

## Downloading Audio Books at the Weeks Public Library on your own PC or Mac:

click on the Download Audio Books Icon from our website: [www.weekslibrary.org](http://www.weekslibrary.org)  
this takes you to the New Hampshire Downloadable Audio Books site

*Free software and a list of supported players can be  
found at the bottom of the left blue panel.*

### **Install important software:**

- Install the most current version of OverDrive Media Console (3.2 at this time), select Mac or Windows format (find under free software at bottom left blue panel)
- Install Windows Media Player and perform the Windows Media Player Security Upgrade for PCs
- Install the most current version of iTunes and QuickTime if transferring to an Apple device (available at [apple.com](http://apple.com))
- Install Zune application if transferring to a Microsoft Zune (available at [zune.net](http://zune.net))

### **Find a title:**

- Browse the collection
- Select a title to Add to Cart (only 3 titles may be checked out at a time, loan period is 7 days)
- Place a hold if necessary. Supply an e-mail you check frequently so you don't miss the 48 hour hold period.
- Continue Browsing or Proceed to Checkout

### **Checking out the title(s):**

- At Sign In select Weeks Public Library or Greenland from pull down lists
- Library Card Number: Enter the library code followed by your 4 digit library card number, do not use the zeros (contact the library for the code)
- Click on "sign in"
- Proceed to checkout
- Read and agree to service terms
- Click on Confirm check out

### **Getting the title:**

- Click on Download Book
- Using the OverDrive software: burn CDs, if available, or transfer titles to your MP3 player or Apple device within the 7 day loan period. Sign out when you're done downloading from your account

### **Special considerations for Apple devices:**

- Set the iPod® to 'Manually Manage Music' setting. You do not want the iPod® to 'sync' with iTunes.
- When using Windows and an iPod® make sure the iPod® is formatted for a Windows based computer.
- Install iTunes (large file) and QuickTime even if using a PC.
- Make sure to upgrade to OverDrive Media Console v3.2.
- Use the OverDrive Media Console Transfer Wizard to transfer the files to your iPod®. Read and follow any instructions that come up.
- After files are downloaded, open iTunes and find the files on your iPod. Change the genre to "Spoken Word" to enable the resume playback feature for these titles by selecting the titles, opening the "File" menu >> Get Info >> Change the genre to "Spoken Word."
- Note: The MP3 files are quite large and will take longer to download than the WMA files.