

# OverDrive: e-Books for Offline Use (Windows PC or Mac)

## Sign up for an Adobe ID, Install Adobe Digital Editions

### Step 1: Sign up for an Adobe Account (Adobe ID):

- Go to [www.adobe.com](http://www.adobe.com) and click on **Sign In**.
- Click on **Create an account**.
- Fill out the form to create an **Adobe ID**. Write down the email address and password you use.

### Step 2: Install *Adobe Digital Editions* (ADE) on your computer.

- Visit [www.adobe.com/solutions/ebook/digital-editions/download.html](http://www.adobe.com/solutions/ebook/digital-editions/download.html).
- Click the download link for Macintosh or Windows
- Once the installer is downloaded, open and run it.
- Follow the prompts in the setup wizard. ADE will be installed on your computer.



Adobe Digital Editions

### Step 3: Authorize *Adobe Digital Editions* (ADE) on your computer.

- Open Adobe Digital Editions.
- If you are not prompted to authorize ADE the first time you open it, go to *Help > Authorize Computer*.
- Select **Adobe ID** from the **eBook Vendor** drop-down menu.
- Enter your Adobe ID (your e-mail address) and password, then select **Authorize**.

## Search for and Download e-Books via OverDrive website

1. Visit [melsa.overdrive.com](http://melsa.overdrive.com) in your web browser.
2. Click the orange Sign In button. Select *Ramsey County Library* from the menu and click **Sign in**.
3. Log in with your Ramsey County Library barcode and PIN.
4. *If you see a screen that reads **Continue to Account Set-up**, use the instructions on the reverse of this sheet. Otherwise, continue to step 5.*
5. Search for a book with the **magnifying glass**. Or browse for a book under **Subjects** or **Collections**.
6. Select a title and touch the orange button labeled **Borrow**. On the next screen, choose the time period to borrow the item (default is 21 days) and click the orange **Borrow** button.
7. Select the purple button labeled **Download EPUB ebook**.
8. A Device Compatibility Notice may appear concerning Adobe Digital Editions. Click **Confirm**.
9. If using Google Chrome: The book will download. Click on the downloaded file (bottom left).  
If using the Safari browser: The book will download into your **Downloads** folder. Click on the downloaded file.  
If using Microsoft Edge: A dialog box will appear. Click **Open File**.
10. The book will open in Adobe Digital Editions.

*Tip: Use the slider underneath the book or scroll down to advance pages. Use the table of contents to jump between chapters or sections of the book.*

Need more help? Check our e-books page:  
[www.rclreads.org/overdrive-libby](http://www.rclreads.org/overdrive-libby)

# Setting Up Your MyRCL Catalog Account

*Note: If you see a screen that reads Continue to Account Setup, follow the instructions below. You will only need to complete this process once.*

1. Touch **Continue to Account Setup**.
2. Verify your name and birthdate. This information comes from your Ramsey County Library account. If any information is incorrect, please notify library staff on your next visit. An email address is optional but recommended.
3. Touch the red **Continue** button
4. Create a unique username. The username can contain up to 24 characters, including letters, numbers and underscores, but no spaces or other special characters. Children under 13 must create a username by selecting options from two drop-down menus: a color and an animal. A number will be generated and added to the end of their username to ensure uniqueness.
5. Accept the **Terms and Conditions** by touching the checkbox.
6. Touch the red **Complete Account Setup** button.
7. Touch the white button that reads **Go back to what I was doing**.
8. Proceed to Step 6 on the front side of this help sheet under **Search for and Download e-Books via OverDrive website**.

**Need more help? Check our e-books page:  
[www.rclears.org/overdrive-libby](http://www.rclears.org/overdrive-libby)**