

OverDrive Policies

- ▶ Cart holds up to 5 titles for 30 minutes
- ▶ Check out up to 5 titles, no renewals
- ▶ Select lending period of 7 or 14 days; early returns are allowed for eBooks
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- ▶ Titles automatically expire, no fees!

Fast track to ePub eBooks (Windows & Mac users)

- 1.) Go to <http://ccls.lib.overdrive.com/>
 - 2.) Download Adobe Digital Editions
 - 3.) Activate Adobe Digital Editions using an Adobe ID
 - 4.) Check out title and then select download
 - 5.) Adobe Digital Editions opens and downloads title
 - 6.) Activate a supported eBook device using an Adobe ID
 - 7.) Transfer title to device
 - 8.) Safely disconnect device and read title
 - 9.) eBooks can be returned early via Adobe Digital Editions
- Full instructions at <http://www.cclslib.org/overdrive/help.htm>

Troubleshooting FAQs & step by step instructions are available on our website:

<http://www.cclslib.org/overdrive/help.htm>



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Adobe Digital Editions Download Instructions

Visual step by step handouts are available at <http://www.cclslib.org/overdrive/help.htm>

Step 1: Go to: <http://ccls.lib.overdrive.com>

Step 2: Scroll to bottom of left navigation pane, click on *Adobe Digital Editions* under *Digital Software*.

Step 3: Click button - *Get Adobe Digital Editions*

Step 4: On Adobe website, scroll down and click button - *Install*. (Must have administrative privileges)

Step 5: Screen displays - "Application can read & write files. Would you like to continue?" Click *Install*.

Step 6: Screen displays - "Press yes to download and continue the installation." Click *Yes*.

*Step 7: Screen displays - "Check the components you want to install and uncheck the components you don't want to install." (Most users keep the default selections.) Click *Next*.

*Mac users: Follow screen instructions.

Step 8: Screen displays - "Setup will install Adobe Digital Editions in the folder listed. To install in a different folder, click *Browse* and select another folder." (Most users keep the default folder listed.) Click *Install* to start the installation.

Step 9: Wait for Adobe Digital Editions Setup to display **Completed** then click *Close*.

Step 10: Screen displays the license agreement for Adobe Digital Editions. Click *I agree* to complete the installation process.

Step 11: Adobe Digital Editions opens and a shortcut is added to



the desktop.

Please note: Adobe Digital Editions does require the Adobe Flash Player. See the online help guide for the correct version for your operating system.

Adobe Digital Editions also requires JavaScript to be enabled in your browser to install.

Activation of Adobe Digital Editions with an Adobe ID allows users to read DRM-protected Adobe eBooks, allows users to download eBooks on up to 6 computers/devices activated with the same Adobe ID, and allows the transfer of Adobe eBooks to supported devices activated with the same Adobe ID.

Further instructions: www.cclslib.org/overdrive/help.htm