



My Media Mall for Tablets & Smartphones

For iPads, iPhones, Android tablets/smartphones, and Kindle Fires

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

Download the *OverDrive Media Console* app

Visit the app store on your device and search for the free **OverDrive** app. Download and install it.

Sign up for an OverDrive Account (Required)

An OverDrive account can be used on up to 6 devices at once.

- Tap on the app to open it
- Tap *Sign up* to create an account
- Enter your name, email address, and create a password. Tap *Sign Up*.

If you are under 13 years of age, tap *Continue* and an account will be created for you for use *only* on that device.

Go to My Media Mall and Sign in

1. Tap the *home menu icon* in upper right corner of the app:



Home menu icon for Apple devices



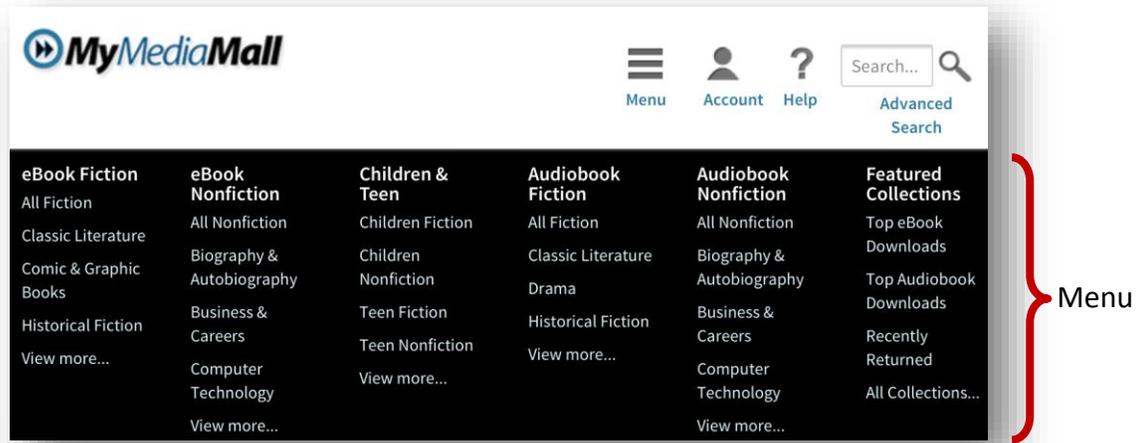
Home menu icon for Android devices

2. Tap *Add a library* at the very top of the app. Enter Northbrook's zip code, 60062, on the *Search* line. Tap the *Search* button
3. Tap *Northbrook Public Library* on the list, then tap *My Media Mall* to save the link as a bookmark and go the *My Media Mall* site, where you will choose and checkout titles
4. At  **MyMediaMall**, sign in by tapping *Sign In* in the upper right corner
5. Choose "Northbrook Public Library" from the drop-down list of libraries. Enter your entire library card number, without spaces, and tap "Sign In"
6. **Set your default loan period to 21 days:** tap on *Account*  then *Settings*. Select *21 days* for ebooks and audiobooks and tap *Save*

Find a Title to Checkout: 3 Methods

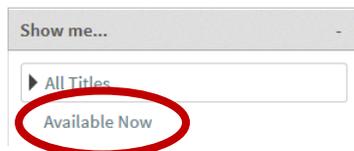
Category Search:

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.

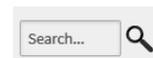
To see only those books you can check out right now, tap *Available Now* on the left of the search results:



Apply other filters on the left of the screen to refine your search results

Quick Search:

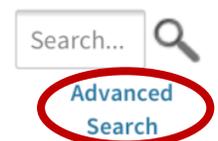
Search for a book by entering an author, title, or keyword in the search box



Tap the  to perform your search

Advanced Search:

Tap *Advanced Search* under the search box and select whatever options you wish (format, subject, author, show only copies available now, etc.) to apply all desired filters at once.



Check Out a Title



If you've found a title to check out, **tap on the cover:**

1. To read more about the book tap on **more** to view the detail
2. To check out, tap the *Borrow* button. The title is immediately checked out to you. You are taken to the *Bookshelf* view in your account online
3. If the book displays "Place a Hold" the title is not available for checkout. See below on how to place a hold

The ONLY formats that will work with the OverDrive App are EPUB and Open EPUB for ebooks and MP3s for audiobooks. Tap "more" on a book cover to see all its formats

Download the Title to Your Device

1. In your Bookshelf, click on the  button next to the title
2. Tap to choose the format (**EPUB, Open EPUB or Overdrive MP3**) if given a choice, and click "Confirm and Download"



3. The title will be downloaded to the app's bookshelf. Tap the home icon and then tap  Bookshelf to see your book. Tap on the book cover to open it

Place a Hold:

If a copy is NOT available, tap



- Type in your email address. You will receive an email from *My Media Mall* when the title is available to check out
- To have the title automatically check out to you when it becomes available, check the appropriate box

Automatically borrow this title when it becomes available.

With automatic borrowing turned on you still need to go in to your account and download this title to your device. **Your check out period starts from the time the title is checked out to you, not from the time you download it.**

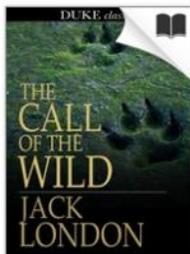
- You will have exactly 72 hours to go into the app, log into My Media Mall, and check it out from your account (👤), and look under “Holds”). You can have up to 7 titles on hold at any time

Return a Title

1. Titles expire after three weeks. Titles can be returned early. In the app, tap the home menu icon and then tap  Bookshelf
2. Press and hold your finger on cover of the title you wish to return. Tap *Return*. Confirm it by tapping *Return* again when asked



Renew a Title



The Call of the Wild
Jack London



Titles may be renewed once. An eligible title will be available to be renewed **3 days** prior to its due date.

1. In the app, go to the *My Media Mall* site and sign in.
2. Tap on your account (👤)
3. Tap *Bookshelf*. Tap the *Renew* link next to the title. *If grayed out, others are on hold ahead of you.*

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

Northbrook Public Library | 1201 Cedar Lane, Northbrook Illinois, 60062 | 847.272.6224 www.northbrook.info
Need more ebook help? Northbrook residents can set up a 1-on-1 appointment by calling the Multimedia Department