



How to download and transfer eBooks using EBSCOhost

(Works with the Nook, Sony Reader, iPad and other compatible devices)

In order to download eBooks using EBSCOhost and transfer them to an eReader or other compatible device, you must do the following:

- Obtain a valid library card with the Northwest Regional Library System.
- Install free software called Adobe Digital Editions and create an Adobe ID.
- Create a free EBSCOhost account.

Download and Install Adobe Digital Editions

Adobe Digital Editions must be installed in order to read books on your computer. Adobe Digital Editions is available as a free download from their website, <http://www.adobe.com/products/digitaleditions/>. The software allows you to download and transfer digital content in the industry standard eBook formats PDF and EPUB.

When you install Adobe Digital Editions, you are prompted to authorize and activate your computer in order to read protected items and transfer them to other computers and portable devices. You must have an Adobe ID to authorize your computer, and you are prompted to get one at no charge during the installation.

Important Notes:

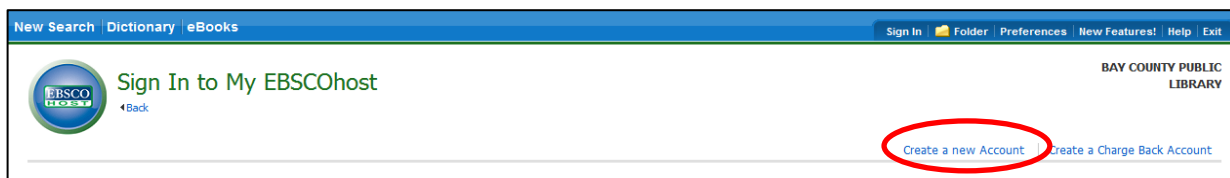
- a. If you want to transfer eBooks from your computer to a portable device, both the device and the computer must be authorized with the same Adobe ID. (All computers, laptops, eReaders, etc. should use the same Adobe ID).
- b. If you do not get your no-charge Adobe ID when you install Adobe Digital Editions, you can create an Adobe account and get an Adobe ID at the Adobe Sign-In Page, <https://www.adobe.com/cfusion/membership/index.cfm>.

Create a free EBSCOhost Account

In order to create an account, follow steps 1 & 2 below, then



click the “Sign In” link in the upper right corner of the page. Once on the Sign In screen, click “Create a new Account” and complete the registration form. You must have a valid NWRLS library card.



Selecting, downloading and transferring eBooks with EBSCOhost

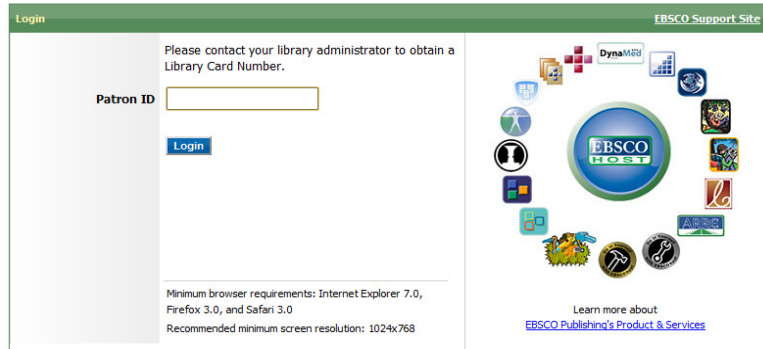
- 1) From our website, www.nwrls.com, click the “E-Books” link under “Books, Etc.”



- 2) Click the link for the EBSCOhost website.

You will need to type in your library card number in the Patron ID box. Your card number is located on the back of your NWRLS library card.

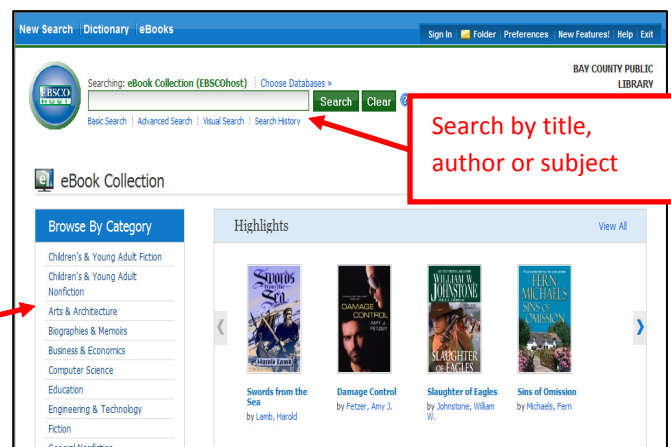
Click LOGIN.



- 3) From the Choose Databases screen, click “e-Book Collection.”

- 4) Browse featured titles or click one of the categories shown on the left side of the screen. To search for a title, author or subject, use the box at the top of the page.

Category Browse



Please Note:

EBSCOhost has many titles in the collection that can only be viewed while you are accessing their website online. Using the advanced search option allows you to limit your search only to titles you can download to your computer and transfer to an eReader. From the Advanced Search Options screen, check the “Download Available” box to limit your search to only items that can be downloaded and transferred.

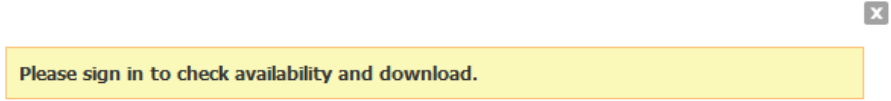
If you are able to download a title, you will have that option. If your only option is “eBook Full Text” then you are unable to download to your computer or transfer to an eReader, however, you can read it online.



5) If you would like to download a book with that option, click “Download (Offline)” to save to your computer.

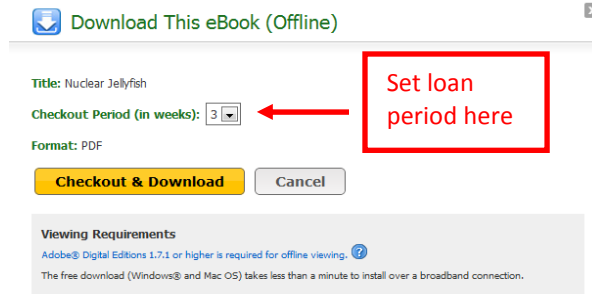


6) If you are not already signed in, you will be prompted to do so. Click “Sign in Now.”

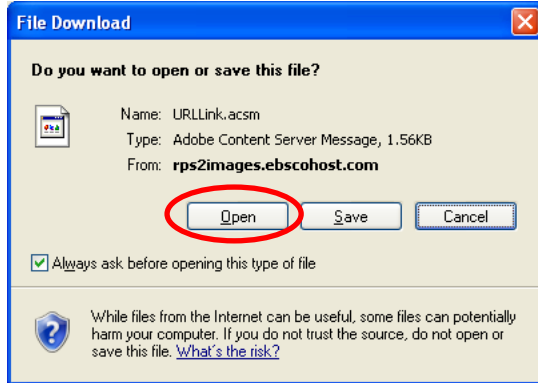


[Sign In Now](#)

- 7) Once signed in you will be able to checkout and download your eBook. The default checkout period for this book is three weeks. Click the down arrow to select a shorter loan period if desired.



Click "Checkout & Download."

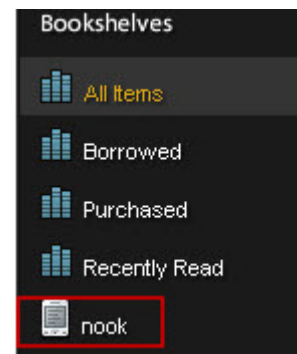


Click "Open" when you see the File Download box.

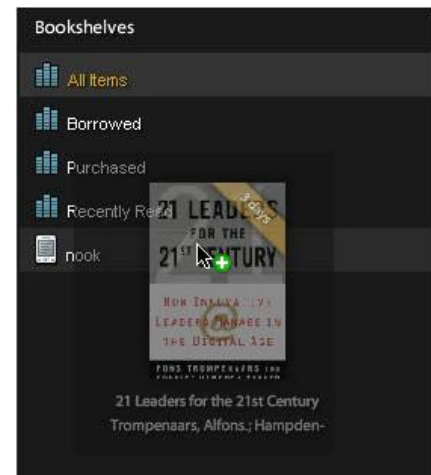
- 8) If you have Adobe Digital Editions installed on your computer, the program should automatically open and your eBook should download and appear on your screen.
- 9) If you would like to transfer the eBook to your compatible eReader, click the Library View button in Adobe Digital Editions.



- 10) If you have not plugged in your eReader, do so now. If your device has not been authorized by Adobe Digital Editions, you will be asked to do so. The device will use the same authorization as the computer you are using to download the eBook.
- 11) Once your computer recognizes your eReader (in this case the Nook) an icon will appear on the Bookshelves list on the left-hand side of the screen.



12) To transfer the eBook to your device, simply click and drag the book icon (or title if you are viewing titles instead of book covers) to your device icon. When the red “x” turns into a green “+”, “drop” the book into the device. The eBook will be transferred to your device.



Instructions for iPad

You cannot transfer an Ebsco eBook directly to your iPad device from Adobe Digital editions. However, you can use Bluefire Reader application. You need to download this free application from the iTunes store.

<http://itunes.apple.com/us/app/bluefire-reader/id394275498?mt=8>

Once you install this application on your iPad, please follow the steps below:

1. Download the eBook from EBSCOhost
2. Save the file to your desktop
3. Open the file with Adobe Digital Editions.
4. You need to authorize your computer with Adobe ID, if you do not have a ID, you can create a free account. (See page 3 for instructions.)
5. After you download the document in Adobe Digital Editions
6. Go to > My Documents\My Digital Editions, copy the PDF of the eBook you have downloaded
7. Send this file to your email address as an attachment.
8. Open the email application from your iPad and download the attachment to view the PDF in Bluefire reader, you need to authorize Bluefire reader with Adobe ID and password.

If you already have the Bluefire Reader installed on your iPad and an Adobe ID, you can also try the following procedure.

1. Use your iPad to access EBSCOhost through the library website. Follow steps 1-8 on pages 1-3.
2. After tapping “Checkout & Download” a message will confirm you have checked out the title successfully. The Bluefire Reader app you have installed on your iPad should then automatically open the eBook **OR** if you have more than one eReader app, you will be asked which you want to use to open the file. Tap the app you would like to use and it should open your eBook file.

For additional assistance, please contact the Bay County Public Library
Reference Desk at 850-522-2107 or send an email to:
referencedesk@nwrls.com

OR

If you are having software or hardware issues related to Downloadable
E-Books, please contact EBSCOhost directly by filling out the EBSCOhost
Support Form, <http://support.ebscohost.com/contact/askus.php>.
Someone from EBSCOhost will contact you.