

# eBook Smartphone and Tablet Basics

Everything eBook related can be found on the library's website on the eLibrary tab, or at:  
[www.westbloomfieldlibrary.org/RESEARCH.php](http://www.westbloomfieldlibrary.org/RESEARCH.php)

## Overview

The West Bloomfield Twp. Public Library offers thousands of eBooks in the ePub format at the eLibrary which is part of Metronet Online Lending Library. These eBook titles can be downloaded directly onto a smartphone or tablet with a Wi-Fi or cell connection.

**\*Note:** There are different help guides for **Kindles** and Kindle app devices and for **eReader** devices which has its own instructions.

## What are eBooks?

eBooks are electronic, or scanned, versions of books which can be read on a computer, eReader, smartphone or tablet device such as an **iPad**.

The West Bloomfield Twp. Public Library purchases eBooks from OverDrive, and these titles are available through the eLibrary page off the West Bloomfield Library website (<http://www.westbloomfieldlibrary.org/RESEARCH.php> )

## Collection Basics

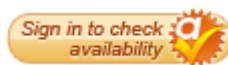
- Thousands of eBooks are available in a variety of genres
- eBooks in ePub are compatible with smartphone and tablet devices
- Individuals can have 10 OverDrive titles checked out at any one time
- eBooks circulate for 21 days, but currently cannot be returned early if using the OverDrive app
- Titles that are currently checked out, can be placed on hold
- There are two types of OverDrive eBooks; regular OverDrive eBooks which are part of a shared collection with other local libraries, and OverDrive Advantage titles which are exclusively for West Bloomfield library card holders
- The library also offers NetLibrary and Gale Virtual Reference eBooks which are viewable only from the Internet. These items **do not** check out and **cannot** be transferred to an eReader


## What is required to download an eBook to smartphone or tablet?

- A valid West Bloomfield Twp. Public Library Card
- A smartphone or tablet device – to see a list of devices go to <http://www.overdrive.com/resources/drc/>
- OverDrive Media Console app. Using your device, go to the West Bloomfield Twp. Public Library webpage and click on the “eLibrary” tab. Now click on the “eReader FAQ” link and scroll towards the bottom of the page. Click on the bold blue “OverDrive Media Console,” and download the app. (Depending on your device you might have to change the application settings to allow outside apps to be downloaded.)
- An Adobe ID for the device. To create an Adobe ID go to <https://www.adobe.com/cfusion/membership/> (This is the email you give Adobe, and the password you create.)

## Steps for downloading and transferring an eBook to a Tablet

1. To search for eBooks, go to the eLibrary on the library's website. Click on the "Search eBooks" link.
2. eBook titles can be searched for by keyword, title, or author inquiry in the search box. Searches can be refined by utilizing the "format" dropdown and selecting the eBook format type, then changing the time period from "this month" to a desired time frame. The "all months" option will give a user the most results. The last dropdown menu will specify collection type and defaults to "entire," but can be changed to narrow searches to adult or youth. Click on the search box.
3. Results can be sorted by title, author or date added to site.
4. Click on an eBook title you are interested in and it will show you the availability of the title.
5. eBooks will either be a part of the Advantage collection or the regular collection.



For Advantage titles, click on the  to check availability. Log-in by selecting West Bloomfield and entering your name and barcode number. Click "Add to my eCart" if the title is available.

For regular Overdrive titles, if available, click "Add to my eCart," and select, "Proceed to checkout." Log-in by selecting West Bloomfield and entering your name and barcode.

6. Click on "Confirm Check out" button if ready.
7. You must have the appropriate digital book software downloaded to your device before you download the eBook.
8. Click on the "download" button.
9. The title should now be transferred to your device; once the download is complete it should open the OverDrive App for your viewing.

---

## Help

Overdrive's help pages are a great place to start if you have questions. This information is available at [ebooks.metronet.lib.mi.us/en/help-faq-format410.htm](https://ebooks.metronet.lib.mi.us/en/help-faq-format410.htm), also on the OverDrive site in the upper left is a box called, "My Help" which will provide further assistance.

You can also contact the Adult Information Desk during library hours at 248-232-2290 or [wbref@wblib.org](mailto:wbref@wblib.org).