USING

ELIBRARY *NJ*

To Download Library Books

Onto Your Nook eReader

(black-and-white model, Nook Color, or older Nook Tablet)

To borrow an e-book from the Ocean County Library system, you need to have a valid Ocean County Library card (less than $25 in fines), access to a computer, Internet access, and an e-mail address.

- If you have a Nook Glowlight Plus (2015 edition), you will need to create a free **Adobe ID**.

- If you have any of the following devices, you will need to install free software called **Adobe Digital Editions** onto your computer (not onto your Nook):

  - An older black-and-white Nook (released prior to 2015)

  - A Nook Color (**IF** you have not already installed the OverDrive app)

  - An older Nook Tablet (that is NOT HD or HD+)
    (**IF** you have not already installed the OverDrive app)

    If your Nook Color or older Nook Tablet already has the OverDrive app, follow the instructions on Page 3.

TO CREATE YOUR ADOBE ID (for a Nook Glowlight Plus):

Go to **accounts.adobe.com** on your computer and click **Get an Adobe ID**. Follow the instructions.

TO AUTHORIZE YOUR NOOK GLOWLIGHT PLUS WITH YOUR NEW ADOBE ID:

1) From your **Home Screen**, tap **Settings** and go to the 2nd screen.

2) Under **Account & Profile**, tap **Adobe DRM Settings**.

3) Tap **Add Adobe ID** and enter your email address and password.

4) Press **OK**.

TO INSTALL ADOBE DIGITAL EDITIONS ONTO YOUR COMPUTER: (for older Nooks):

1) Go to **www.elibrarynj.com**.

2) Click **Help** at the top right side of the screen, then click **Applications**.

3) Under the heading **Software Downloads**, click **Adobe Digital Editions**.

4) Click **Download** on the right side of the page.

5) Under the heading **Adobe Digital Editions 4.5.1 Installers**, select the download that is appropriate for your computer (Mac or Windows). Follow the prompts to install the software.

6) In the **Adobe Digital Editions** setup wizard, click **Continue**.

7) Click **Get an Adobe ID Online**. Then, click **Create an Adobe Account**.

8) Complete the required fields (those fields marked with an *****). Remember to write down your Adobe ID and password for use with future devices.

9) Close your Internet window and return to the **Adobe Digital Editions** setup wizard.

10) Type in the Adobe ID and password that you just created and click **Activate**.

TO ACCESS ELIBRARYNJ USING THE OVERDRIVE APP (if your Nook Color or Older Nook Tablet already has the app installed):

1) Tap the **OverDrive** app.

2) Go to the **Home Menu** by tapping ▤ in the top left corner of the screen or by swiping across the screen from the left to the center.

3) Tap **Add a Library**.

4) Type in **Ocean County Library**. Tap **Search**.

5) Tap **Ocean County Library** (the FIRST result that appears).

6) Tap **ELibraryNJ**.

7) Follow the instructions below, starting with Step 3.

TO BORROW A BOOK:

1) Connect your Nook to your computer with the USB cord that came with the device.

2) Go to **www.elibrarynj.com** on your computer.

3) Click **Sign In** on the top right corner of the screen.

4) Click the down arrow next to **Select Library** and scroll down to **Ocean County Library**. Click the name of the library to select it and click **Go**.

5) Enter your entire library card number without any spaces. Click **Sign In**.

6) To search, click **Advanced Search** on the top right side of the screen.

7) Under **All Formats**, select **EPUB eBook**. If you want titles that are available immediately, click in the box next to **Show Only Titles with Copies Available**. Click **Search**.

8) On each book cover, you will see a tiny image of an open book in the top right corner. If the image is black, the book is available for immediate checkout. If the image is gray, you will need to add your name to the waiting list. To do this, click the book cover and then click **Place a Hold**.

9) When you find a title that you'd like, move your mouse over the book cover. Click **Borrow** to check the book out, **More** to read a summary of the book, or **Sample** to read part of the book before you check it out. You can also click to add the book to your **Wish List** if you might want to read the book in the future.

10) Click **Go to Checkouts**.

11) Click the down arrow beside the word **Download**.

The following instructions are for older versions of the Nook eReader, Nook Color, and the early-edition Nook Tablet. Instructions for the Nook Glowlight Plus may be slightly different.

12) At the bottom of your screen, you will see a little window that says **Do You Want to Open or Save (the title of the book)?** Click **Open**.

13) **Adobe Digital Editions** will open. Click in the top left hand corner of the screen to **Go to Library View**.

14) Click the down arrow beside the word **Library** at the top of the screen. Click **Thumbnail View**.

15) Using your mouse, drag the image of the book that you want to read to the word **Nook** (on the left side of the screen). Release the mouse. The files should begin to copy from the computer to your Nook.

16) Click the **X** in the top right corner of the screen to exit **Adobe Digital Editions**. Safely remove your Nook from the computer as you would a flash drive.

17) Tap the **Home Button -** **-** on your Nook. Tap **My Library**. Your book should appear. Tap the image of the book cover to open the book.

TO READ A BOOK:

1) To turn the pages of the book, swipe your finger or a stylus across the screen.
2) To add a bookmark to your book, tap the top right corner of the screen.
3) Methods of adjusting the font size, margins, and line spacing may depend upon the type of device that you have.

TO RETURN A BOOK:

You don't NEED to return a library e-book. At the end of the loan period, the item will be automatically returned for you (so there are no late fees!). However, if you WANT to return a book, follow these instructions *(specific for older versions of the Nook eReader; instructions for the Nook Glowlight Plus, Nook Color, and Nook Tablet may be slightly different)*:

1) Connect your Nook to your computer with the USB cord that came with the device.
2) On the Nook window that appears, click **Open Folder to View Files**.

3) Double-click **Digital Editions**.

4) Locate the title that you want to delete from your Nook. Right-click the title and click **Delete** on the drop-down menu that appears. A confirmation screen will ask whether you want to permanently delete the file; click **Yes**. The book will be removed from your device.

5) Safely remove your Nook from your computer as you would a flash drive. Please note that even if you delete a library book from your Nook, that title will remain checked out on your **ELibraryNJ** account until its loan period ends.

OTHER THINGS TO KNOW:

1) There is a limit of 5 e-books that can be checked out at one time.

2) Audiobooks are *not* compatible with black-and-white Nooks.

3) You can decide how long you would like to borrow your books! Click the **Settings** button at the top of the screen under **Account** in **ELibraryNJ**. Click the button for the number of days that you would like (7, 14, or 21). Then click **Done**.

4) E-books can be renewed one time (if there is no one waiting for them). The **Renew** option will appear 3 days before a title's expiration date. Click the word **Renew** to activate the renewal option. If there are existing holds on the item, the **Renew** option will be grayed out; however, you can still place a hold on the book.

5) You can manage your account by clicking **Account** and then **Holds**. Click the down arrow beside the word **Options** to suspend or remove your hold, change your e-mail address, or decide whether the book is automatically checked out to you when it becomes available.

6) Create a **Wish List** of titles that you want to read, **Rate** books that you've read, or find books that are **Recommended for You** based on titles that you've borrowed. View these options by clicking **Account** and then **Lists**.

7) You can decide whether you want to view cover images when you browse, and whether you want to exclude books that may be graphic. To adjust these settings, go to **Account** and then click **Settings**. Select the **Maturity Level** and **Cover Images** of the type of material that you want to see.

8) Another way to search for a title is to click the **Menu** button at the top of the page. This will allow you for browse e-books by genre.

ws   8/2016