



My Media Mall for Kindle eReaders

Kindle Fire Owners: use the Overdrive Media Console app handout

5-title limit | 7-title hold limit | 21-day loan period | Limit 1 renewal

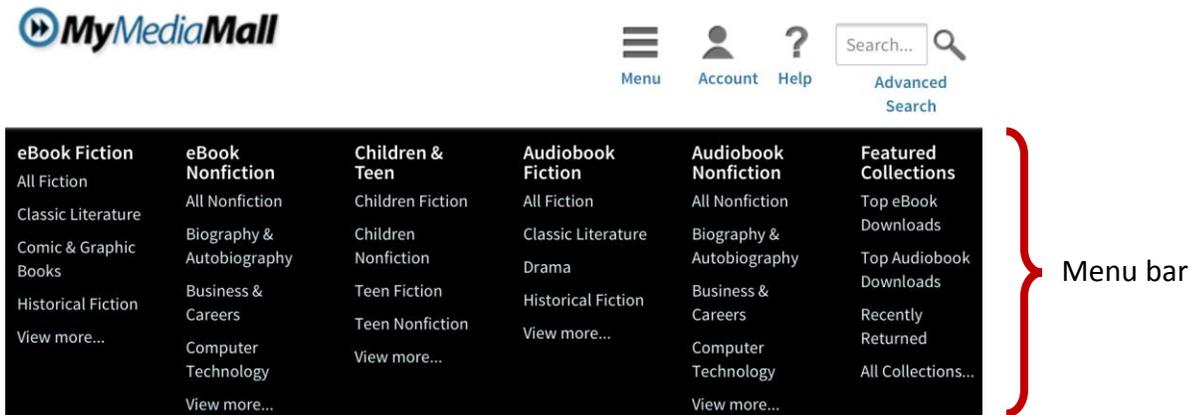
Go to My Media Mall and Sign in

1. Go to www.mymedimall.net
2. Sign in by clicking *Sign in* in the upper right corner
3. Choose “Northbrook Public Library” from the drop-down list of libraries. Enter your entire library card number, without spaces, and click *Log in*.

Find a Title to Checkout: 3 Methods

Category Search:

Tap on a link in the menu bar to see books in a category:



If the menu bar disappears, tap on  to bring it back.

Menu

To see only those books you can check out right now, tap results list.



Quick Search:

Search for a book by entering an author, title, or keyword in the search box

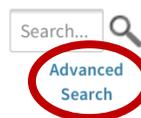


to perform your search



Advanced Search:

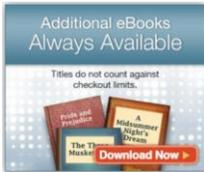
1. Tap “Advanced Search” under the search box
2. If you want, type in Title or Author/Creator
3. You can also choose a subject from the menu under “All Subjects”
4. Choose a format under “All Formats”. For an ebook, select “KINDLE BOOK”. Only ebooks in the KINDLE BOOK format will work on your Kindle eReader



- If you want to see only titles you can check out right now, check Show only titles with copies available
- Tap “Search” to see titles that match your choices

“Always Available” eBooks:

“Always Available” ebooks are older books in the public domain whose copyright has expired. They never have to be returned and do not count against your check out limit of 5 items. Click on the My Media Mall icon  to return to the homepage. Scroll down and click the “Always Available” image:



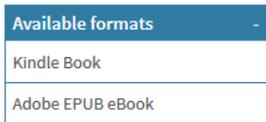
On the “Always Available” page, you can search for an ebook or choose a subject from the list, check it out, and download it.

Except for “Always Available” ebooks, titles you check out stop working after 21 days. You can renew the title 1 time if no one is on hold for it . You can have up to 5 titles checked out and 7 titles on hold at any time.

Check Out a Title

If you’ve found a title you wish to check out, **tap on the cover** to read more about it and check it out:

- After tapping on the cover, check in the upper right corner or directly below the cover image to see if the title is in **KINDLE BOOK** format. Look under “Available formats” on the page to verify this:



- If the book is available in the correct format of KINDLE BOOK, tap on 
- The book is immediately checked out to you and you are taken to the “Bookshelf” view in your account

Download the Title

- In your Bookshelf, click on the  button next to the title
- Tap to choose the format (**KINDLE BOOK**) if given a choice, and click “Confirm and Download”



- You will be taken to Amazon.com

If your Kindle is not Wi-Fi compatible, or the title you’re checking out indicates that it is **USB only, skip to the “For Kindle ereaders without Wi-Fi capability or for “**USB Only**” Titles” instructions below**

For Wi-Fi capable Kindle ereaders:

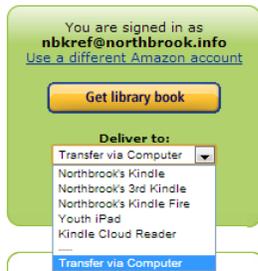
1. At Amazon.com, click  and sign in with your Amazon account information
2. From the drop-down list on the next page, select the Kindle device to which you want the ebook delivered



3. Click “Get Library Book” or “Continue”. The ebook will be sent to your device.
*You **do not** need to download the book to your computer after you’ve sent it to your device.*
4. On your Kindle ereader, go *Menu*, then *Settings* and make sure you are connected to a Wi-Fi network
5. If you are on a Wi-Fi network, the title will appear on your Kindle. If the title doesn’t appear on your Kindle immediately, on your Kindle press *Menu*, then choose *Sync & Check for Items* to force it to appear.

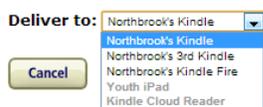
For Kindle ereaders without Wi-Fi capability or for “USB Only” Titles:

1. After borrowing an ebook on My Media Mall, sign into Amazon.com by clicking 
2. After signing in, select “Transfer via Computer” from the list of devices, then click *Get Library Book*:



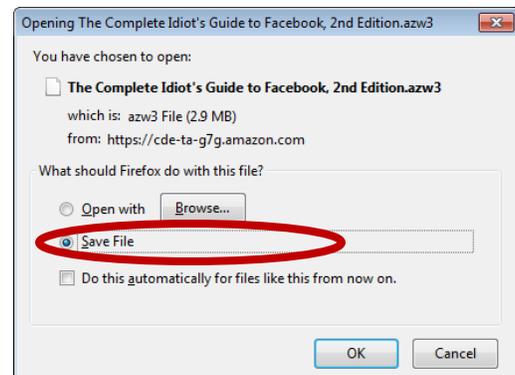
3. Select which device you plan to put the ebook on and click “Continue”

Northbrook, please choose which Kindle you plan to transfer your title to via USB:

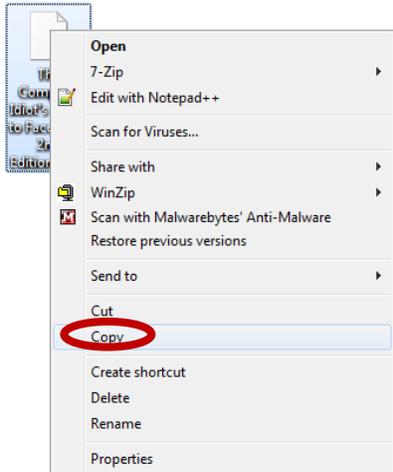


Need Help? [Visit Kindle support](#)

4. The ebook might automatically save to your computer. If not, click *Save* when a window opens, or choose *Save File* and then *OK*.



- The ebook will be saved wherever you have your downloads set to save to. Typically, this is the “Downloads” folder on your computer
- Locate the ebook on your computer and right-click on it, then select “Copy”



- Plug in your Kindle ereader and locate it on your computer. Double-click on it to open it, or open it to view its files when prompted
- Locate the “Documents” folder in your Kindle. Mouse over the *Documents* folder in your Kindle, then right-click and select “Paste”.
- The ebook will now be in your Documents folder and you can read it. Be sure to eject your Kindle reader before disconnecting it.
- eBooks are only readable when saved to the Documents folder.** If you don’t paste the ebook into the Kindle’s *Documents* folder, it will not open on your device.

Place a Title on Hold:

If a copy is NOT available, you can tap . Type in your email address. You will receive an email from *My Media Mall* when the title is available to check out. You will have exactly 72 hours to go into the app, log into *My Media Mall*, and check it out from your account ( , and look under “Holds”). You can have up to 7 titles on hold at any time.

Return a book:

You can return Kindle-format checkouts early.

On your personal computer or tablet, go to the Amazon website, www.amazon.com

Click  in the upper right-hand corner of the screen.

Sign into your Amazon account. Click [Manage Your Kindle](#) and your list of Kindle titles will be displayed.

Click  by the title you wish to return, then “Return this book”

Click “yes” to confirm. The title is now returned.



Renew a Title



Titles may be renewed once and only if there are no holds on it. An eligible title will be available to be renewed **3 days prior** to its due date.

In the app, go to the *My Media Mall* site and sign in. Tap on your account () and then tap *Bookshelf*. If a title can be renewed, tap the *Renew* link.

Renewals in My Media Mall behave like holds: after tapping *Renew*, you will be placed on the holds list for the title. When your original checkout expires, you will receive an email that a hold on that title is available for you. Go into your account in *My Media Mall*, tap on *Holds*, borrow it, and download the title again via the instructions above.

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