eBook Setup Instructions – iPad and Tablet devices

Puke Ariki subscribes to two eBook databases – ePukapuka and Bolinda. Go to the Puke Ariki Library website for more information http://www.pukeariki.com/Libraries/E-books

Getting up and running with eBooks from the Library:-

1. Connect to the internet
2. Go to your App Store and download and install the Overdrive and BorrowBox Apps
3. Open Overdrive and BorrowBox and create an account for each. Check your email as you will need to verify your account:-
   Email:-   _____
   Password:-   _____
4. If prompted, enter your account details to **Authorize** your device
5. You only need to complete these steps once, then your device will stay Authorized

   ePukapuka:-
6. From within the Overdrive App, swipe from the left side of the screen to the middle to open the options, or click on the button with the three lines in the top left of the screen
7. Select Add a Library and search for Puke Ariki. "Star" this as a Favourite so it will be saved. Click on this library to open Puke Ariki's ePukapuka.
8. Click "Sign In" on the top Right of the screen and select Puke Ariki Libraries from the drop down box when asked to select your library. Use your **Library Barcode number** and **PIN** to log in. Ask a friendly library staff member if you need help setting up a PIN for your Library account.
9. You can now browse or search for an eBook to borrow:-
   a. Use the genres available in the menu at the top to narrow down your search
   b. Type a title or author into the search box to see if it is available
   c. Look on the left hand side of the screen where you can view "**All titles**" or just those "**Available Now**".
   d. You can choose to view the **Covers** or by a **List**. The List option is useful to see how many copies there are, a blurb and how many holds might be on the item.
10. When you have found a book you would like to borrow, click on the **Borrow** button. You may also wish to add other titles you are interested in reading at a future time to your "**Wish List**".
11. The **Account** section shows your Bookshelf, Holds, Lists, how many books you have out and when your books are due. From the **Bookshelf** you can **Download** the book in EPUB format and it will automatically open in your Overdrive App.
12. From within the App press in the middle of the screen to see options for controlling the Brightness, Font size, Screen Orientation, Bookmarks and Contents etc.
13. To **return the book** or check on **how many days you have left**, swipe from left or click the button with three lines in the top left of the screen to access your **Bookshelf**. From here long press on a book cover to Return, Delete or Share this title.

    Bolinda:-
14. Borrowing books from Bolinda is very similar to using ePukapuka. Open the BorrowBox App, create an account, connect to the Puke Ariki Library, browse or search for a book and click Borrow. To Return the book early click on the Return button next to the title on your Bookshelf.

If not returned early, book titles will automatically expire on their due date and return themselves

**eBooks for Everyone sessions are held regularly at Puke Ariki and the Community Libraries. Check the What's On guide or the Puke Ariki website for times
or contact the library on ph: 759 6060 email: library@npdc.govt.nz for further assistance**