### How to download CLAMS eBooks on the iPad

Similar steps may also be used for iPhone and iTouch. Select correct app depending on device.

First Register your iPad following device instructions.

#### **Preparation**

If you don't already have an Apple ID go to **Settings** on the iPad or set up an ID at <a href="http://www.apple.com/">http://www.apple.com/</a>. You will need a free Apple ID to download the OverDrive app

What you need: iPad, a valid CLAMS library card, Wi-Fi access, Apple ID, Overdrive Media Console app for iPad, Adobe authorization.

#### On your iPad

Search for OverDrive Media Console using the App Store icon.



Download the free OverDrive Media app for **iPad.** Tap Free (next to App description)
Tap Install.

Open the OverDrive App

- Tap **Settings** at the bottom of screen.
- Under eBook Settings
- Select Authorize with Adobe ID\*
- Key in your Adobe ID (usually your email address) and password and click
- Authorize.
- This authorizes you to use CLAMS ePub ebooks on the Ipad.
- \*If you don't' already have an Adobe ID and password, click on "**Get a Free Adobe ID**". This brings you to https://www.adobe.com/cfusion/membership/index.cfm where you can set up a free Adobe ID.

### **Setting CLAMS as your library**

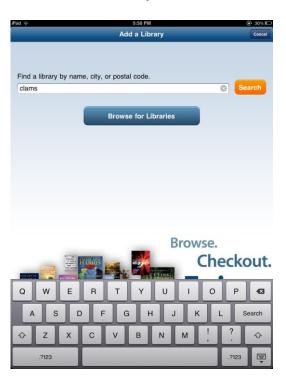
In the Overdrive App

- Tap the **Get Books** option upper right
- Tap Add a Library.





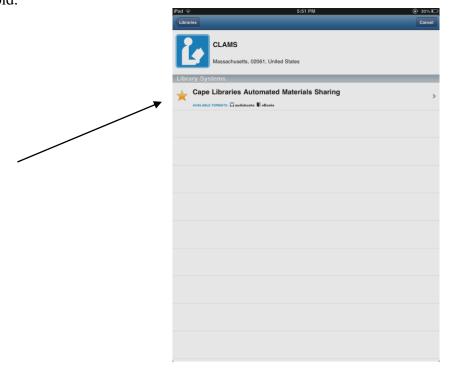
- Key in "CLAMS" or your local CLAMS library.
- Search.





 Select CLAMS or your local library (either will retrieve CLAMS or Cape Libraries Automated Materials Sharing)

Check the star next to Cape Libraries Automated Materials Sharing (CLAMS). The star displays in gold.



This sets CLAMS as your favorite library resource for ebook downloads. You will not have to select a favorite library next time.

• Tap to open Cape Libraries (CLAMS) mobile digital download site.

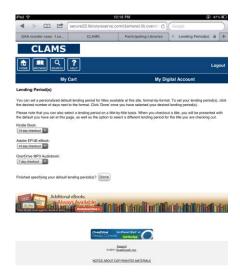
#### Browse, Search, Checkout

The Mobile site displays

• ePub ebooks and MP3 audiobooks display on the mobile website. These are the two formats that you may download directly on your iPad.

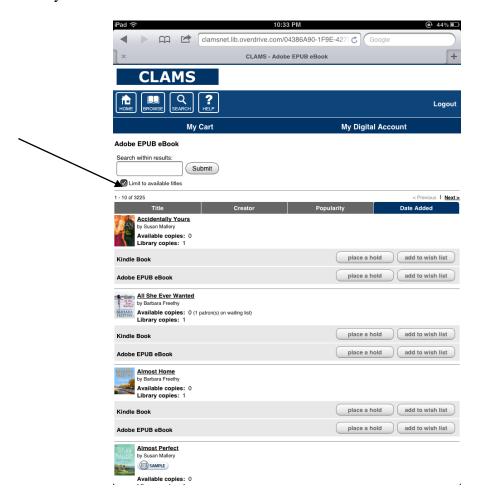


- Log in to My Digital Account using your library card number.
- Select your library from the drop down list of CLAMS libraries (CLAMS library where you were issued your library card)
- You may pre-set lending periods by selecting "My lending periods" in your account.
- The choices are: 7 or 14 days. Select a lending period for each format.



- Browse or Search for a title.
- If it's available you will see "Add to Cart" next to the title. (If the title is out you may Place a Hold)

• You may **limit to available titles** in either browse or search.



- When you have selected a title
- Add to cart, either continue browsing or
- Proceed to checkout.
- Checkout the title within 30 minutes! **Titles are removed automatically from your cart after 30 minutes.**
- Checkout
- Confirm checkout
- Download.
- Tap on the book cover to start reading.

If you wish to download additional titles go back to the option "**Get Books**" To view your titles click **Bookshelf** upper right corner.

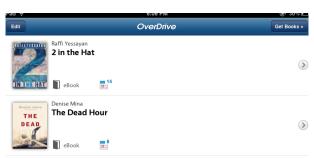
#### **Holds**

If you **place a hold** you will receive an email when the title is ready to check out. The email will indicated that you have up to 3 days (72 hours from the time the email was sent) to check out the title. If you do not check out the title within 3 days, the title goes back into the collection or on to the next patron in the wait list. It is removed from your holds list.

# How to return an ebook early (before due date) on your iPad

In Bookshelf view go to

Edit (upper left)



A red circle appears next to each book

Tap the red circle

A red delete button appears to the right of each title.

Tap Delete.

# Select Return and Delete.

This removes the title from your account, freeing up one of your 5 allowed loans and makes the title available to other patrons.

