HOW-TO GUIDE

NOOK GALAXY TAB 4, HD



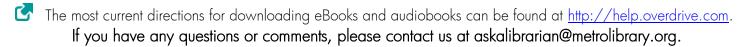
ABOUT

GETTING STARTED:

- You must first create a Barnes & Noble account and associate a credit card with your account in order to use the OverDrive app to download eBooks and audiobooks. In spite of the credit card requirement, the OverDrive app is free. (If you have been using your Nook, you have probably already completed this step.)
- Video tutorials and support documents can be found at http://bit.ly/nookvideo

COMPATIBLE WITH:

- OverDrive READ eBooks (using the browser)
- OverDrive Listen audiobooks (using the browser)
- EPUB eBooks and MP3 audiobooks (using the OverDrive app)
- Kindle eBooks (using the Kindle app)

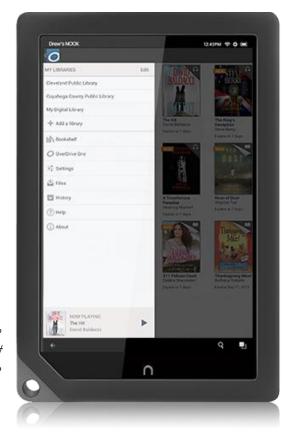




If you have a Nook Color or Nook Tablet, visit http://bit.ly/oldnooks to install the OverDrive app.

- 1. Find and install the OverDrive app using the APPS or SHOP shortcut on your Nook.
- 2. Once the OverDrive app is installed, find it on the Nook and open it by tapping the OverDrive icon:
- 3. You will be prompted to create an OverDrive account that will synchronize your reading \listening progress across multiple devices.

 [Nook Color only] You will have to create an Adobe ID instead of an OverDrive account. Do this by tapping on the icon of a circle with 3 lines in it at the bottom of the screen, then tap App Settings.
- 4. Once your account is created, you can download eBooks and audiobooks:
 - On the OverDrive home screen, swipe your finger across the screen from left to right to open the OverDrive menu. [Nook Color only] Tap the circle icon then tap Get Books.
 - Tap Add a library.
 - Enter your zip code to find a library and then choose the library from the search results to add it to your **Get Books** list. *NOTE: Tap the star icon next to the library's name to save it as a favorite and it does not matter which Metro Library location you choose from the search results.*



- Tap on your library from the OverDrive menu to access the Metropolitan Library System Digital Catalog.
- Tap Sign In and enter your full library card number and your full last name.
- OPTIONAL: To change your lending period from the default of 7 days, tap the Account icon then tap on Settings. Do this before you borrow a title.
- Browse or search the Digital Catalog to find the eBook or audiobook you want.
- Once you have found your title, tap on its cover and then tap Borrow.
- Tap Download and the title will start to download. For eBooks, this process usually takes less than a minute.
- Return to your local bookshelf by tapping the OverDrive icon at the top left then tap Bookshelf. [Nook Color only] Return to your local bookshelf by tapping the circle icon then tap Bookshelf. From there, tap on the title and enjoy.
- For more information about features of the OverDrive app for Nook, visit http://help.overdrive.com.

RETURN TITLES USING THE OVERDRIVE APP

- 1. From the local bookshelf, tap and hold a title to display the return options.
- 2. You can **Return** a book to the library, which also deletes it from your device. You can **Delete** a book from your device, but you will still have it checked out.



OVERDRIVE READ

The easiest way to read an eBook from OverDrive is to do so in your browser. Look for "OverDrive READ" in the Available formats section for titles that can be read in the browser. Reading an eBook in your browser does not require the creation of an Adobe ID or OverDrive account and is supported on the following devices:

- Apple iPhone\iPad\iPod Touch (iOS version 7 or higher)
- Android phone \tablet (version 4 or higher with Chrome, not the stock Android browser)
- Kindle Fire HD 7 and Fire HDX
- Microsoft Surface tablets
- NOOK HD and Samsung Galaxy Tab 4
- Windows 7, 8, or 10 (best with Chrome)

Note: OverDrive Read eBooks may not work on older Android devices, like the NOOK Color and this is not a complete list of devices so to test whether your device can read an eBook in the browser, try reading this sample at http://bit.ly/metroharry. If the book opens, you're set!

You can also read an eBook on a Windows, Linux or Mac computer running one of the following browsers:

- Chrome
- Firefox
- Internet Explorer (version 10 or higher)
- Safari

STEPS

- 1. To check out a book, tap on the cover image, and then tap Borrow.
- 2. Enter your full library card number and your full last name and tap Sign In.
- 3. Tap the Read (in your browser) button to begin reading the eBook.

RETURNING OVERDRIVE READ EBOOKS

- 1. Sign in to your eMedia account with your full library card number and full last name.
- 2. Tap Account.
- 3. Tap the **Return Title** button.

NOTE: Once you have downloaded an eBook, you will no longer have this **Return Title** option available. Adobe EPUB eBooks can be returned through the OverDrive app. Kindle Books can be returned through the Manage Your Kindle section on Amazon.com.

For more information on OverDrive Read please visit: http://help.overdrive.com/.

OVERDRIVE LISTEN (ONLY FOR THE GALAXY TAB 4)

The easiest way to listen to an audiobook from OverDrive is to do so in your browser. Look for "OverDrive Listen" in the Available formats section for titles that can be listened to in the browser. Listening to an audiobook in your browser requires an Internet connection but does not require the installation of software nor the creation of an OverDrive account. OverDrive Listen is supported on the following devices:

- Apple iPhone\iPad\iPod Touch (iOS version 7 or higher)
- Android phone \tablet (version 4.1 or higher) using the Chrome browser (you cannot use the stock browser)
- Chromebook (with the Chrome OS)
- Mac OSX 10.9 or newer
- Windows 7 or newer

You'll also need a current version of one of these web browsers:

- Chrome
- Firefox
- Internet Explorer 10 (or above)
- Safari

STEPS

- 1. To check out an audiobook, tap on the cover image and then tap Borrow.
- 2. Enter your full library card number and your full last name and tap Sign In.
- 3. Tap the Listen (in your browser) button to begin listening to the audiobook.

RETURNING OVERDRIVE LISTEN EBOOKS

- 1. Sign in to your eMedia account with your full library card number and your full last name.
- 2. Tap the Account icon.
- 3. Tap the **Return Title** button.

NOTE: Once you have downloaded an audiobook, you will no longer have this **Return Title** option available. MP3 audiobooks will have to be returned through the OverDrive app.

For more information on OverDrive Listen please visit: http://help.overdrive.com/.

OTHER MEDIA DOWNLOADS



FREEGAL FOR NOOK GALAXY TAB 4, HD, TABLET

Freegal is not supported on the Nook Color. Download 5 free and DRM-free MP3s every week to your Nook with Freegal. Choose from a catalog of millions of songs and thousands of videos.

- 1. Visit the Metropolitan Library System's Freegal site: http://freegal.metrolibrary.org.
- 2. Tap Login and enter your library card number and your full last name as your pin.
- 3. Find the song or video you wish to download then tap the **Download/Wishlist** button:
- 4. Tap Download Now.
- 5. Your download will begin and in the top-right corner, you will see a number next to a blue music note. This notification area shows how many of your 5 weekly downloads you have used.
- 6. To listen to your song watch your video, tap the Nook home button, tap Apps, then tap Play Music.



ZINIO FOR NOOK GALAXY TAB 4, HD, TABLET, COLOR

Zinio provides instant access to hundreds of popular magazines. You can read the magazines online in a browser or download them for viewing on your Nook. No limits, no waiting, and you can keep the issues as long as you want!

- 1. Visit http://zinio.metrolibrary.org and click Create New Account at the top right to sign up for a Recorded Books account. Find the magazine(s) you want and click Checkout Now. In the pop up window, click Start Reading.
- 2. You will be redirected to Zinio's website where, if you're using your Nook, you'll be prompted to install the app. Instead, click the *No thank you, take me back to zinio.com* link to create your Zinio.com account. (TIP: Use the same email and password for both accounts!)
- 3. Nook Color only: Tap the magazine to start reading it. You're finished! All other Nooks: tap the Nook home button, tap Apps, and go to the Play Store to search for and install the Zinio app.
- 4. Once the Zinio app is installed, find it on your device and open it.
- 5. Tap the open book icon at the top right of the Zinio app to sign in with the same email and password you used in Steps 1 & 2.
- 6. Once signed in, you'll see the magazine(s) you've "checked out." To download the magazine(s) to your Nook device, tap the download icon: