



Central Rappahannock Regional
Library

INSPIRING LIFELONG LEARNING
FOR EVERYONE IN OUR COMMUNITY

Proudly serving Fredericksburg, Stafford, Spotsylvania, and Westmoreland

OverDrive for Kindle, Kindle Paperwhite, Kindle Voyage, and Kindle Oasis (not Kindle Fire and Fire Tablet)

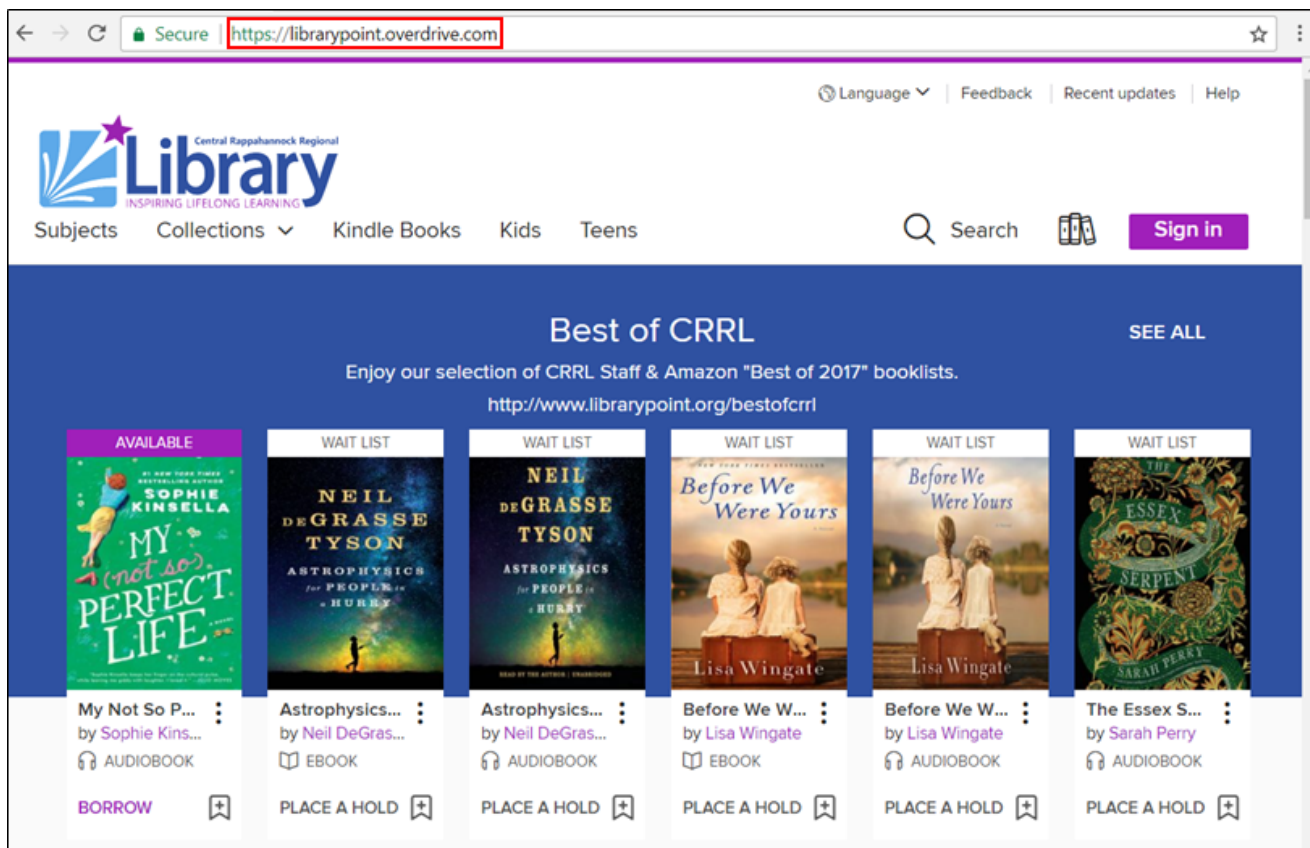
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Please note: These instructions will not work with your Kindle's browser. You must use a computer, tablet, or smartphone.

Optimizing OverDrive for your Kindle

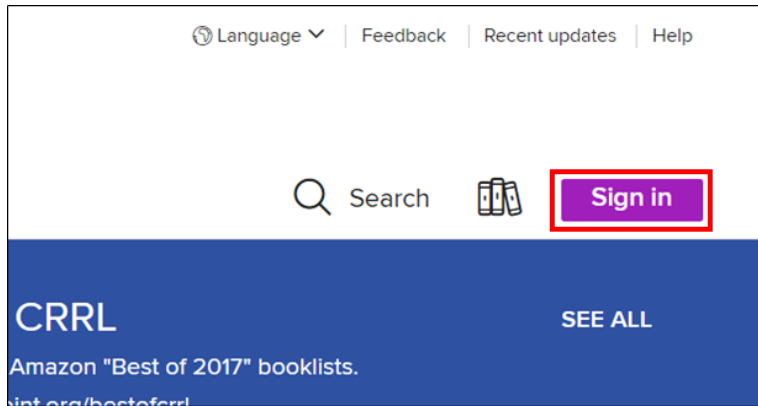
1. Using your computer's Web browser, go to <https://librarypoint.overdrive.com>:



librarypoint.org

540-372-1144

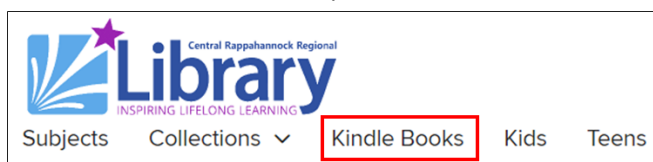
2. Click the purple **Sign in** button:



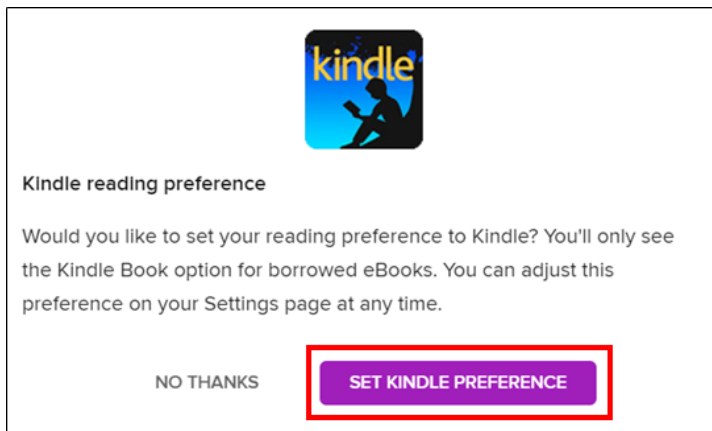
3. Enter your 14-digit library card number (no spaces) and your PIN (usually the last 4 digits of your phone number), then click the **SIGN IN** button. If you have forgotten your card number or PIN, you may call or visit your local branch, or contact us online at <https://www.librarypoint.org/contact/>. If you do not have a card, you may fill out the form at <https://www.librarypoint.org/card/> to get one.

A screenshot of the library's sign-in page. The page has a light gray background. At the top, the word 'Welcome!' is written in a large, bold, blue font. Below it, the text 'Please sign in.' is displayed. There are two input fields: the first is labeled 'Card Number' and the second is labeled 'PIN'. The 'PIN' field has a small eye icon to its right, indicating a toggle for visibility. Below the input fields is a large, purple 'Sign In' button.

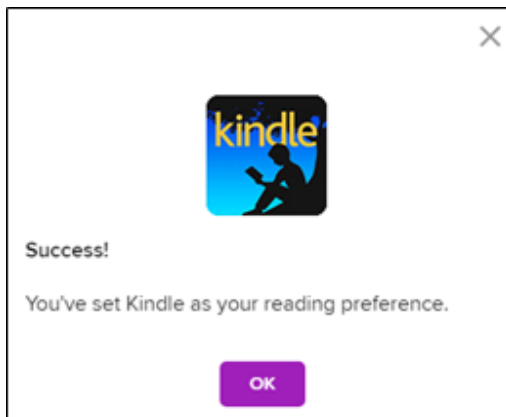
4. Click **Kindle Books** at the top of the screen:



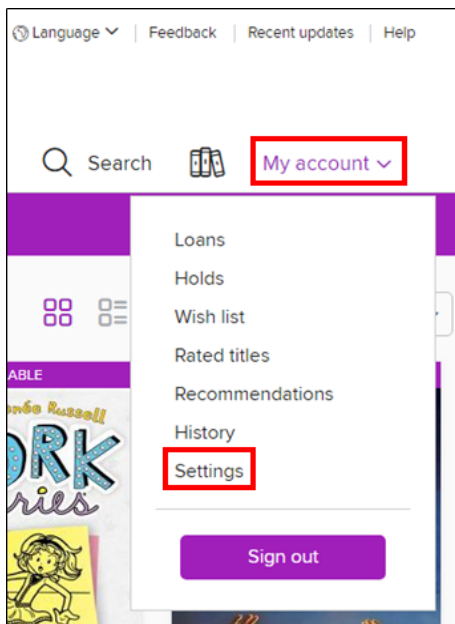
5. On the next page, you should see this message allowing Kindle to be set as your default eBook download format. Click the **SET KINDLE PREFERENCE** button:



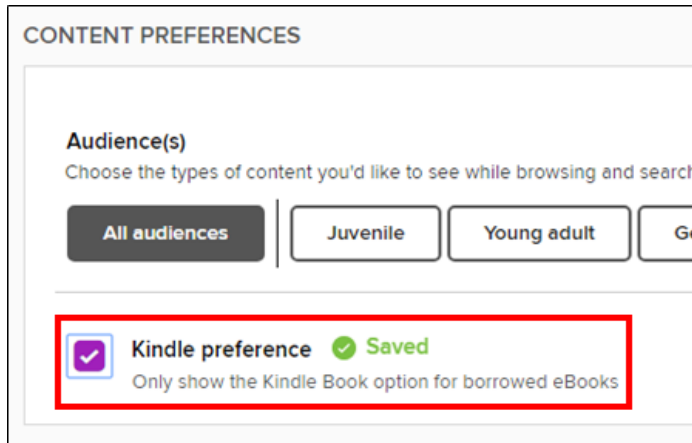
You will then see the **Success!** message:



6. If the option to set the Kindle format as the default was not shown, click **My account**, then **Settings** from the menu:



7. On the Settings page, scroll down to **CONTENT PREFERENCES**, and click the checkbox next to **Kindle preference**:



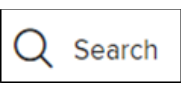
CONTENT PREFERENCES

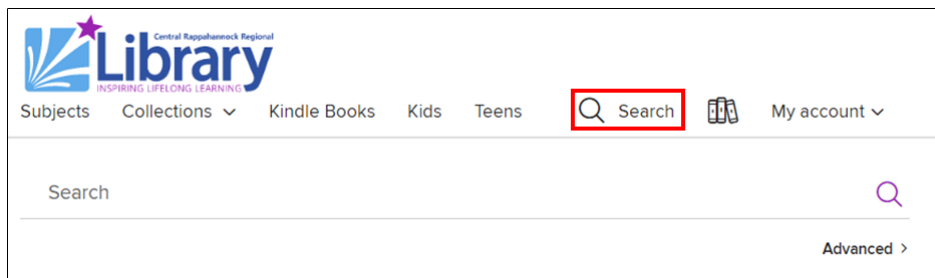
Audience(s)
Choose the types of content you'd like to see while browsing and searching

All audiences | **Juvenile** | **Young adult** | **General**


☒ **Kindle preference** ✓ Saved
Only show the Kindle Book option for borrowed eBooks


Searching and Browsing

1. To search, click the  button, and enter a title, author, or keyword:



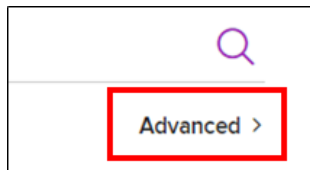
Central Rappahannock Regional
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INSPIRING LIFELONG LEARNING


Subjects Collections ▾ Kindle Books Kids Teens **Search**  My account ▾

Search 

Advanced >

2. If you would like to perform a more precise search, click **Advanced** below the search field:





Advanced >

- On the advanced search screen, you have several more options to help narrow your search:

Advanced Search

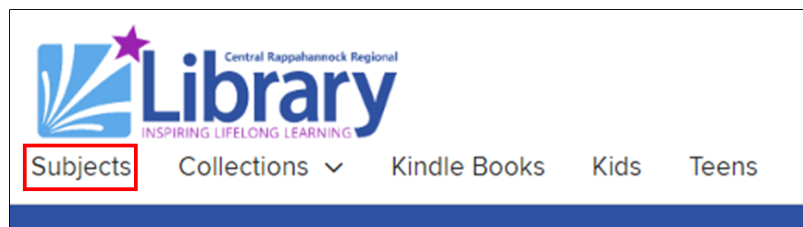
Title <input type="text"/>	Date added <input type="text" value="All dates"/>
Author <input type="text"/>	Formats <input type="text" value="All formats"/>
Subjects <input type="text" value="All subjects"/>	Languages <input type="text" value="All languages"/>
Availability <input type="text" value="All titles"/>	ISBN <input type="text"/>
Audience <input type="text" value="All audiences"/>	

Levels

Interest Levels <input type="text" value="All Interest Levels"/>	to	<input type="text" value="All Interest Levels"/>
ATOS Levels <input type="text" value="All ATOS Levels"/>	to	<input type="text" value="All ATOS Levels"/>
Lexile® Measures <input type="text" value="All Lexile® Measures"/>	to	<input type="text" value="All Lexile® Measures"/>
Text Difficulties <input type="text" value="All Text Difficulties"/>	to	<input type="text" value="All Text Difficulties"/>

[SEARCH](#)

- To browse by genre/category, click **Subjects** at the top of the screen:



- On the **Browse subjects** menu, click **EBOOKS** at the top of the screen since Kindle eReaders do not support OverDrive eAudiobooks. From this page, you may scroll down to view adult fiction and non-fiction, juvenile fiction and non-fiction, and young adult fiction and nonfiction. In each section, you will see a list of genres, each with a number to the left of it indicating how many titles we own for that genre:

Browse subjects

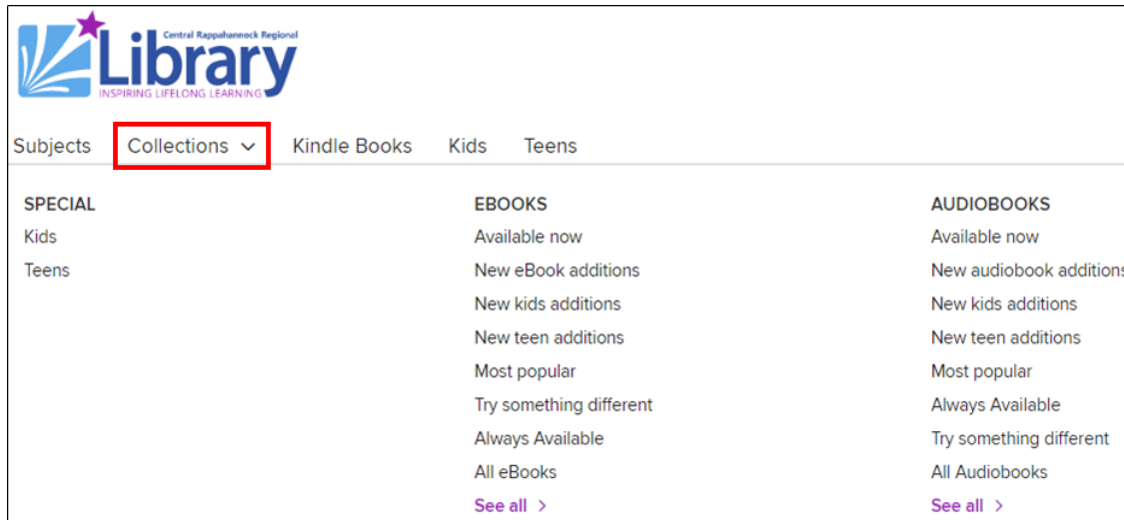
[ALL FORMATS](#)
[EBOOKS](#)
[AUDIOBOOKS](#)

[See all 12,522 ebook titles >](#)

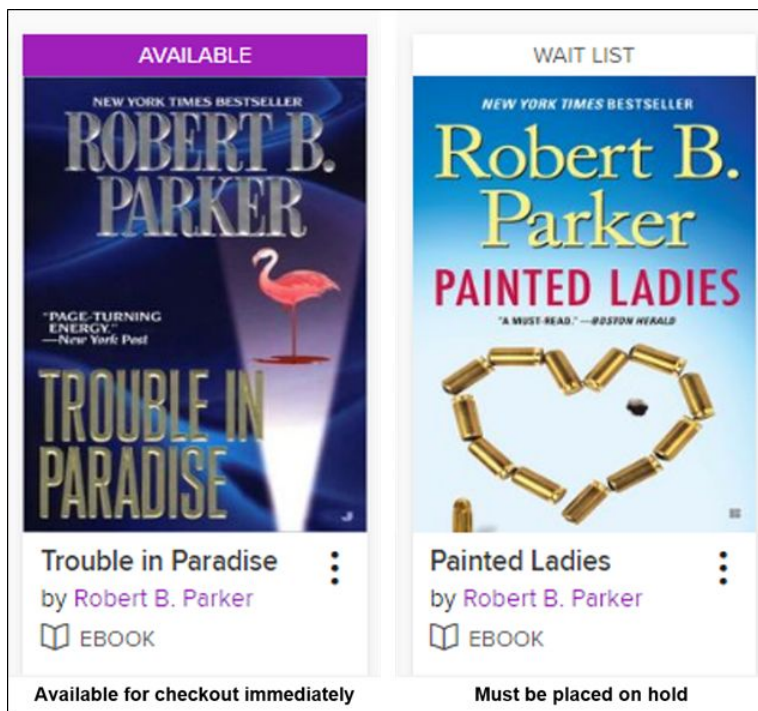
Fiction ebooks

196 African American Fiction	1,641 Historical Fiction	3 Non-English Fiction	1,281 Suspense
248 Christian Fiction	104 Horror	1 Performing Arts	1,602 Thriller
207 Classic Literature	321 Humor (Fiction)	18 Poetry	1 Travel Literature
52 Comic and Graphic Books	4 Juvenile Literature	2,773 Romance	108 Western

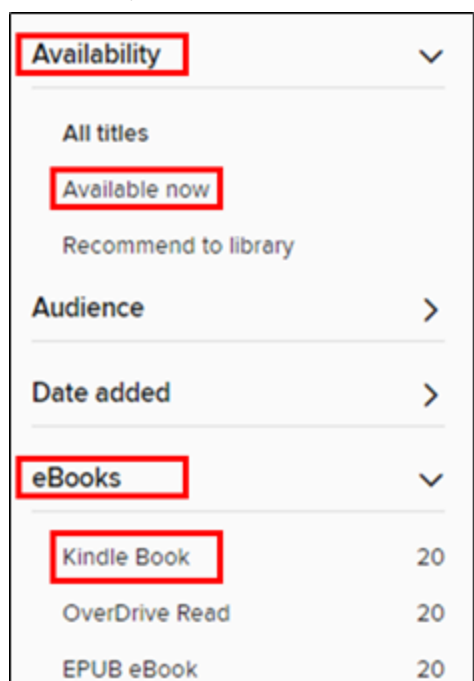
6. To browse by the newest and most popular eBooks in our OverDrive collection, click **Collections** at the top of the screen:



7. When looking through your list of results, you will see some titles labeled **AVAILABLE**, which means that you can check them out right now, while others are labeled **WAIT LIST**, which means you'll have to put them on hold (more on placing holds later in this guide):



8. To make finding available Kindle titles easier, after you've got a list of search results, click **Availability** on the left side of the screen, then click **Available now**. Further down, click **eBooks**, then click **Kindle Books**:



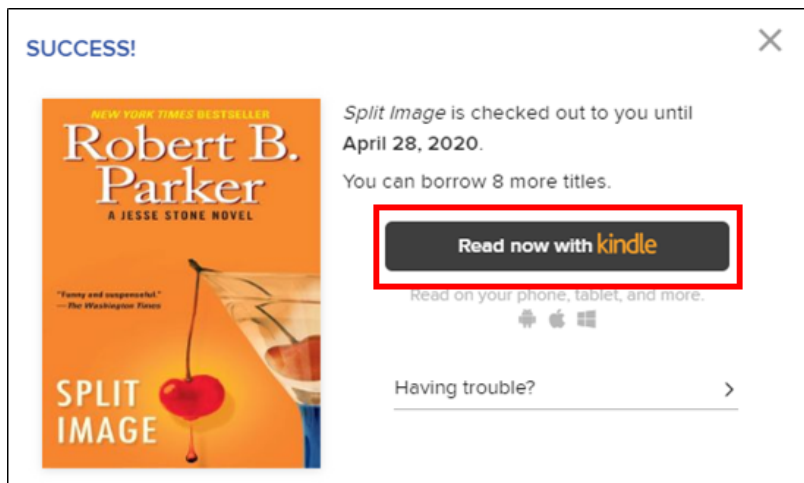
Borrowing and Downloading

Please note: you will need the email address and password for the Amazon account that you used to activate your Kindle.

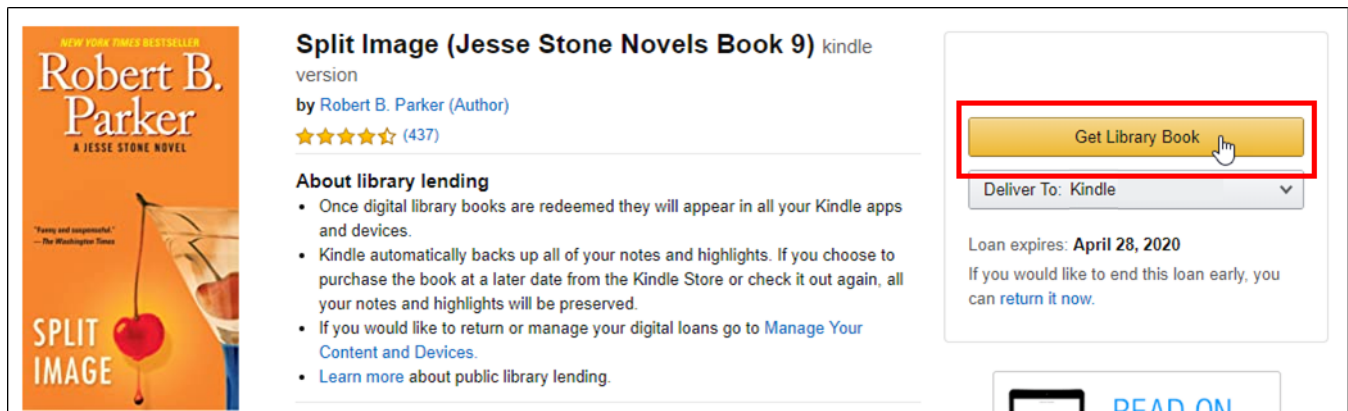
1. Once you've found an available title you like, you can check it out immediately by clicking the **BORROW** button beneath it:



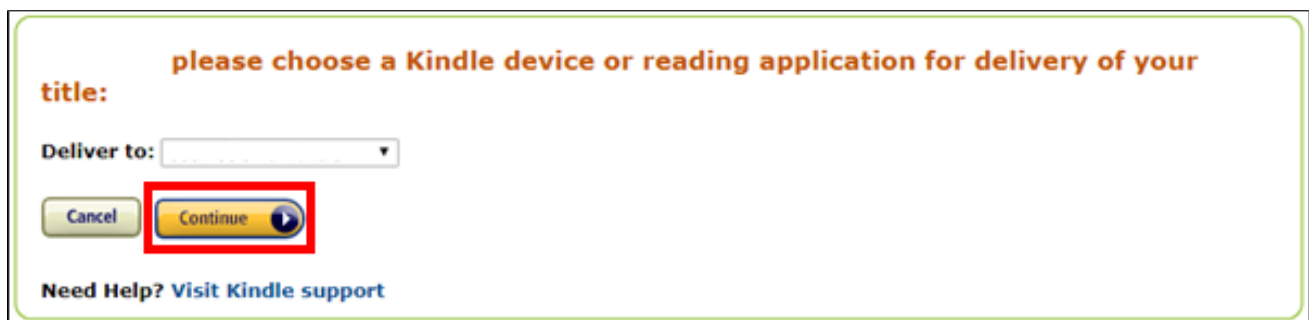
2. When the **SUCCESS!** message appears, click the button for **Read now with Kindle**. You will be taken to Amazon.com to complete the checkout process.



3. If prompted, sign in with the same Amazon account that was used to activate your Kindle. Then click the **Get Library Book** button on the right side of the screen. Please note: you are *not* being asked to buy the eBook; these are necessary steps to get the library version of a Kindle eBook on your device:



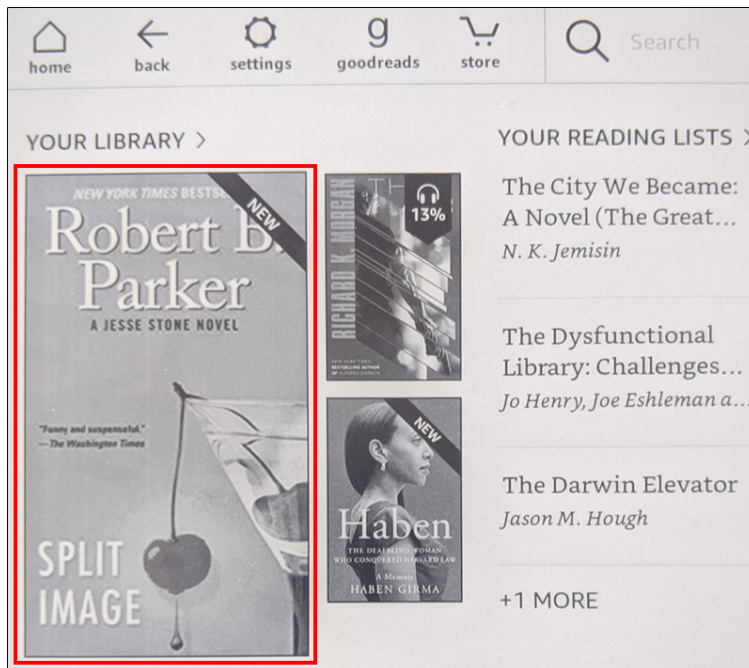
4. If you have more than one Kindle registered to your Amazon account, choose it at this screen, then click the **Continue** button. Don't worry about this step; you can manually download the eBook from any of your Kindle devices regardless of what you choose here:



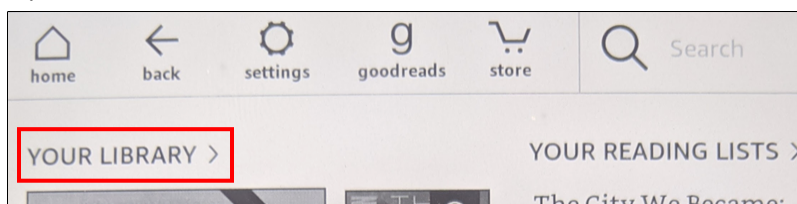
5. On the next screen, you will see a message confirming the eBook has been borrowed.



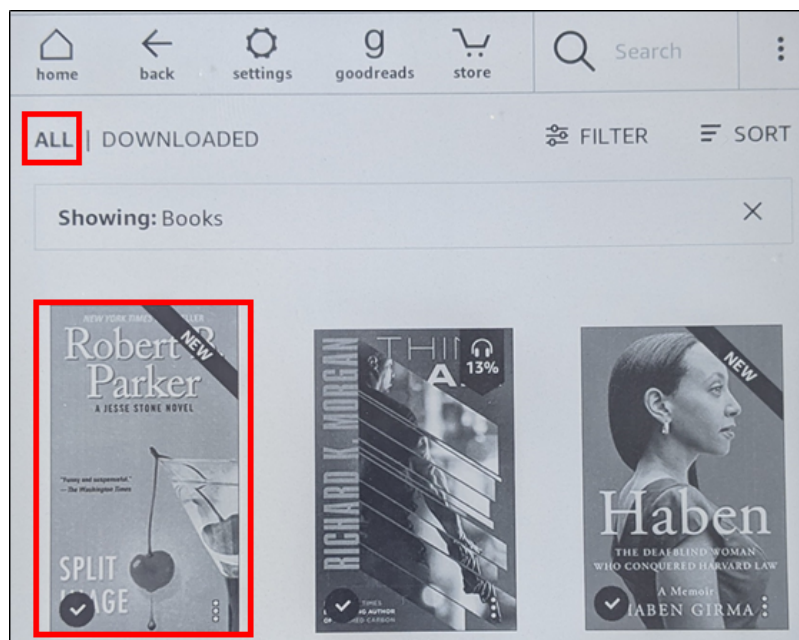
6. Turn on your Kindle, and make sure it is connected to your wifi. After a few seconds, the eBook should automatically appear:



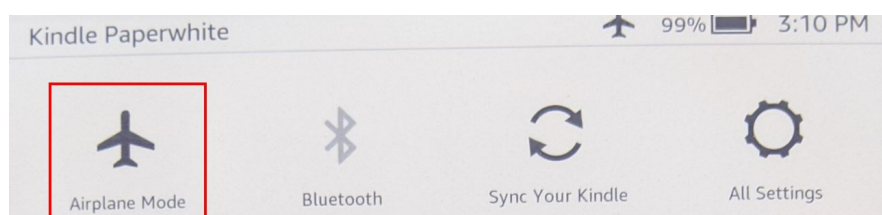
7. If the eBook does not automatically appear within a few seconds of turning on your device, tap **YOUR LIBRARY** at the top of the screen:



8. Tap **ALL**, then tap the cover of the eBook you checked out:



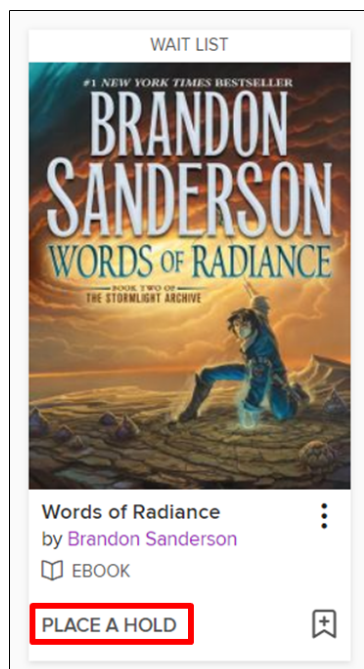
9. If the eBook, still does not appear, tap the **Settings** icon at the top of the screen, then make sure that Airplane Mode is **not** enabled:



Placing Holds

If all copies of an OverDrive eBook are checked out, you may place it on hold just as you would with a physical book.

1. Go to <https://librarypoint.overdrive.com> in your computer's Web browser.
2. Find the eBook you want to place on hold, and click the **PLACE A HOLD** link beneath it:

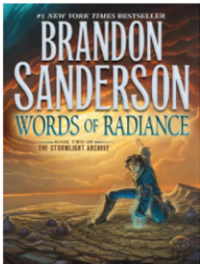


3. If this is the first time you've placed a hold on an item in OverDrive, you will be prompted for the email address where you will be notified when the book is available for check-out. After you provide it, click the **PLACE A HOLD** button:

PLACE A HOLD

Words of Radiance

EBOOK



Fill out the form below to place a hold on this title, and Central Rappahannock Regional Library will contact you when it's available.

Email address

Confirm email address

PLACE A HOLD CANCEL

4. Once the hold has been successfully placed, you will be shown this message that tells you your place in line and how many copies the library can access at a time:

SUCCESS!

Words of Radiance

by [Brandon Sanderson](#)

Your holds position: #1 of 1 hold

Library copies: 1

An email will be sent to your email when the title has been checked out to you. [Manage your holds.](#)

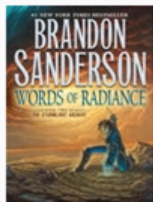
5. You will receive an email when the eBook is ready to download. Click on the link that reads **Go to your Holds**:

Action required: Librarypoint Digital Collection

digital hold available to borrow

Librarypoint Digital Collection <donotreply@overdrive.c... 4:23 PM (0 minutes ago)

to me



Words of Radiance
Brandon Sanderson

Go to your **Holds** in the app or on our OverDrive site to borrow this title.

6. You will be taken to the OverDrive log-in screen. You must sign in with the same library card number you used when placing the hold, otherwise you will not see your eBook on the Loans page. If you do not see your eBook when you sign in, sign out, and try an alternate library card number:

CARD NUMBER

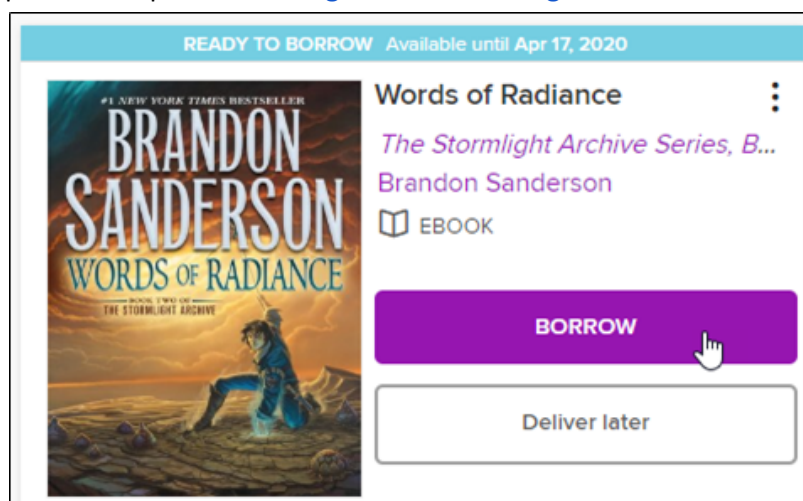
PIN (USUALLY THE LAST 4 DIGITS OF YOUR PHONE NUMBER)

☐ REMEMBER MY CARD NUMBER ON THIS DEVICE.

Cancel

SIGN IN

7. On the next page, you should see the cover of the eBook you placed on hold. Click the **BORROW** button and follow the previous steps in [Borrowing and Downloading](#) to download the title to your Kindle.

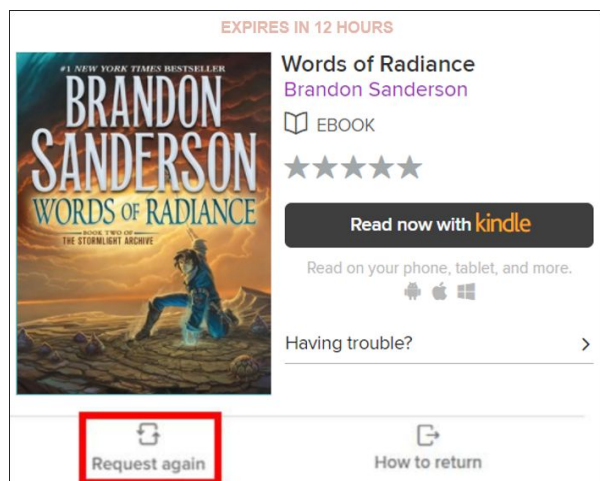


Renewing

You have the option of renewing an eBook you are reading so long as no one else has placed it on hold. Renewing is essentially an automated method for letting a borrowed eBook expire and then being able to immediately check it out again. This option is only available starting three days prior to the eBook's due date. You may only renew an eBook once.

1. Go to <https://librarypoint.overdrive.com/account/loans>, and sign in with your library card and PIN, if you are not already signed in.

2. Find the eBook you want to renew, and click the **Request again** button beneath it:



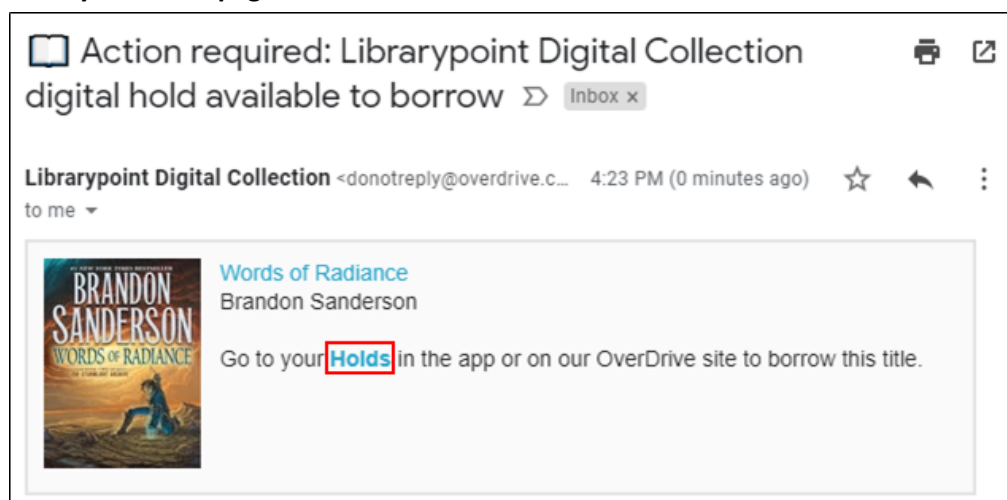
3. If this is the first time you've renewed or placed a hold on an item in OverDrive, you will be prompted for the email address where you will be notified when the eBook is available for check-out. Then, click the **PLACE A HOLD** button:

A screenshot of a 'PLACE A HOLD' modal window for the eBook 'Words of Radiance'. The window has a title bar with 'PLACE A HOLD' and a close button. Inside, the book title 'Words of Radiance' is displayed above the 'EBOOK' label and the book cover. To the right of the cover, it says 'Fill out the form below to place a hold on this title, and Central Rappahannock Regional Library will contact you when it's available.' Below this text are two input fields: 'Email address' and 'Confirm email address'. At the bottom right, there are two buttons: a purple 'PLACE A HOLD' button and a white 'CANCEL' button.

4. Once the renewal request has been successfully placed, you will be shown this message, showing you what place you are in line for the eBook and how many copies the library can access at a time:

A screenshot of a success message box. At the top, it says 'SUCCESS!' in blue. Below that, the book title 'Words of Radiance' is shown, followed by 'by [Brandon Sanderson](#)'. Then, it says 'Your holds position: #1 of 1 hold' and 'Library copies: 1'. At the bottom, it says 'An email will be sent to your email when the title has been checked out to you. [Manage your holds.](#)'.

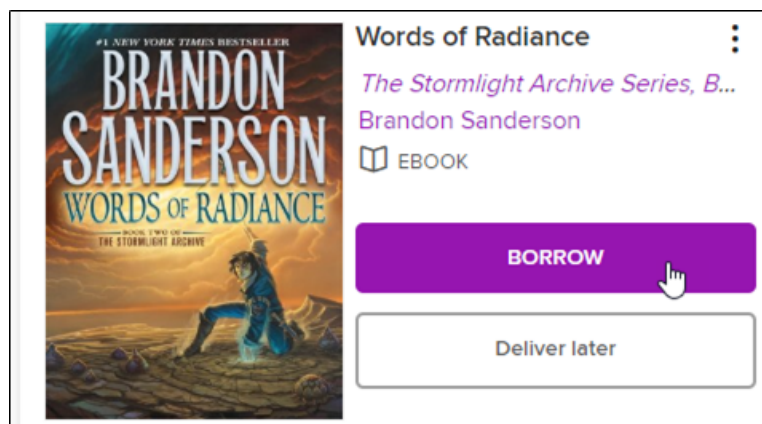
5. You will receive an email when you can download the eBook again. Click the link at the bottom of that email that reads **Go to your Loans page in our OverDrive collection to access this title:**



6. You will be taken to the OverDrive login screen. You must sign in with the same library card number you used when placing the renewal request, otherwise you will not see your eBook on the Loans page. If you do not see your eBook when you sign in, sign out and try an alternative library card number:

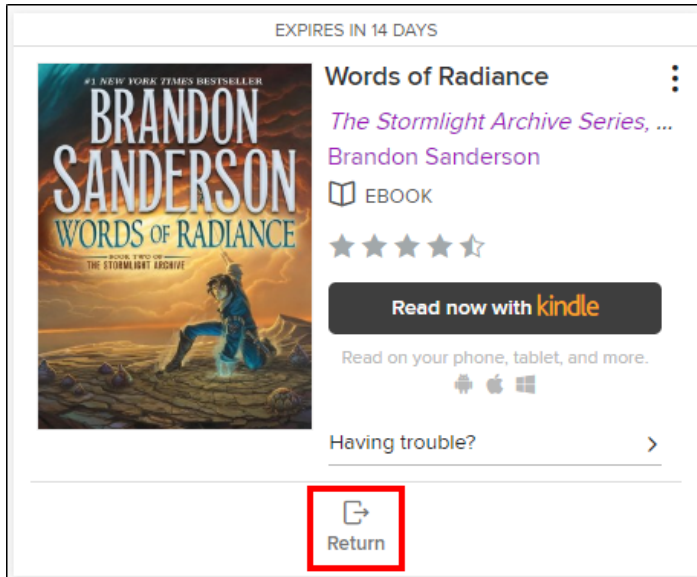
A login form with two input fields: "CARD NUMBER" and "PIN (USUALLY THE LAST 4 DIGITS OF YOUR PHONE NUMBER)". Below the PIN field is a checkbox labeled "REMEMBER MY CARD NUMBER ON THIS DEVICE." At the bottom are two buttons: "Cancel" and "SIGN IN". The "SIGN IN" button is highlighted with a red border.

7. On the next page, you should see the book you had is now renewed. Follow the previous steps in [Borrowing and Downloading](#) to download the title to your Kindle again.

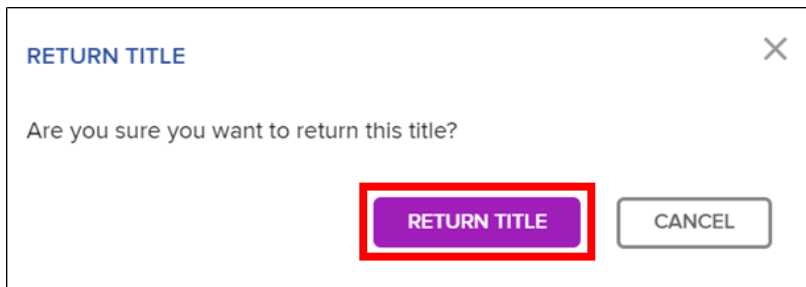


Returning Early

1. Go to <https://librarypoint.overdrive.com/account/loans>.
2. Enter your library card number and PIN if you are not already signed in. Please note that you must enter the same library card number you were signed in with when you borrowed the eBook or eAudiobook.
3. Find the title you want to return and click the **Return** button beneath it:



4. When prompted, click the **RETURN TITLE** button:



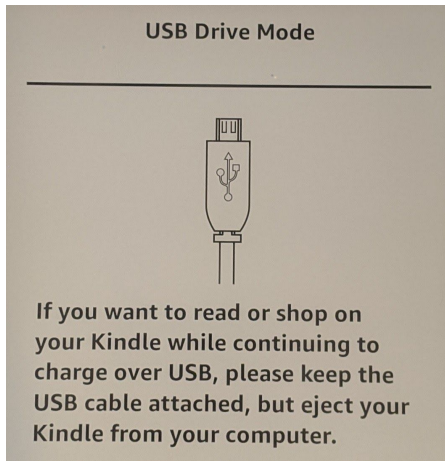
Transferring eBooks without wifi on a Windows PC (OPTIONAL!)

If you do not have ready access to wifi, you can transfer your eBook using the USB cable that came with your Kindle.

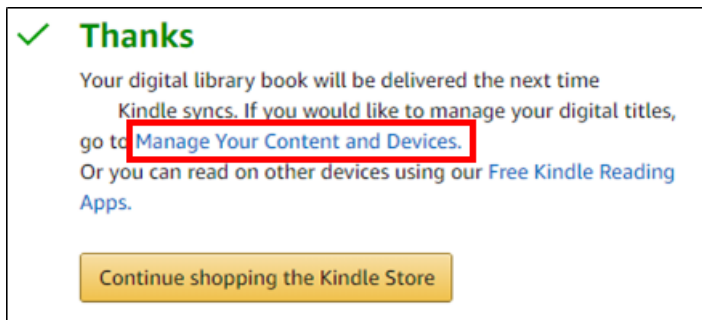
1. Turn on your Kindle. Plug one end of the USB cable into the bottom of the device and the other to any open USB port anywhere on your computer or laptop. This is what USB plugs and ports look like:



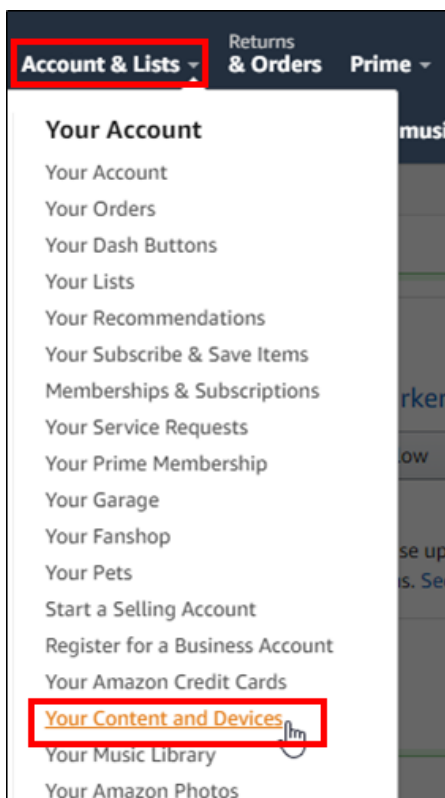
2. Once plugged in, your Kindle will display the below message. Ignore it.




3. On the Amazon.com screen shown after you successfully checked out the eBook, click the link for **Manage Your Content and Devices**:



You can also mouse-over the **Account & Lists** button at the top of the screen, then click **Your Content and Devices** from the menu:




4. Click the  button next to the title you want to download:

Show: **Books** ▾ **All** ▾ Sort By: **Acquired date: Newest-Oldest** ▾

[Deliver](#) [Delete](#) [Mark as read](#) [Mark as unread](#) [Add to collections](#) [Select All](#)

Showing 1 - 200 of 387 items in **Books--All**

Select	Actions	Title	Author	Acquired date
<input type="checkbox"/>		Split Image (Jesse Stone Novels B... Borrowed	Robert B. Parker	April 14, 2020

5. Click the option to **Download & transfer via USB**:



Split Image (Jesse Stone Novels Book 9)
Robert B. Parker
Borrowed
This book is a Kindle digital library loan
Loan status: Expires April 29, 2020
Price: \$8.99

Deliver to [Default Device](#) (or) [Others](#)
[Mark as read](#)
[Download & transfer via USB](#)
[Clear furthest page read](#)

 [Add Narration](#)

6. If you have multiple Kindles registered to your Amazon account, you can select them from the drop-down menu. Otherwise, click the **Download** button:


Download & transfer via USB ✕

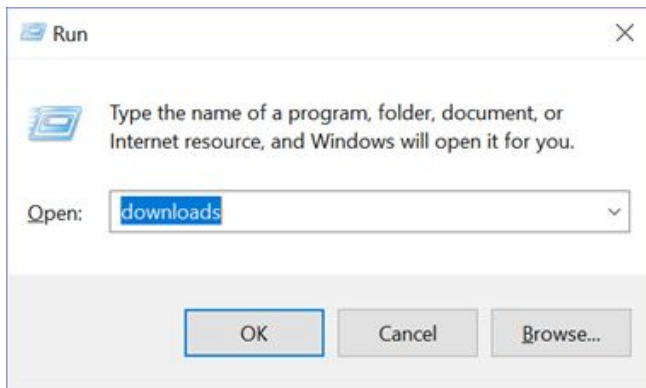
Select a device from the dropdown

Kindle Paperwhite ▾

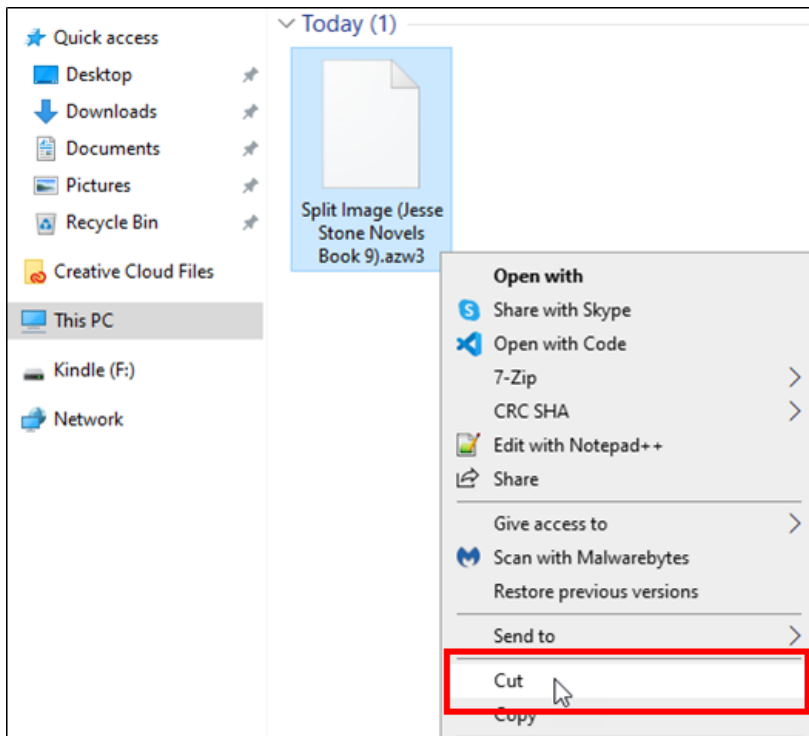
Transfer Tip: After downloading, use your USB cable to connect your computer and Kindle. Your Kindle will appear as a drive on your computer. Copy your downloaded file from your computer to your Kindle's documents folder.

[Cancel](#) **[Download](#)**

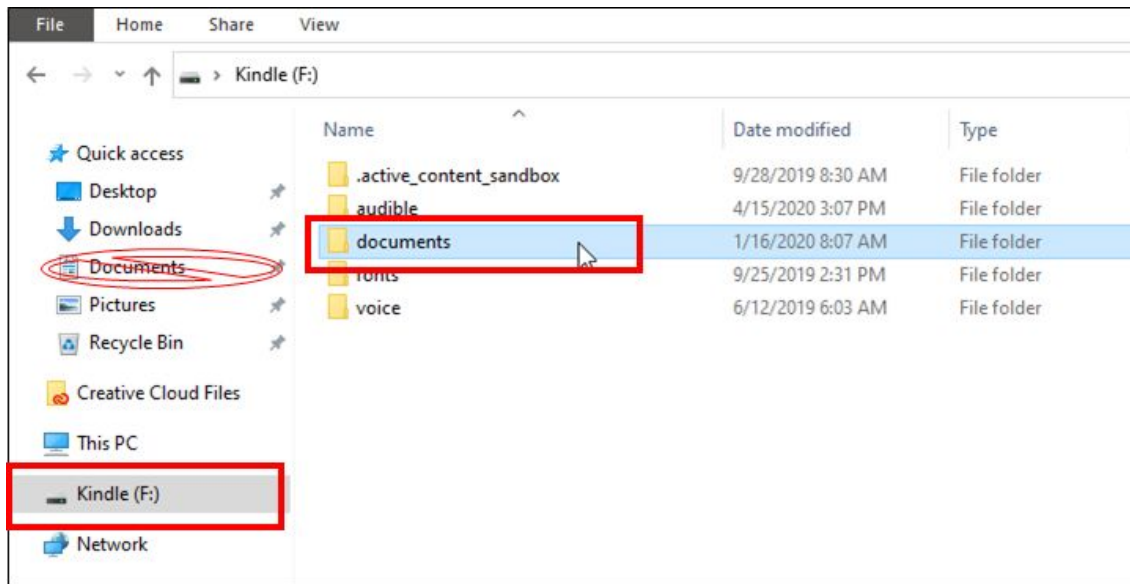
7. After the download has completed, hold down the Windows key  on the bottom-left of your keyboard, and, while holding it down, tap the **R** key on your keyboard. In the box that appears, type **downloads**, and hit **Enter** on your keyboard:



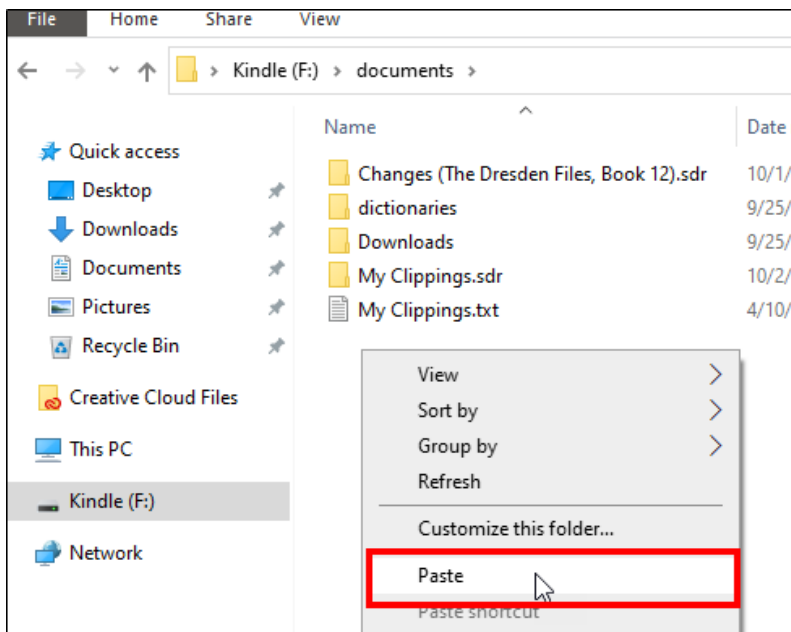
8. Right-click on the eBook you want to transfer. From the context menu that appears, click **Cut**:



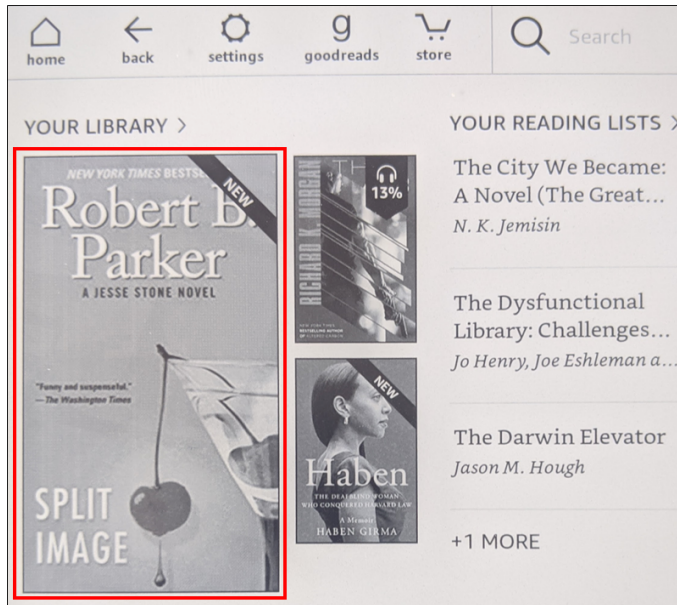
9. Click **Kindle** on the left side of the window. If you do not see this, you may have to expand the **This PC** option. You may also have to unplug the Kindle and then plug it back in. Once you've selected Kindle, double-click the **documents** folder on the right side of the window. *Do not* click the **Documents** folder on the left side of the window listed under **Quick access**:



10. In the Kindle's documents folder, right-click anywhere there is blank space. From the context menu that appears, left-click on **Paste**. This will finish transferring the eBook to your Kindle.



11. Unplug your Kindle from your computer. When the screen refreshes, you should see the eBook you copied to it:



INSTRUCTIONS END