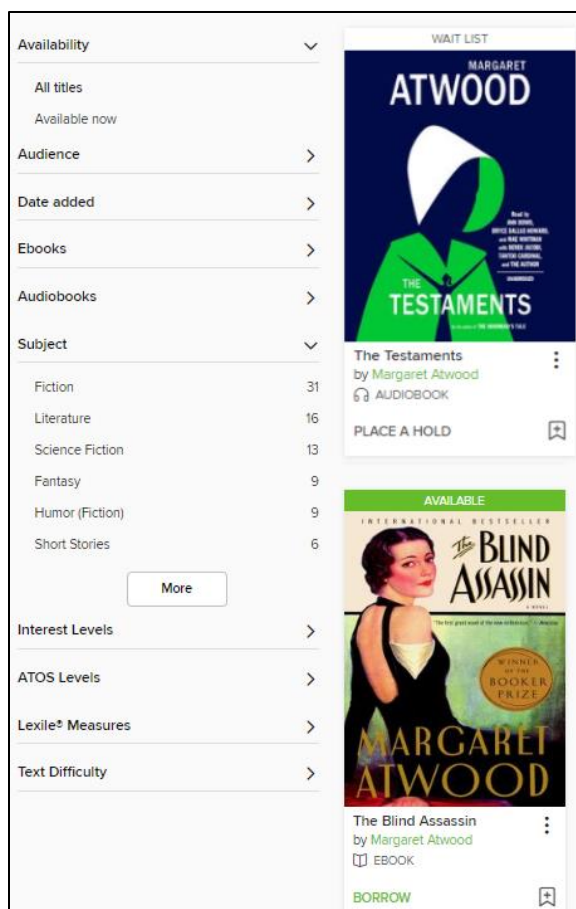
Browse subjects				
ALL FORMATS EBOOKS AUDIOBOOKS VIDEOS				
See all 49,891 titles >				
Fiction				
555	African American Fiction	3	Folklore	6,826
749	Christian Fiction	5,565	Historical Fiction	109
579	Classic Literature	1	History	1
58	Comic and Graphic Books	431	Horror	6
100	Drama	1,260	Humor (Fiction)	2
326	Erotic Literature	2	Inspirational	96
4	Essays	7	Juvenile Literature	1
2	Family & Relationships	35	Literary Anthologies	10,614
3,017	Fantasy	1	Literary Criticism	1,217
29,682	Fiction	8,853	Literature	69
			Mystery	778
			Mythology	4,992
			Nature	6,691
			Non-English Fiction	4
			Performing Arts	33
			Poetry	608
			Reference	7
			Romance	
			Science Fiction	
			Science Fiction & Fantasy	
			Short Stories	
			Suspense	
			Thriller	
			Travel Literature	
			Urban Fiction	
			Western	
			Young Adult Literature	
Nonfiction				
90	African American Nonfiction	142	Finance	9
1	Analysis	52	Foreign Language Study	112
2	Antiques	1	Chinese Foreign Language Study	79
			Judaica	1,206
			Language Arts	3
			Law	7
			Politics	
			Professional	
			Psychiatry	

## “Search Example” (Margaret Atwood)

Click on the **Search magnifying glass** next to **My account** to begin a general search.  
An “Advanced” button also appears where you initially add filters to your search.







Filters appear on the left side to help make your search more specific.

- **WAIT LIST** > All copies are checked out.
- **PLACE A HOLD** > Go on a wait list.
- **AVAILABLE** > Item can be checked out.
- **BORROW** > Begin checkout process.

Below item titles is also the specific format for the item. Is it an eBook or an audiobook?

- Headphones = Audiobook.
- Open book = eBook.
- 

Clicking on the item cover will also bring up similar features as the search results page such as the **Borrow or Place a Hold buttons** as well as more details on the item, reviews, number of copies available, wait time, and adding to a wish list.

**The Testaments**  
A Novel  
by Margaret Atwood  
EBOOK

★★★★☆

0 of 2 copies available Wait time: About 7 weeks

**PLACE A HOLD** **READ A SAMPLE**

ADD TO WISH LIST ADD TO HISTORY

Description Details Reviews

**NEW YORK TIMES BESTSELLER • WINNER OF THE BOOKER PRIZE •** A modern masterpiece that "reminds us of the power of truth in the face of evil" (*People*)—and can be read on its own or as a sequel to Margaret Atwood's classic, *The Handmaid's Tale*.

**FORMATS**  
Kindle Book  
OverDrive Read  
EPUB ebook

**SUBJECTS**  
FANTASY FICTION  
LITERATURE  
SCIENCE FICTION

**LANGUAGES**  
English

**LEVELS**  
ATOS Level: 5.9  
Lexile® Measure: 790  
Interest Level: 9-12(UG)  
Text Difficulty: 3-4



## Borrowing

1. Click **BORROW** near the item you want.
2. Select your borrowing time.
3. Click **BORROW** again.
4. Reading options:
  - a. Read now with the Kindle.
  - b. Read or listen in your web browser.
  - c. Download EPUB ebook for offline ebook access (this requires Adobe Digital Editions installed on your computer).



**\* Warning \***

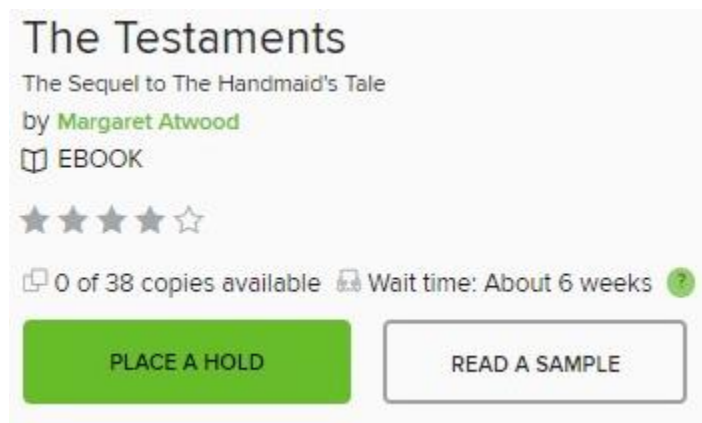
**Option C does NOT work on mobile devices. You must either do Options A or B OR download the Libby app.**

**To listen to audiobooks, you can only use option A OR download the Libby app.**

## Placing a Hold

**\* Warning \***

**Holds expire after 72 hours.**

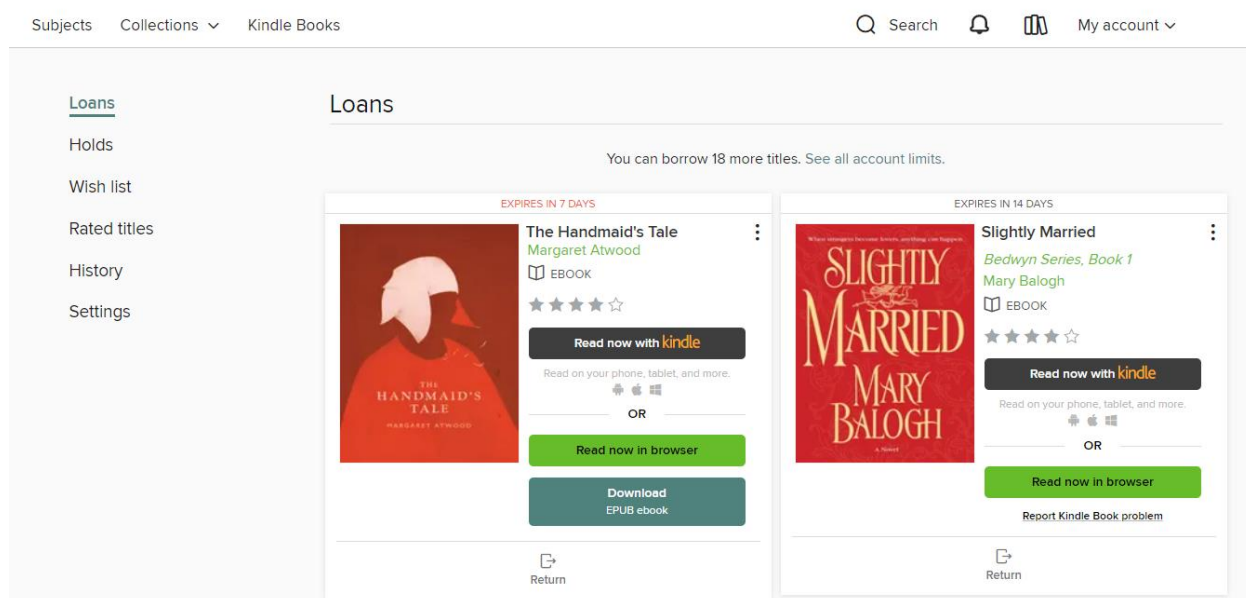


1. Click **PLACE A HOLD** near the item that you want to go on a waiting list for.
2. When item is available for checkout, you will either be notified via email if you set that up.

You can also suspend the hold by selecting “deliver later.” This option passes the book to the next person in line while maintaining the user’s place on the wait list. After the suspension period (set by the user), the user will be able to borrow the book when the next copy is available.

## Bookshelf

Click on the **books icon** in the upper right next to **My account** to access your bookshelf where your borrowed items will be located. You can also access the same features as My account on the left side of your shelf.



### “Loans”

To read or listen to your items, click on:

- Read now with the Kindle.
- Read or listen in your web browser.
- Download EPUB ebook for offline ebook access (this requires Adobe Digital Editions installed on your computer).

**\* Warning \***

**Option C does NOT work on mobile devices. You must either do Options A or B OR download the Libby app.**

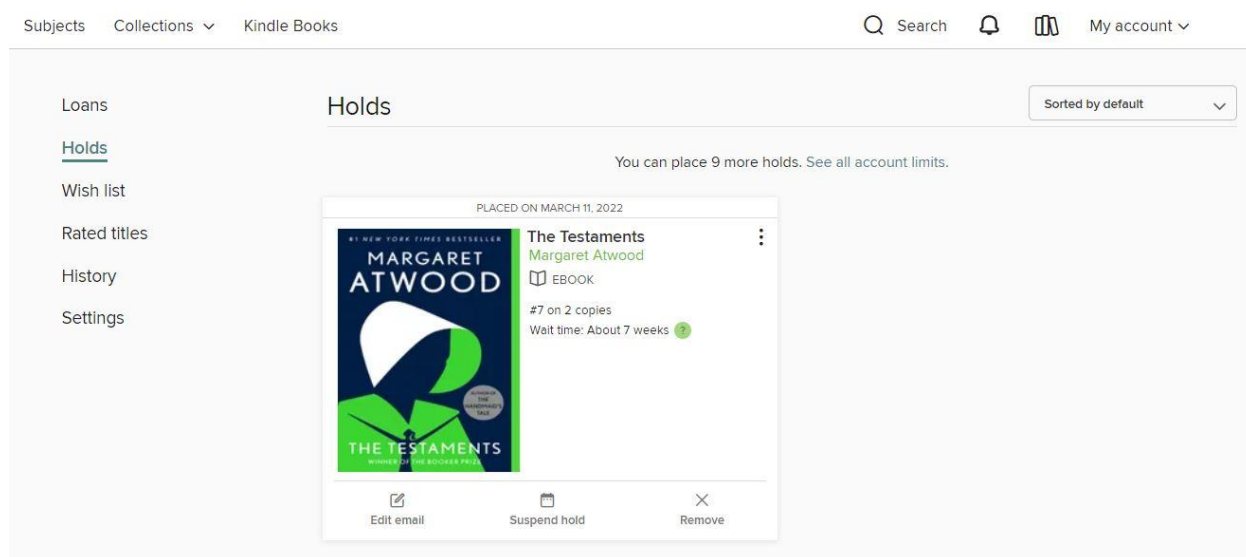
**To listen to audiobooks, you can only use option A OR download the Libby app.**

You can also see on the top of each item how many days are left on the loan.

Returns happen automatically at the end of the checkout period, but you are able to return early if you so choose.

You can also renew, but that option only appears if there is no one waiting in line.

### “Holds”



Your status in line is shown below the item title.

If you have the automatic checkout function, any holds will instantly go to your Loans page when they become available. Otherwise, a **BORROW** button will appear here for you to click on once they are available.

You can choose to suspend a hold or remove yourself from the list by clicking on the options at the bottom of the item.