

## Using the Kobo Touch or Kobo Glo for eBooks

*If you have a new reader, follow the setup instructions included with your Kobo before getting started.*

### Install and authorize required software

1. You will need to install **Adobe Digital Editions (ADE)** software on your computer before you can download eBooks to your Kobo reader.

<http://www.adobe.com/products/digital-editions/download.html>.

2. Open Adobe Digital Editions. You will be prompted to create an Adobe account and then authorize your computer (**Authorize Computer** function can be found by clicking on **Help** on the top menu bar). You may want to create your Adobe ID beforehand at

<http://www.adobe.com/cfusion/membership/index.cfm>.

3. With ADE open, attach your Kobo reader to your computer via the USB port.

4. A message will appear on your device that a computer is detected. Touch **Connect** on the Kobo display screen for your Kobo to be recognized by ADE. Your Kobo screen will display the message **Connected and Charging**. On the bookshelf area at the left of the Adobe Digital Editions screen, you should see an icon and the description **Kobo eReader**.

5. ADE will display a message telling you to authorize your Kobo device with your Adobe ID.

### Find and Download eBooks

1. Minimize ADE and visit the Toronto Public Library OverDrive site at <http://toronto.lib.overdrive.com>.

2. You can search for titles, authors, or subjects by entering keywords in the OverDrive search bar, or you can browse using the menu on the left side of the screen. Titles will appear with format indicators (PDF or ePUB).

3. When you have found a title you want, select **Add to Cart**. If the title is already checked out, you may request it by selecting **Place a Hold**.

4. From your cart, click on **Proceed to Checkout**. You will have to login with your Library Card Number and PIN.

5. Choose the lending period using the drop-down menu and select **Confirm Check Out**. eBooks can be borrowed for 7, 14, or 21 days.

6. The title is now in your Bookshelf and available for download. When you click the **Download** button, your browser will download an .acsm file, which should automatically open in ADE. If it doesn't automatically open, save the .acsm file and use ADE to open it by double-clicking on the file.

### Transferring eBooks to a Kobo eReader

1. Connect the device to your computer.

2. Open ADE and click on **Library View**. Titles you have downloaded are listed on the right.

3. You can drag and drop the title you would like to transfer onto the Kobo reader icon on the left side of the screen or right-click on the title and select **Copy to Computer/Device**.

### Returning eBooks

1. Click on **Library View** within ADE. Titles you have downloaded are listed on the right.

2. Right-click on the book you want to return and select **Return Borrowed Item**.

eBooks can be returned early in Adobe Digital Editions eBooks cannot be renewed.