# **E-books for your PC**

You may use the Kindle for PC and/or Adobe Digital Editions programs to borrow and read ebooks. Many books are available in multiple formats, and will work in either program, but some will only work with one or the other. To maximize your options, download both programs.

Kindle for PC works with the Kindle format, or any ebook format with "Open" in its name. It requires you to have an Amazon account.

Adobe Digital Editions works with any EPUB or PDF formatted ebook.

For audiobooks, see the Audiobooks for your PC guide.

# **Set up Kindle for PC**

- 1. In your web browser, search for "Kindle for PC" and open the Amazon.com "Kindle for PC: Install instructions" webpage from the search results.
- 2. An installation should automatically start. Make sure it comes from Amazon, and then run it.
- 3. Download, open, and run Kindle for PC.
- 4. Once the download is finished, Kindle for PC will launch. You may need to close and re-open it to get the registration pop-up window.
- To sign in, enter your Amazon account e-mail address and password, or choose "I am a new customer" to create a new Amazon account.

## **Set up Adobe Digital Editions**

#### Create an Adobe ID

**Note**: this step is not required. If you do not create an ID, you can still use Adobe Digital Editions, but some functions, including reading books on another device, will be unavailable.

- 1. Go to the Adobe Accounts page: <a href="https://accounts.adobe.com/">https://accounts.adobe.com/</a>
- 2. On the sign in page, click "Get an Adobe ID."
- 3. Enter the required information and click "Sign Up."
- 4. Open the email account that you entered. An email from Adobe will provide a verification link.
- 5. Click the verification link to complete the sign up process.

### **Get Adobe Digital Editions**

- Go to the Adobe Digital Editions download page: http://www.adobe.com/solutions/ebook/digital-editions/download.html
- 2. Choose the installer for your operating system (Mac or Windows).
- 3. Download, open, and run the Adobe Digital Editions download file.
- 4. Follow the instructions in the setup wizard to set up and install the program. Close the wizard when the installation is complete.
- 5. Adobe Digital Editions will open. Run any updates suggested.

- 6. In the Adobe Digital Editions window, click "Help" and then "Authorize computer."
- 7. Enter your Adobe ID and password, or check the box for "I want to authorize my computer without an ID." Your ID is the email address linked to your Adobe account.

# **Browsing for materials**

- 1. On your computer, go to www.seasidelibrary.org
- 2. Click the Library2Go icon on the homepage.
- 3. Click "Sign In," in the upper right corner.
- 4. In the "Select Your Library..." drop-down menu choose: Seaside Public Library.
- Enter your library card number. Check the box to "Remember my card number on this device" if you want this box auto-filled in the future. Click "Sign In."
- 6. You can browse new books or select from featured categories. You can also use the Search box near the top of the screen or click "Advanced" for more options. To only view books you can download to Kindle for PC, or to Adobe Digital Editions, click "Advanced" and select your desired format under the "All Formats" dropdown menu.
- 7. The current availability of a book will appear in a ribbon above the cover image. If it is available, the ribbon will be green and read "Available." If it is unavailable, the ribbon will be white and read "Wait List."
- 8. Below the cover image, the format (ebook or audiobook) is displayed, with an icon of a book or a pair of headphones.

## Borrowing and placing holds

#### If the book is available for check-out:

- For one-click checkout, click "Borrow" below the cover image.
   Or, click the cover image to see the book's details and change your checkout settings before borrowing.
  - To change your checkout length, go into the detailed record and then click the down-arrow to the right of the green "Borrow" button.
- 2. A green "Success!" ribbon will appear at the top of your screen when the book has been checked out.
- 3. To complete the checkout process, click the "Loans" link in the "Success!" ribbon, or click "My Account" in the upper right corner of your screen and then click "Loans."
- 4. On the "Loans" page, under the title you will either see "Choose a Format" if there are multiple formats available, or "Get [format type]" if there is no option. If you see "Choose a Format," click this dropdown to choose your preferred format. "Kindle" and "Open" formatted ebooks can be accessed with the Kindle for PC reader; all other formats will require Adobe Digital Editions.
- 5. Click "Download [Format type]" or "Get Kindle Book" to proceed to checkout.

#### If the book is currently unavailable:

- 1. Click "Place a Hold."
- 2. Type or verify your email address if necessary.

- 3. A "Success!" popup window will appear when the title is on hold for you. If you would like to make changes to your holds, click the "Manage holds" in this popup window.
- 4. You will get an email when the book is ready.
- You can view and change your holds at any time by clicking "My Account" in the upper right corner, and then clicking "Holds."

# Final steps for Kindle ebooks

After clicking "Get Kindle Book," you will be taken to Amazon.com to complete the checkout and download your book.

- 1. On the Amazon page, click "Get Library Book."
- 2. If necessary, sign in to your Amazon account.
- 3. Under "Deliver to:" select your Kindle for PC.
- 4. Click "Continue."
- Open Kindle for PC from your desktop. Your book should appear on the main page. If it does not, under Tools, click "Sync and check for new items."

### Returning a Kindle book early

- 1. Kindle books may be returned early by logging into the Amazon.com website, and clicking "My Account."
- 2. Under "Digital Content," click "Manage Your Content and Devices."
- 3. Find the title you wish to return and click the [...] icon.
- 4. Click "Return this book."

If you do not return a book early, it will be automatically returned at the end of the load period.

## Final steps for Adobe ebooks

1. After you click "Download [PDF or EPUB format]," the book should automatically open with Adobe Digital Editions.

### Returning a Adobe Digital Editions book early

1. Ebooks may be returned early in Adobe Digital Editions by right-clicking the title and choosing "Return borrowed item."

If you do not return a book early, it will be automatically returned at the end of the load period.