

eBooks

New and Improved!

New features and e-books have been added to the Thompson School District Overdrive system, making it easier to search for and check out electronic books. Students can access and read books on a computer, e-reader (such as a Nook or Kindle), iPad, or even an iPhone.

How to Access to Thompson School District eBooks:

1. <http://thompson.lib.overdrive.com>
 - a. Sign in

2. **Access the Thompson School District Home Page: <http://thompsonschoools.org>**
 - a. Click on "Select a School" button at the top left
 - b. Select the "Ponderosa" from the dropdown menu
 - c. Hover over "Resources"
 - d. Select "eBook Lending" from the dropdown menu
 - e. Sign in

3. **E-books can also be accessed through our school library's online catalog**
 - a. Follow steps a-c above
 - b. Select Library from the dropdown menu
 - c. Select "Truscott Online Library Catalog" on the left side
 - d. Search for titles in the catalog
 - e. If there is an eBook available, click on the "More Options" button
 - f. Sign in

Signing into Thompson e-books:

Username = first initial, middle initial, last name, last 2 digits of graduation year
(For example, if E.B. White was in kindergarten, his log in would be ebwhite26).

Password = 6 digit lunch code (same as their student ID #). This # is on report cards: for example, 680000. Some students who are new to the district may have to add 00 to the front of their number: for example, **00**680000.

OverDrive How-To Videos:

<http://overdrive.com/help-videos/>

Software Needed:

The first time you use an e-book system you need to load free software (either Adobe Digital editions or Overdrive Media Console). The type of software you need will depend on the device you are using (computer, Kindle, Nook, iPad, etc.). **See link to help videos above.** The software will allow you to return e-books early and check out e-books from Front Range Public Libraries (with a library card number) as well as the District's OVERDRIVE Library.

For a **computer**, click “Software” at the bottom of the Thompson e-book site:

- Select Adobe Digital Editions and click “download Adobe Digital Editions”
- Choose the correct installer for your computer (Window or Mac)
- Follow the instructions to install the free software.
- You may be prompted to create an Adobe Digital Editions ID, using your email address and a password. This Adobe ID will allow you to log into the software from other computers or devices.

Note: For an **iPad, Nooks, and newer Kindles** (such as the Kindle Fire HD), install the free “Overdrive Media Console” app from the app store. **See help videos** on instructions for your particular device.

Exploring eBooks:

1. Click on “account” then “Bookshelf” to see which e-books you have out. You are allowed to borrow 3 eBooks and put 3 on hold. Books are typically borrowed for 2 weeks. They will automatically be returned after that time...No Late Fees!
2. Use “account” to also view books on hold, books in your wish list, or to change settings.
3. You can now search books using the search box or by subject, collection, or reading level.

Selecting and Downloading eBooks:

1. Books that are available to be checked out will have a black book icon in the top right. Books with a white book icon are checked out, but you may request that they be put on hold for you.
2. Click on the desired book.
3. If the book is available, a “Borrow” option will appear. It will show the formats available. If the book is checked out, the “Borrow” button is not there, but you can ask for the book to be put on hold for you by clicking the “Place a Hold” button. It will prompt you for an email address so they can notify you when the book is available. It is against the law for children under 13 to disclose their email address. The first time they will ask for an age. Children under 13 will need their parents to input their own age and email address for hold notifications.
4. To borrow a book, click “Borrow.”
5. Click the purple “Download” button and select the format you desire. Choose “Kindle Book,” if you are downloading onto a Kindle, otherwise select “EPUB eBook,” if available. Other formats include “PDF eBook.” Some books have a blue “Read (in my browser)” button which allows you to read the book on your computer (or other device with internet access) without downloading the software.
6. Open and view, or transfer to a device.

See help videos: <http://overdrive.com/help-videos/>