

Use any Kindle-accessible device to read LibraryOnTheGo Kindle books!

A. Identification of different versions of the Kindle

Kindle	\$79	6" Display, light weight, E Ink, Built in WiFi, 2GB Storage (1,400 Books) , 1 month battery
Kindle Touch	\$99	6" Touch Screen Display, Audio, Built in WiFi, 4 GB Storage (3,000 Books), 2 month battery
Kindle Touch 3G	\$149	6" Touch Screen Display , Free 3G + WiFi, E Ink, Audio, 4 GB Storage (3,000 Books), 2 month battery
Kindle Keyboard	\$99	6" Display, Built in WiFi, Alphanumerical keyboard, Audio, 4GB Storage (3,500 Books) , 2 month battery
Kindle Keyboard 3G	\$139	6" Display , Free 3G + WiFi, Alphanumeric keyboard, Audio, 2 month battery
Kindle DX	\$379.00	9.7" Display, Free 3G , Alphanumeric keyboard, 4GB Storage (3,500 Books), 3 week battery
Kindle Fire	\$199	7" Color Touch Screen, Wi-Fi , Alphanumeric keyboard, Audio, 8 hr reading OR 7.5 hour video, 8 GB Storage (80 apps + 10 movies OR 800 songs OR 6,000 books)

B. Using Your Kindle USB cord, plug your Kindle into the computer.

(if you have a Kindle Fire, the checkout process can be completed using the web browser on your Kindle Fire)

C. Logging in to LibraryOnTheGo

1. To log on to LibraryOnTheGo, (often abbreviated to LOTG) you must first access the Rochester Public Library Website:
www.RochesterLibrary.org
2. Click on the **"Downloads"** tab to be taken to the LibraryOnTheGo website.
3. Click on **"Sign In"** and select your home library from the drop-down menu.
4. You will then be prompted to type your entire barcode number into the box.

D. Searching for an item in LibraryOnTheGo

1. You can browse for books on the home screen of LibraryOnTheGo by scrolling through the Featured books, typing the name of a specific book into the search box in the upper right or choosing a genre from the eBook categories under the left-hand column.

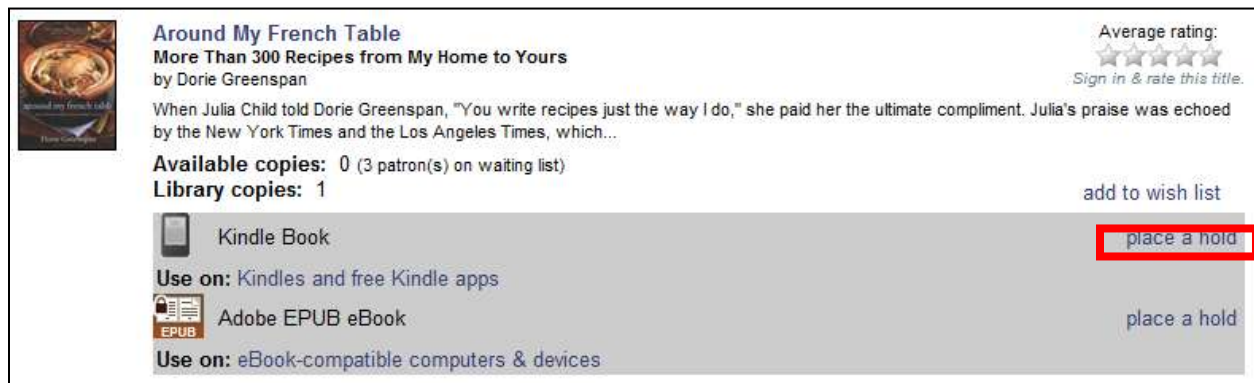
2. TAKE NOTE: LibraryOnTheGo offers items in many formats like audio books (WMA format for Windows, and MP3 audio for Windows and Mac and certain Kindles), a select number of classic movies, and eBooks in ePub, PDF and Kindle books.
YOUR KINDLE WILL ONLY READ KINDLE BOOKS

3. If you would like to search only for items currently available from LibraryOnTheGo, choose **the "Advanced Search" option under the search bar at the drop right of the screen.** You are given several options to search by, including this handy box:

Only show titles with copies available

E. An item already checked out will look like this:

(NOTE: You will only be given the option to place a hold if the item is currently checked out)



The screenshot shows a library item page for "Around My French Table" by Dorie Greenspan. The page includes a book cover, title, author, and a description. It also displays the average rating (4 stars) and the number of available copies (0). A red box highlights the "place a hold" button, which is available for the Kindle Book format. A red arrow points to this button.

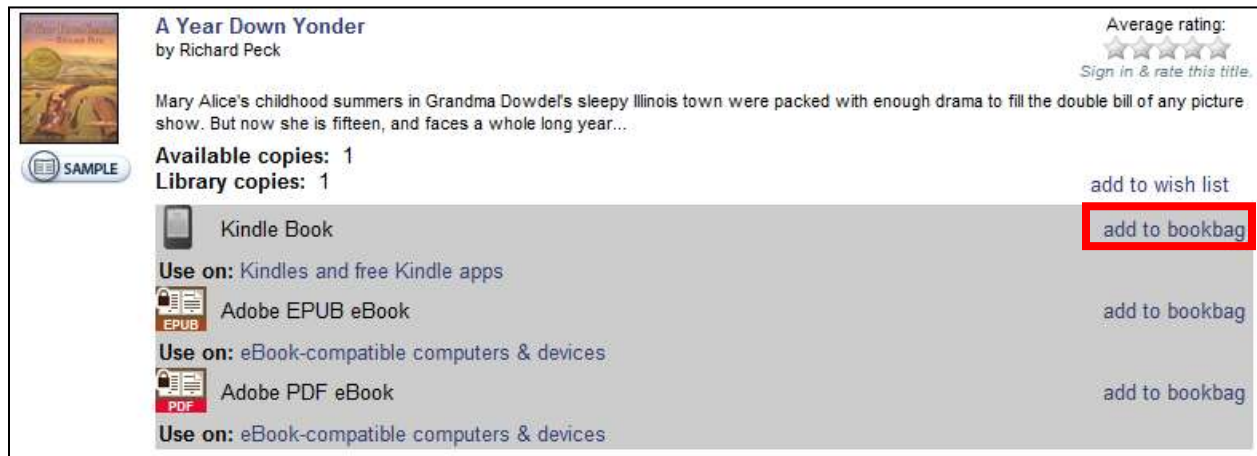
(NOTE: You will only be given the option to place a hold if the item is currently checked out)

1. Placing a hold on an item will allow LibraryOnTheGo to notify you when the title is returned by another user.
2. You will be prompted to enter your email address and an email will be sent when the item is returned.
3. After you receive an email that your item is available you have three days to log-in to LibraryOnTheGo and check it out.

F. What is a Wish List?

1. You can add a title that you would like to read at a later date to your Wish List. Any item, regardless of availability, can be added to your Wish List.
2. Even after checking out an item on your wish, the title will still stay on your wish list to be referenced later.

G. An available item should look like this:



A Year Down Yonder
by Richard Peck

Average rating: ★★★★★
Sign in & rate this title.

Mary Alice's childhood summers in Grandma Dowdel's sleepy Illinois town were packed with enough drama to fill the double bill of any picture show. But now she is fifteen, and faces a whole long year...

Available copies: 1
Library copies: 1

add to wish list

add to bookbag

Kindle Book
Use on: Kindles and free Kindle apps

add to bookbag

Adobe EPUB eBook
Use on: eBook-compatible computers & devices

add to bookbag

Adobe PDF eBook
Use on: eBook-compatible computers & devices

H. Using Your Bookbag

1. **Once you've added an item** to your Bookbag, you have 30 minutes to check out before it is removed.
2. You can have up to 5 items in your bookbag at one time. Remember, you can only have 3 items checked out at once.

I. Proceeding to checkout

1. **Once you have selected your item you can "Proceed to Checkout"**
2. Here, you are given the option to specify your checkout time: 7 days or 14 days.
3. You are reminded at checkout of how many items you have already selected:

My Account Notes:

Maximum checkouts allowed at one time on my library card: 3
Current number of titles checked out: 1
Checkouts remaining after this checkout: 1

J. Downloading Your Kindle Book

1. After checking out your item, LibraryOnTheGo will take you a Download screen. You will be shown your item, the date it was checked out on and the date it expires.
2. **Click on the "Get for Kindle" button to be redirected to Amazon.com's Manage Your Kindle page.**

K. Amazon.com

1. If you are not logged in to your Amazon.com account, you will be asked to do so now.
2. Once you are logged on, you will be taken to the public library listing of your book.
3. On the right side of the page is a green box that will allow you to choose where the Kindle file will be downloaded to.

4. If you have a Kindle Fire, select Deliver to your Kindle and skip to section N. All other models will use the "Transfer via Computer" method.

IMPORTANT: Set your internet browser to allow pop-ups from Amazon.com

5. **Choose "Save File."** If given the option, save the file directly to your Documents file of your Kindle. **If you can't choose where to save the file, it will most likely be in your computer's Downloads file.**

L. Eject Your Kindle

1. After you have transferred your files, you must eject your Kindle from the computer.
2. **Open "Computer" (Vista or Windows 7) or "My Computer" (XP).**
3. Right click on your Kindle.
4. Choose Eject from the drop down menu.

M. Finding the File on your Kindle

1. When you disconnect the Kindle, turn it on.
2. Your new Library book should be at the top of your Library.

N. Returning Your Library Kindle Book

1. You can return your eBooks early.
2. **Once you've finished your book, log onto Amazon.com and find your "Manage My Kindle" page.**

3. Find the Actions drop down button on the far right of the title.



4. Choose the "Return this Book" option from the drop-down menu.



O. Deleting the file

1. The title might still appear in the library on your Kindle. To completely remove it, you need to delete the file from the same drop-down menu that you used to return your book.
2. If the file still remains, open the documents file on your computer, open Documents and find and delete the file.

OTHER THINGS TO KNOW

Audio Books

1. If your Audiobook is equipped with speakers, you can download Mp3 audio books on LOTG.com.
2. You must have the OverDrive Media Console software installed on your computer.
3. After checking out your item, save the file. After you open it in OverDrive, you can choose which parts of the audiobook to download (they can take a while to download)
4. There will be an icon at the top of the OverDrive program, select transfer. If your Kindle is properly connected to the computer, the OverDrive program should detect it and give you the option to send your file there.
- 5. If you can't find the audio file in the library on your Kindle, open up your Kindle file on the computer and drag the file into "Documents."**

Suggest a Title

While the Kindle collection is new and still growing, we always welcome reader input. On LibraryOnTheGo.com under **My Account, there is a link to "Suggest a Title."** These suggestions are sent directly to us here at the library and we will do everything we can to purchase a title for you.

Rating items

You are given the option to assign a Star rating to the books available through library on the go. **Not only do these ratings assist you in keeping track of what you've read and enjoyed, it may help other patrons in choosing a book.**

Lending Periods

Under the My Account heading on LOTG, you have the opportunity to set a preferred lending time. This feature is meant to save you a step at checkout, but you are always able to designate a **particular item's loan time upon checkout.**

Other eBook Providers

Besides LibraryOnTheGo and Amazon.com, you have a variety of other websites to browse for eBooks. Visit the Downloads tab on the Rochester Library homepage (www.rochesterlibrary.org) to find a longer list.

Project Gutenberg (http://www.gutenberg.org/wiki/Main_Page)

Munseys (<http://www.munseys.com/>)

Google eBookstore (<http://books.google.com/ebooks>)

Whispernet

The Whispernet technology that tracks your bookmarks and highlights in your Kindle Books is compatible with your LibraryOnTheGo eBooks. Were you to purchase the book from Kindle at a later date, you should find all your notes intact.