



How to Check Out Bridges eBooks for OverDrive

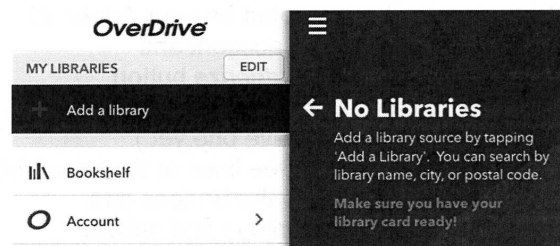
For assistance, contact the Manson Public Library
at 712-469-3986 or by email at mansonpl@ncn.net



First, you will need to download the OverDrive app from the appstore.
You may be prompted to sign up for (or sign in with) an OverDrive account.
If you choose to sign in, this will allow you to sync your content across devices.
The OverDrive sign in information is not the same as your library card/Bridges sign in information.
Next, you will be prompted to sign in with (or sign up for) an Adobe ID.
Once you have completed the sign up process for OverDrive and Adobe ID,
you may need to log in to your email to verify your account(s).

****Please note, the sign up process for OverDrive and Adobe ID will only need to be completed the first time you use OverDrive and your Adobe ID.****

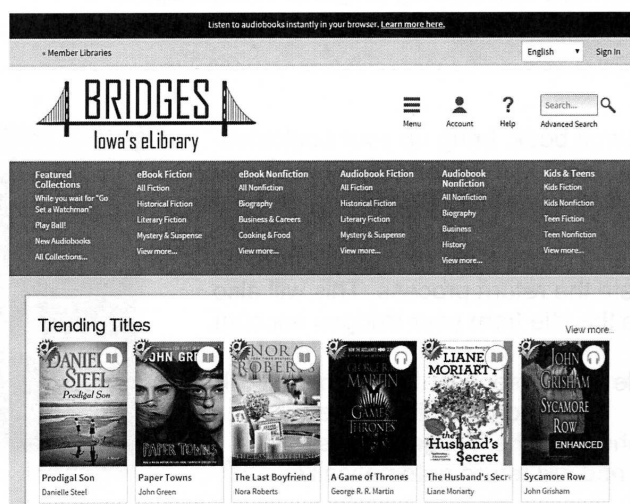
After signing in, bring up the OverDrive app.
Click on the *menu* button, then click *Add a library*.
Search for, then click on *Manson Public Library*
then click the star next to *Bridges*.
This will add the Bridges system to your library in
OverDrive so it can be easily accessed.



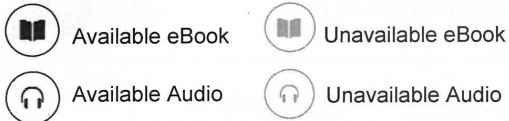
After adding the Bridges library to your OverDrive app, click on *Bridges* to go to the website.
You can also visit the Bridges website at bridges.lib.overdrive.com.
Click *Sign In* at the top right of the Bridges page.
You will be asked to *choose your library's name* and then
enter your *library card number* (all numbers together, without spaces) and your *PIN*.
You may be given the option to save this information on your device.

(Contact the library if you do not recall your PIN or if you need to create a new PIN.)

Several categories are available at the top of the screen including *Featured Collections*, *eBook Fiction*, *eBook Nonfiction*, *Audiobook Fiction*, *Audiobook Nonfiction*, *Children & Teens*, as well as a selection of most popular titles.
You can also click on *Advanced Search* at the top right corner of the page to narrow your search results by desired title, author, subject, or by format.
Clicking on *Account* will show your bookshelf, including items currently checked out with their due date(s) holds, lists, and links to personal settings.



As you browse the titles and categories, the icons in the upper right corner will indicate the material type and availability of an item.

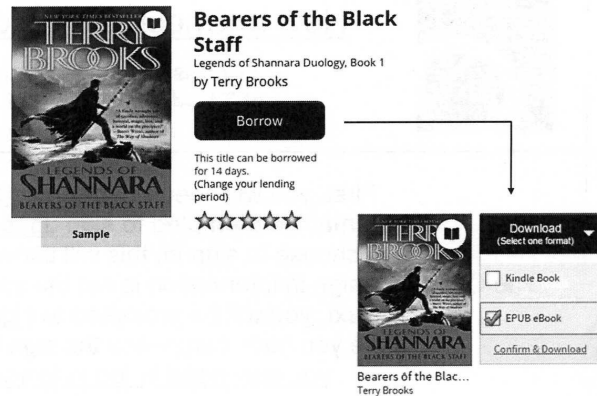


When you see a title that you would like to check out, click on the book and then click *Borrow* then click *Go To Bookshelf*.

If a title you would like is unavailable, you can place a hold on it or add it to your wish list.

After clicking *Borrow*, click *Download*.

Check the box next to *Adobe EPUB eBook*, then click *Confirm and Download*.



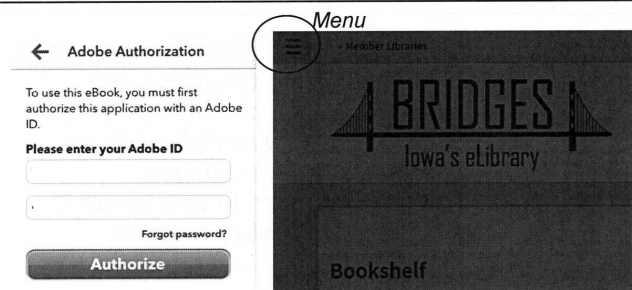
Next, you may be prompted for your *Adobe ID*.

Log in to your account and click the green *Authorize* button.

(You can also sign up for an Adobe ID if you do not have one yet.)

Click on the *Menu* icon (three lines at the top of the screen) to return to the Bridges app.

Your book will download and appear on the bookshelf.

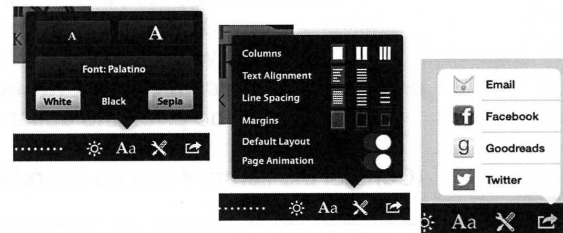


To begin reading, click on the cover of the book.

Turn pages by swiping across the screen or tapping the screen. Tap in the center of the screen to bring up settings and features of the eBook reader.

Icons at the lower right corner allow brightness to be adjusted as well as font color and style.

You can also change the layout for easier readability or share titles and reading progress in other apps.



To return a book, bring up your bookshelf. Tap and hold on the cover of the book you wish to return. Tap *Return*.

You will be asked if you are sure you wish to return the title. Tap again on *Return* to complete the return process. This will also remove the title from your Bridges account.

If a title is not intentionally returned, it will expire on the given date (shown in the Bridges bookshelf) and will return automatically.

