### **How to Transfer eBooks to a Sony Reader**

### **How eBook Lending Works**

- eBooks work like normal library books. We have a "copy" of each book. When that copy is checked out, the status for the book will read "place request" indicating that you need to wait for the previous person to finish reading it.
- If a copy is available, you will be able to add it to your cart, check out and download the book.
- eBooks automatically expire after 14 days. However, you may check them back in early if you wish.
- You may have 10 items from Kentucky Libraries Unbound at a time. This includes eBooks and audio books.

#### **Instructions in Brief**

- 1. Verify your Sony Reader has v1.1 or higher firmware installed.
- 2. Install Sony eBook Library software from <a href="http://ebookstore.sony.com/download/">http://ebookstore.sony.com/download/</a>
- 3. Go to the Calloway County Public Library. This will take you to the Kentucky Libraries Unbound Web-Site. You may also access the site by clicking on the Kentucky Libraries Unbound tab at the top of the LS2PAC page.
- 4. Install Adobe Digital Editions from OverDrive
- 5. Activate Adobe Digital Editions with an Adobe ID.
- 6. Connect your Sony Reader. Activate it with the same Adobe ID. (Warning: it may take a long time for the Sony Reader to be seen by Adobe Digital Editions. If after 15 minutes, it's still not showing up, try closing everything, unplugging the Sony Reader and starting over.)
- 7. Check out a book on Kentucky Libraries Unbound. Download it to Adobe Digital Editions.
- 8. Drag and drop the book on to your Sony Reader.
- 9. In your Sony Reader, go to "Books".
- 10. Read your new book!

### Step 1: Set your Computer to work with our eBook provider, OverDrive

- 1. Go to our library homepage: www.callowaycountylibrary.org
- 2. Click on the OverDrive logo located on the home page. This will take you to the Kentucky Libraries Unbound web site. You may also access the site by selecting the Kentucky Libraries Unbound tab at the top of the LS2PAC page.
- 3. On the Kentucky Libraries Unbound page, scroll down to the bottom. On the left-hand side under Software Downloads, click on Adobe Digital Editions.
- 4. Download and install Adobe Digital Editions. This software requires Flash.
- 5. Open up Adobe Digital Editions. It will ask you to activate your software with an Adobe ID.
- 6. If you create an Adobe ID;

- a. You may download the book to more than one computer as long as the computers all use the same Adobe ID. (Up to 6 computers can be activated using one Adobe ID.)
- b. You can transfer your eBooks only to Sony Readers that are using the same Adobe ID.
- 7. If you decide to continue anonymously:
  - a. You will not be able to transfer eBooks to your Sony Reader!
  - b. You may only download to one computer.
  - c. You can activate an Adobe ID at any time. However, you may lose the rights to see any eBooks that were downloaded previously.
- 8. It is recommended that you create an Adobe ID. Follow the steps to do so.
- 9. Very Important: Turn on the Sony Reader first and let it boot up.
- 10. Activate your Sony Reader by plugging it into your computer with Adobe Digital Editions open.
- 11. Adobe Digital Editions will detect your Sony Reader and ask to activate it using the same Adobe ID as your copy of Adobe Digital Editions. Follow the prompts.

# **Checking Out eBooks on Kentucky Libraries Unbound**

1. Go to CCPL's home page (<a href="www.callowaycountylibrary.org">www.callowaycountylibrary.org</a>). Click on the OverDrive logo. You may also access the site by selecting the Kentucky Libraries Unbound tab located at the top of the LS2PAC page.

2.

- 3. Login to Kentucky Libraries Unbound with your library card number (the number that is located on the back of the library card) and PIN.
- 4. Sony Readers use ePub format books, not Kindle.
- 5. Search ePub format eBooks. You may limit your search to eBooks by clicking on Advanced Search. You may also limit your search to available copies by using Advanced Search.
- 6. In general search, eBooks will be mixed in with audio books. You can tell the difference by checking the type of the book and what they will play on.
- 7. To check out a book, click "add to my cart.
- 8. Proceed to Checkout. Confirm checkout
- 9. Click Download. Open with Adobe Digital Editions.

# Getting your eBook on to your Sony Reader

- 1. Verify your Sony Reader has v1.1 firmware installed.
- 2. Install Soney eBook Library software from <a href="http://ebookstore.sony.com/download/">http://ebookstore.sony.com/download/</a>
- 3. Very Important: While unplugged, turn on your Sony Reader. Let it boot up.
- 4. Plug your Sony Reader into your computer. Wait until the computer sees it.
- 5. Open up Adobe Digital Editors.
- 6. If you have not previously set up your Sony Reader Adobe Digital Editions will ask to register it using the same Adobe ID as your Digital Editions.
- 7. Your Sony Reader will appear on the left under Bookshelves.
- 8. To transfer your eBook to the Sony Reader, click on your previously downloaded eBooks (see previous page) and drag them to the Sony Reader icon. The book will transfer.
- 9. Disconnect your Reader & unplug.
- 10. To find your new eBook, go to Books
- 11. Read your new book.

## **How to Return Items Early**

- 1. To return and items early so you may check out another, hover your mouse over the book in Adobe Digital Editions.
- 2. Click on the Item Options arrow.
- 3. Click on Return Borrowed Item.

#### What to do When Your Book Expires

- 1. When your license to view the eBook expires, you will not be able to read it anymore. However, the data for the eBook will stay on your computer & Sony Reader until you delete it.
- 2. To delete form Adobe Digital Editions, click on the Item Options arrow over the book title.
- 3. Click Delete Item.
- 4. To delete from your Sony Reader:
  - Click on the Sony Reader icon in Adobe Digital Editions
  - Click the Item Options arrow over each book and then click Delete Item.
  - OR
  - With the book open to the "Protected Page" message, push Options on the Sony Reader.
- Scroll down until you see Delete Book.

The information for this handout is from Help Files at Upper Dublin Public Library, Fort Washington, PA,

http://www.upperdublinlibrary.org/cms/AboutUs/BeyondBooks.aspx#overdrive