

Checking out an item

Step 1. When you find a title that interests you select the link "Add to Cart"

Step 2 At the next screen choose the link "Proceed to checkout"

Step 3. On the sign in page go to where it says "Sign in with your Library card" and select the down arrow menu to choose "Combined Arms Research Library"

Sign in with your regular library card (in limited cases)

Library:

Library card number:

PIN:

Step 4 The next screen will appear as below. Choose the hyperlink that says CARL users **please click here to login.**

Sign In

Access to this site is limited to library patrons only.

Library:

[Combined Arms Research Library users, please click here to login.](#)

Step 5 At the next page below enter your CARL 14-digit library barcode.



This is the login page for off-site access to selected electronic resources of the Combined Arms Research Library.

Please enter your CARL library card 14-digit barcode (**with no spaces**):

Step 6 Click Confirm Check-Out. You have just checked out an audio book. Your book will be checked out for 14 days.

Downloading

As long as you have already downloaded the OverDrive Media Console:

Continue by clicking Download under the Book Jacket.

At the prompt chose to open the file with the Overdrive Media Console

Click OK

A download "Get Media" window appears—Click OK

In the next window check off which parts you would like to download. You may download this book in parts or in its entirety. It is up to you.

Click OK

The book will now download to your OverDrive Media Console.

From here you will be able to listen to it on your PC using Windows Media Player, transfer it to a compatible MP3 player, or in some cases, burn it to a CD.

Listen on your PC

(**using Windows Media Player**) Click the PLAY button on the top left of the OverDrive Media Console.

Transfer to your MP3 Player

Plug your MP3 player into a USB port.

Click Transfer on the OverDrive Media Console.

The OverDrive Media Console Transfer Wizard will pop up.

Click Next

Click Next



CARL Audio Books



Overdrive Collection

Downloadable Audio Books Start Guide



Always Available—You can search and checkout titles 24/7.

Convenient— search our collection of books from anywhere you like whenever you like

Portable—in addition to listening on your PC you can download to a portable MP3 player. Many titles may also be **burned to CD**

**COMBINED ARMS
RESEARCH LIBRARY**

Phone: 913-758-3053
E-mail: leav-carlref@conus.army.mil

Overdrive Downloadable Audio Books—Start Guide



How to Get Started

To access Overdrive's downloadable audio books you'll need:

- A valid library card
- Access to the Internet from your own personal computer
- Overdrive media Console (free download) for the PC on which you wish to download your audio book

Visit this url to download your free Console:

<http://www.overdrive.com> Look for and select this icon to begin the download:



Please note: The very first time that Windows Media Player attempts to open a DRM-protected file, it will alert you that a Security Update must be performed before the file may be opened. The update takes just a few moments, and must be performed before Microsoft Windows Media Player will allow any DRM-protected files to be played.

OverDrive Media Console

OverDrive Media Console utilizes Windows Media Player 9 and above to play audio books, music, and video titles. OverDrive Media Console also performs the transfer of these titles to CDs and supported portable devices (MP3).

Compatible portable devices are listed at:
www.overdrive.com/deviceresourcecenter

Frequently Asked Questions

How large are the E-Audio files? A typical book is about 15 hours long. The total file size is about 256 MB.

Do I have to download the entire book at once? No. The E-Audio books are broken into files, each the length of a standard compact disc. You can download a portion to listen to immediately and download the remainder at a more convenient time.

What do I do once I have downloaded the book? You may listen to the book on your PC or you can load the book on an MP3 player. Many titles may be burned to compact disc.

How long is the loan period? You have 7 days in which to download the title and copy it to your MP3 player or compact disc.

Can I burn a file to CD? In some cases. Check a books full record to see if it allows burning to CD. Rules vary by publisher. When CD burn permitted open the OverDrive Media Console. Click Transfer/Burn. Windows Media Player will open. Click burn. Pull down the drop menu tab and choose the title of the book you wish to burn to a CD. Check off 1 Part for each CD you wish to burn. Click start burn. Note—1 part burns to 1 CD.

Searching for Audio-Books & Checking Them Out

Go to the Kansas State Library site
<http://kansas.lib.overdrive.com/>

Note: you'll also find our Overdrive titles in the online catalog. Visit the Army Library Program page on AKO to browse the Army's Overdrive collection.

If you know the title or author you are looking for, you can type it on the left hand side to see what books are available.

If you are just browsing, you can click on one of the collections listed on the left under "Browse Collections"

These include: New Arrivals, Always Available, Popular Titles, Try these

Once you have found the audio book you would like to listen to:

- Click on the Book Jacket.

You will then see information about the book:

- A description of the book. Is it checked in or on hold?
- What can be done with it once it is downloaded (i.e. transferred to an MP3 player, burned to a CD, listened to on PC, etc)?If the book is available, click Add to Cart
- If you would like to add another book to your cart, click Continue Browsing.. If you are finished, click Proceed to Checkout