

How to download and transfer MontanaLibrary2Go Audiobooks to your MP3 Player or iPod

If this is the first time you are using MontanaLibrary2Go on this computer...

1. Visit montanalibrary2go.org and scroll to the very bottom of the page.
2. Click on Software.



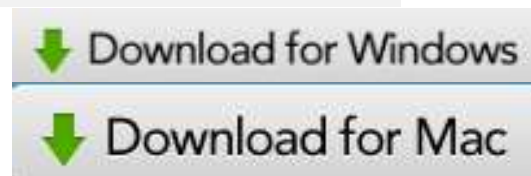
3. Click on OverDrive Media Console



4. A new window will open. Click on the correct type of computer.



5. Click the Download button and follow directions to download and install Overdrive Media Console.



NOTE: *If you are using a Macintosh computer, you can only access MP3 audiobooks (not WMA).*

Log-in:

1. Visit montanalibrary2go.org
2. Click **ACCOUNT**
3. Select your library from the drop-down list.
4. Enter your library card number

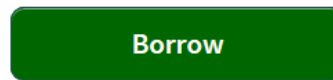


Find, Checkout and Download Titles:

1. Use the search function or browse to find titles. If an item is not available, you may click **PLACE A HOLD** to get in line to check it out.



2. Once you find a title you wish to read, click **BORROW**
NOTE: *The default check-out time is for 14 days. Click CHANGE to check-out for 7 days.*



This title can be borrowed for 14 days.
(Change)

3. Your BOOKSHELF page will open, showing all of the titles you have checked out.
4. Click the **DOWNLOAD** button next to the title you wish to check-out
5. Click the MP3 or WMA for the format.
6. Click **CONFIRM AND DOWNLOAD**.



7. A pop-up menu may appear asking if you want to open or save this file, click OPEN.
8. Overdrive Media Console will open.
9. A pop-up window will open telling you where on the computer the title will be placed when it is downloaded. To agree to the default location (RECOMMENDED), click the **OK** button.
10. Another pop-up window will open, showing the parts to be downloaded. Choose all (DEFAULT) or some of the parts to download. Click the **OK** button.
11. Wait while Overdrive Media Console downloads the file.
NOTE: *Audio files are quite large and can take a long time to download.*
NOTE: *You only have three chances to download a title. If you run out of downloads, please call your library and staff will be happy to reset you downloads.*

Transfer Title to Your Device:

1. Turn on your iPod or MP3 player and connect it to your computer.
NOTE: If you are using an iPod, it must be set to "Manually Manage Music."
2. Click title you wish to transfer. It will be highlighted blue as above.
3. Click Transfer.
4. A pop-up window will open to lead you through the transfer process. Click **Next**.
5. The next window will open, showing the parts to be downloaded. Choose all (DEFAULT) or some of the parts to transfer. Click **Next**.
6. Wait while Overdrive Media Console transfers the file. Overdrive will open a window telling you when the title has been successfully transferred.

Retrieve a Hold:

1. If you received an email that your hold is available, visit montanalibrary2go.org
2. Click **Account**
3. Select your library from the drop-down list.
4. Enter your library card number
5. Click **HOLDS**
6. Click **BORROW** and follow regular check-out procedures.

