

eBooks How To Guide



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Authorised by S Carson, Manager Libraries Arts and Culture, Mornington Peninsula Shire, 21 Marine Parade, Hastings, VIC 3916



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Frequently asked questions (FAQ)

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What is Digital Rights Management (DRM)

Libraries buy their eBook product from a vendor who has previously bought the right to supply these books to libraries from the publisher of the original book. The right to supply eBooks to libraries is not as simple as selling the eBook to the library and allowing the library to loan to their members. In a digital world the idea of loaning, in the way public libraries traditionally loan print books, is different as returning a digital file is unfeasible.

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EPUB

EPUB is short for electronic publication and is the growing standard for eBooks. The text and images in EPUB documents are reflowable and can therefore be optimised for the device you are using (text can be resized to adapt to your device).

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How do I read an eBook on my....

Personal Computer?

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Getting an Adobe ID

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2. Click on **Create an Adobe Account**



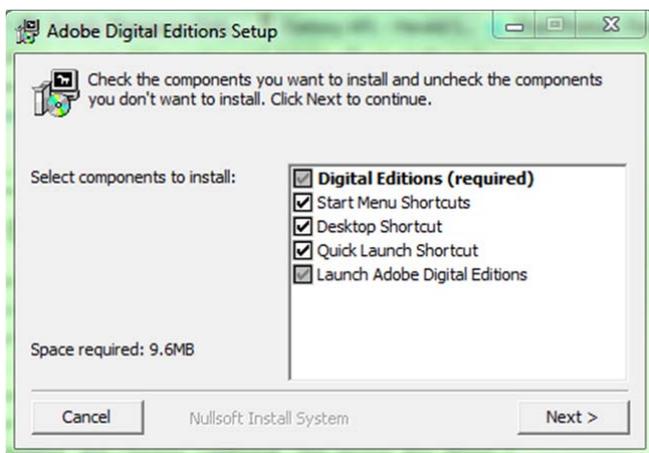
3. You only need to complete the required fields (those with a red asterix). Click on **continue** when you have completed the fields.
4. You have now created an Adobe ID. Your email address is your ID and the password you chose is obviously your password.

Getting Adobe Digital Editions

1. Go to www.adobe.com and search for **Adobe Digital Editions** in the search box – select the icon when it appears.
2. Click **Install** (you may need to scroll down before you see the button).



3. You may receive the following message *“This application can read and write files to your system. Would you like to continue installing?”* Click on **install**.
4. Click on **Yes** when prompted to download and continue.
5. Depending on your operating system (Windows XP, Vista, Windows 7 etc.), you may be asked to verify that you wish to install the program. Select **Yes**.
6. The Adobe Digital Editions Setup will begin.



7. Click on **Next**, then **install**.

8. Once setup is completed click on **Close**.
9. Adobe Digital Editions may launch. Once again you may be prompted by the operating system to verify the program. Select **Yes**.
10. In order to activate Adobe Digital Editions, you will need an Adobe ID, if you have not done so already see **Getting an Adobe ID on page 5**.
11. The first time you run Adobe Digital Editions, you will be prompted to authorise it. Enter your Adobe ID and password. If you do not receive the prompt, click on the '**Library**' on the top left of Adobe Digital Editions and scroll down to '**Authorize this computer**', then enter your details.
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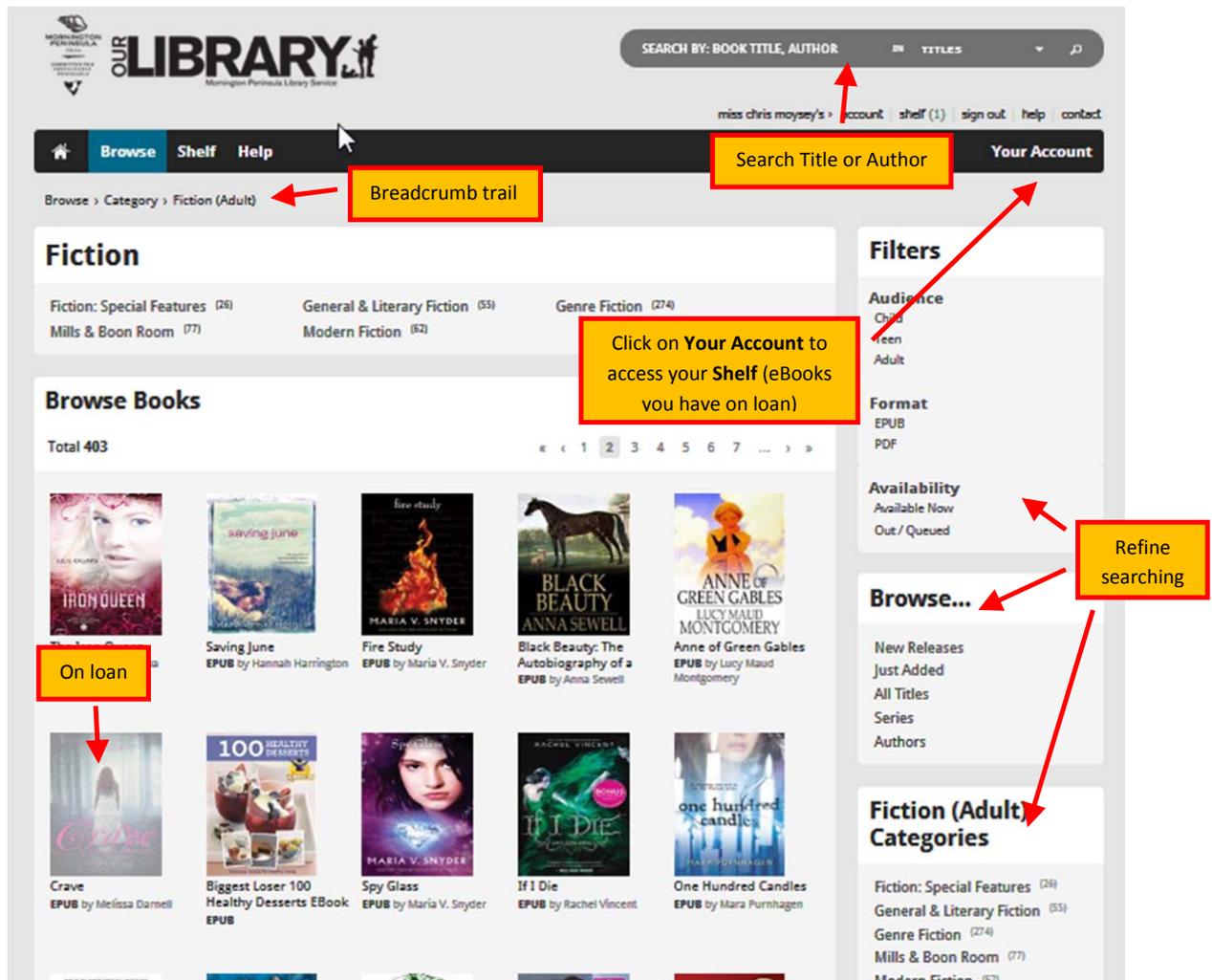
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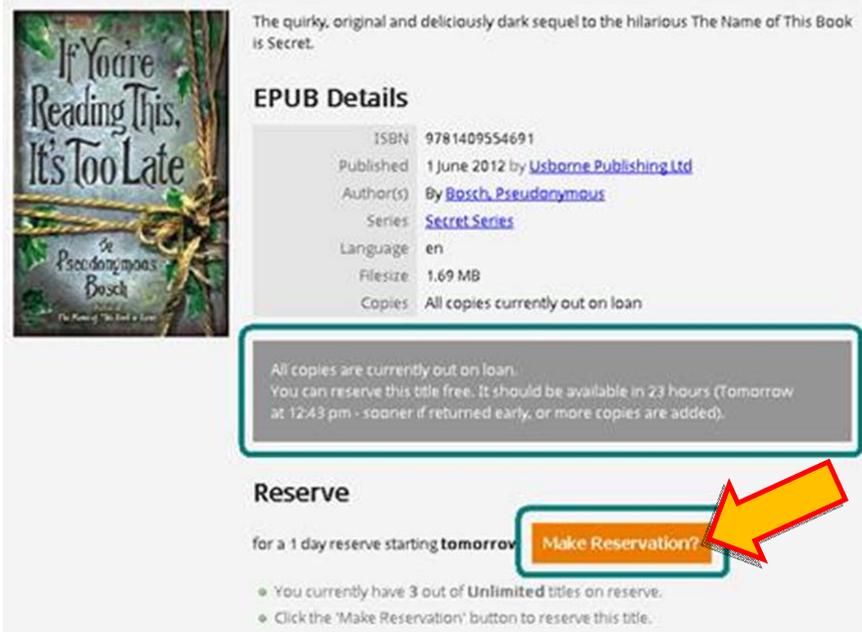
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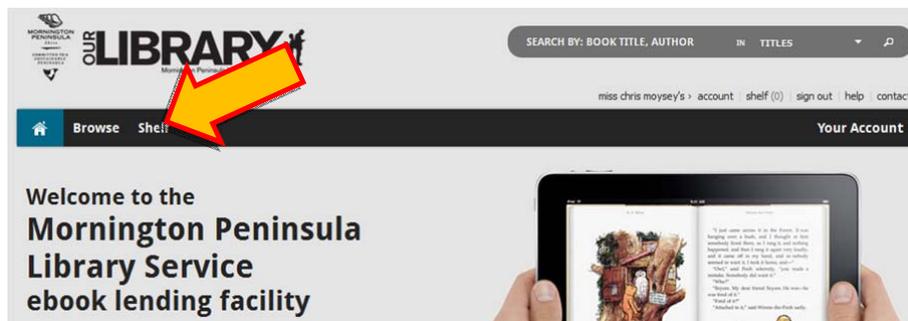
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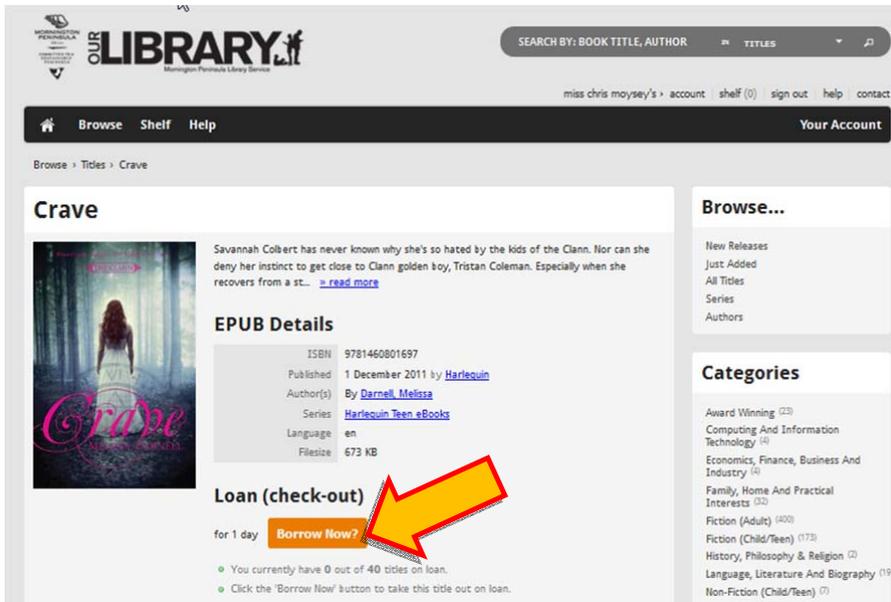
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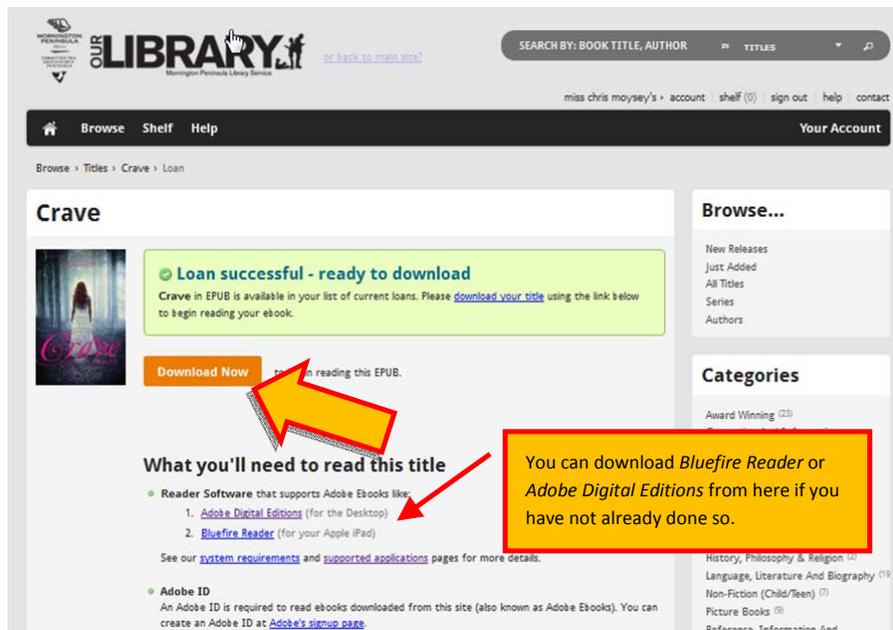
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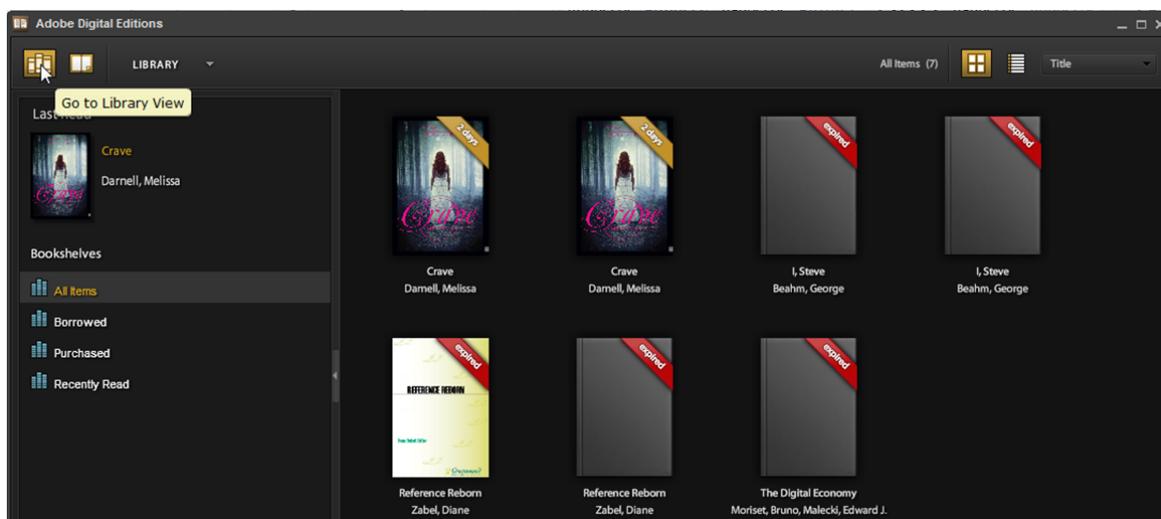
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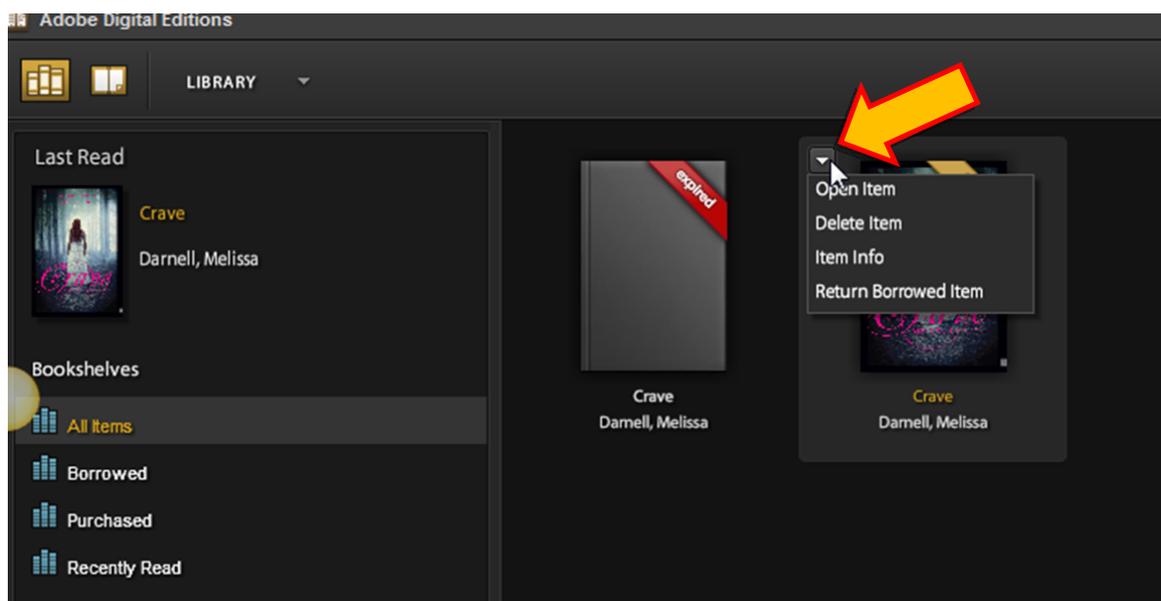
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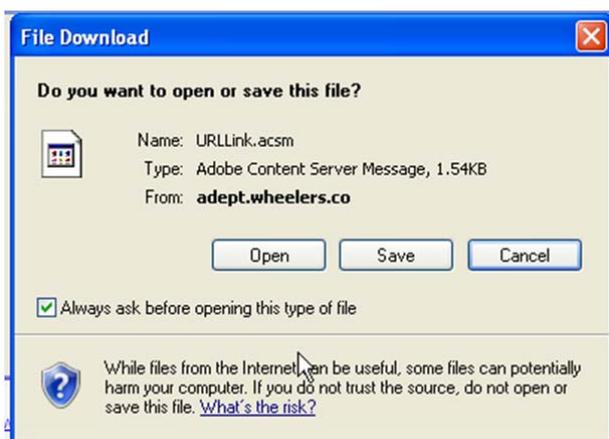
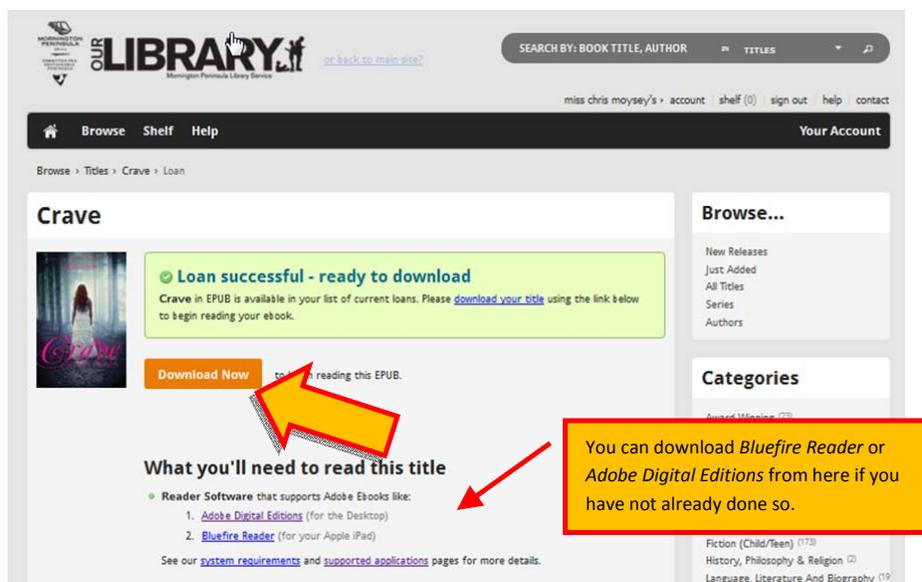
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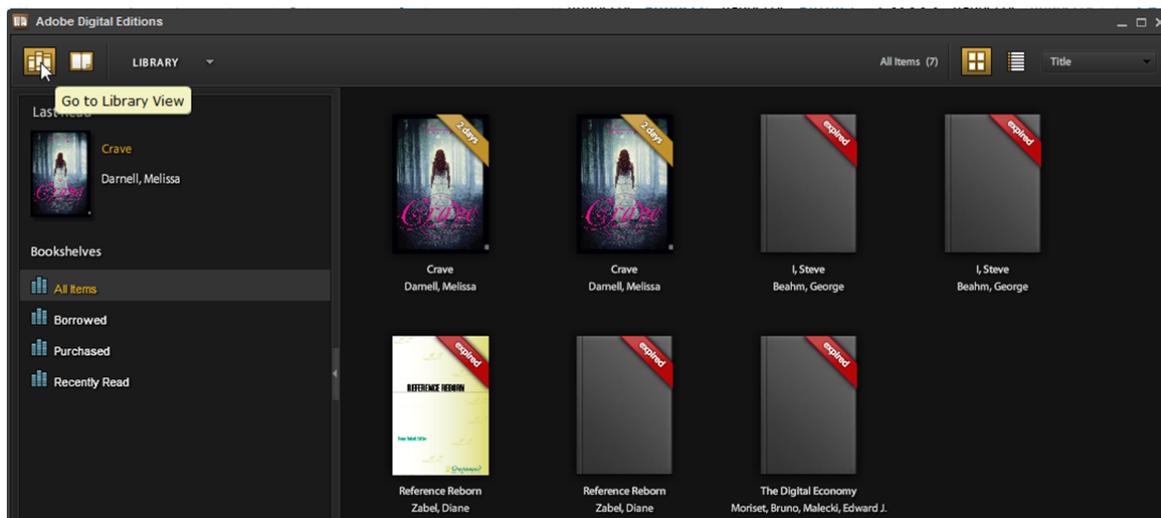
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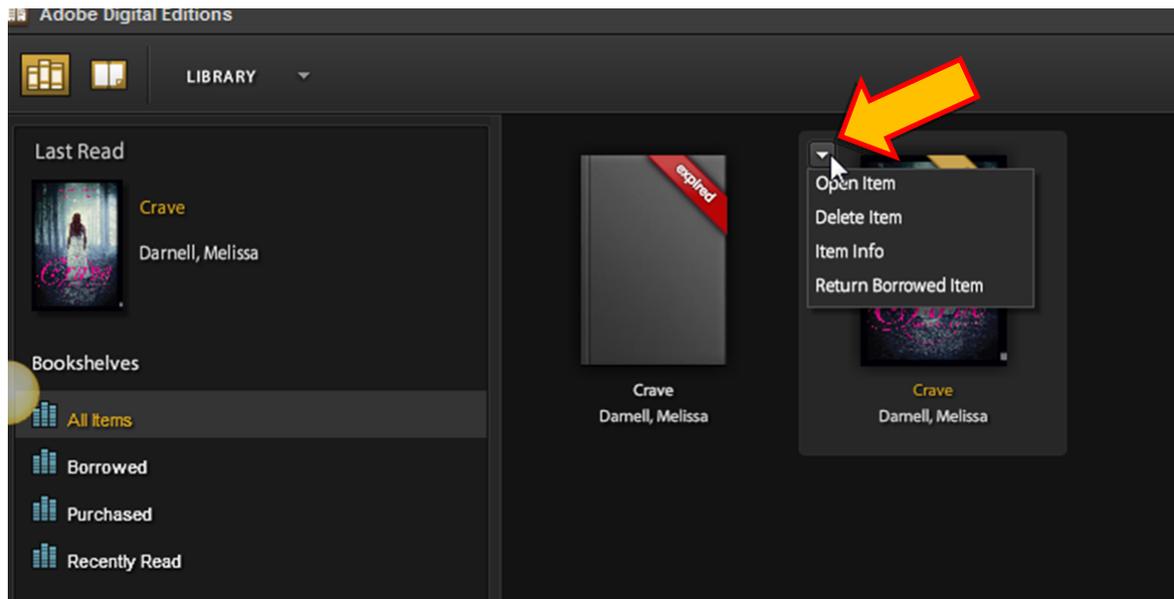
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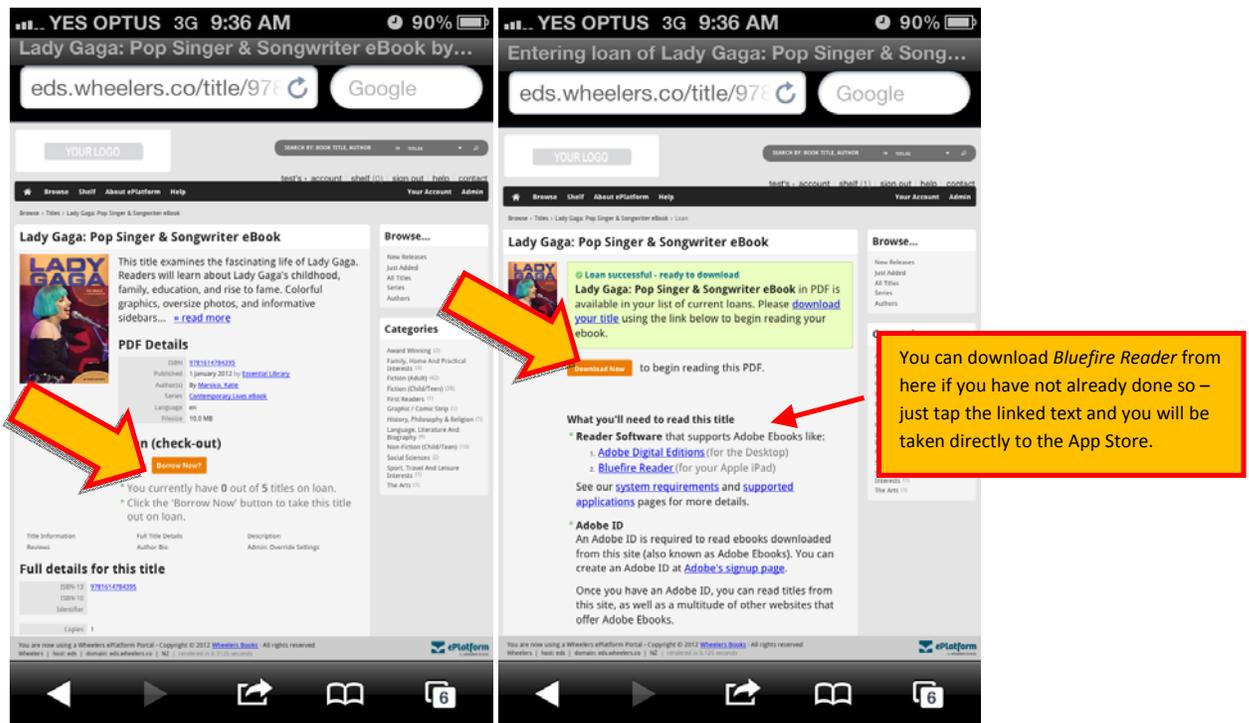
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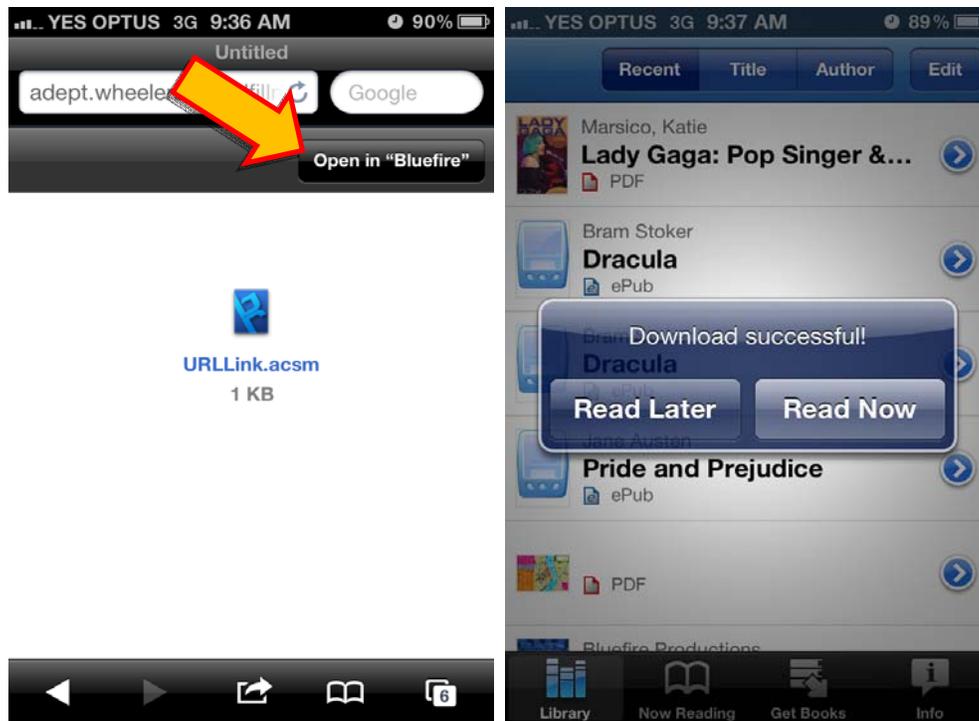
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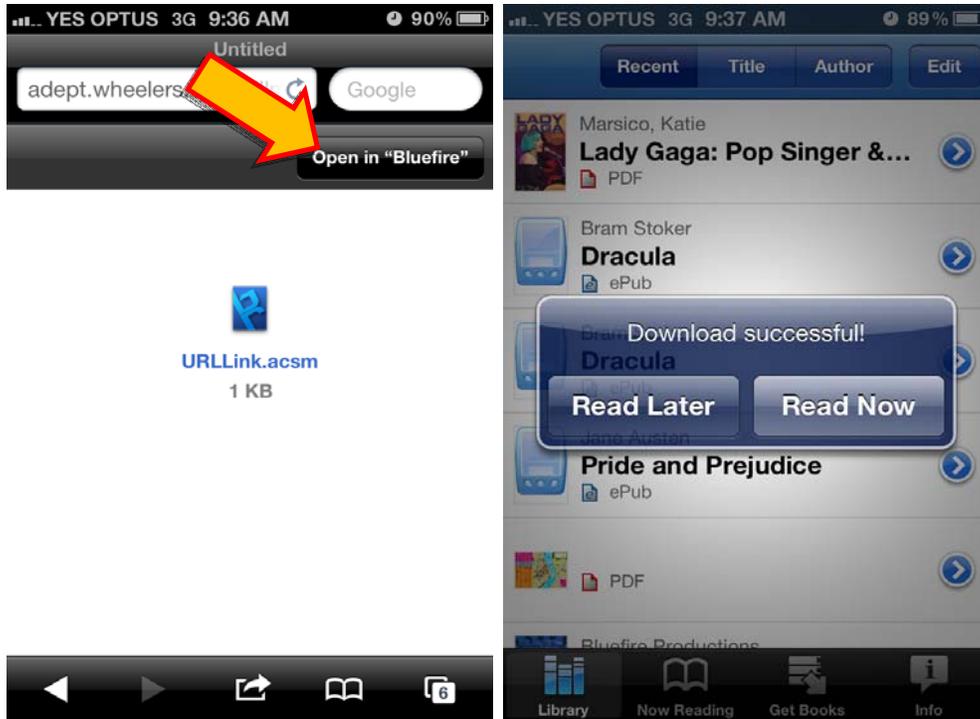
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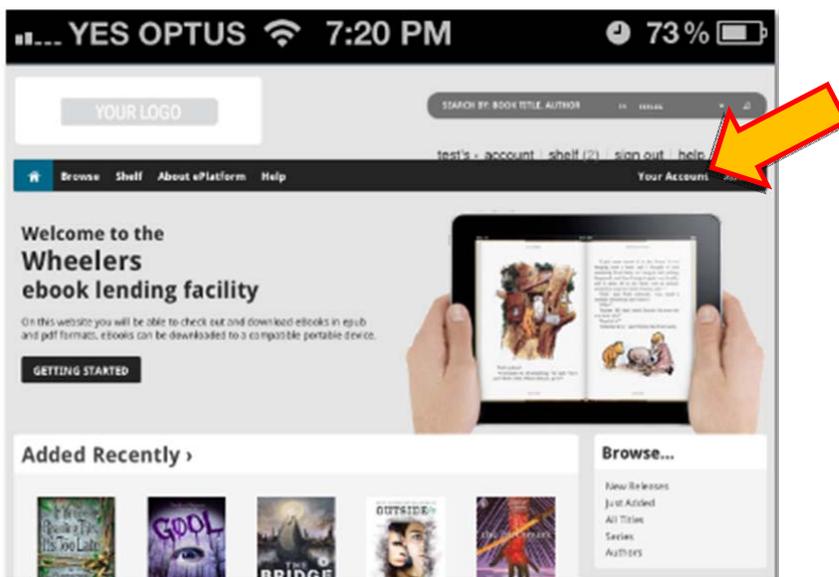
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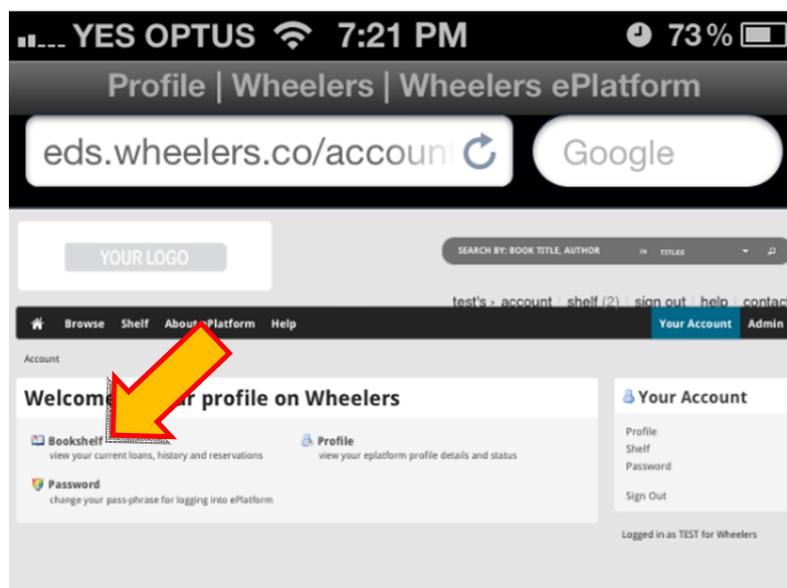
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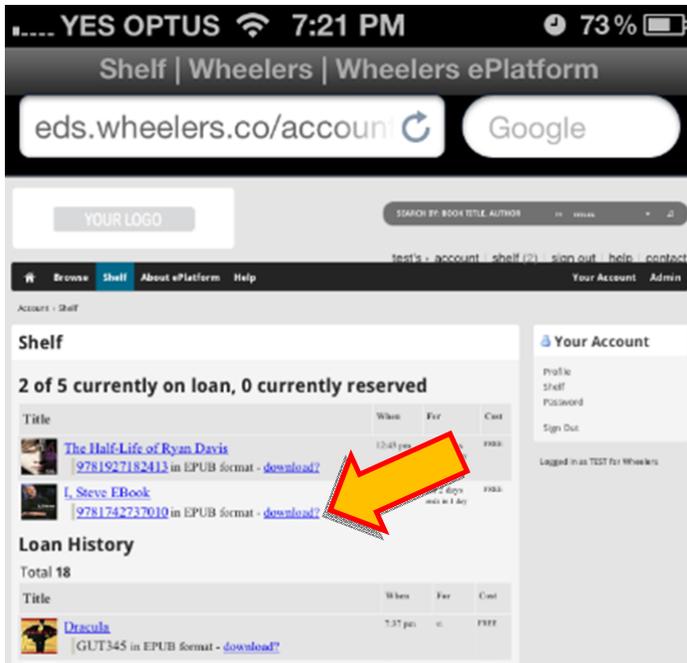
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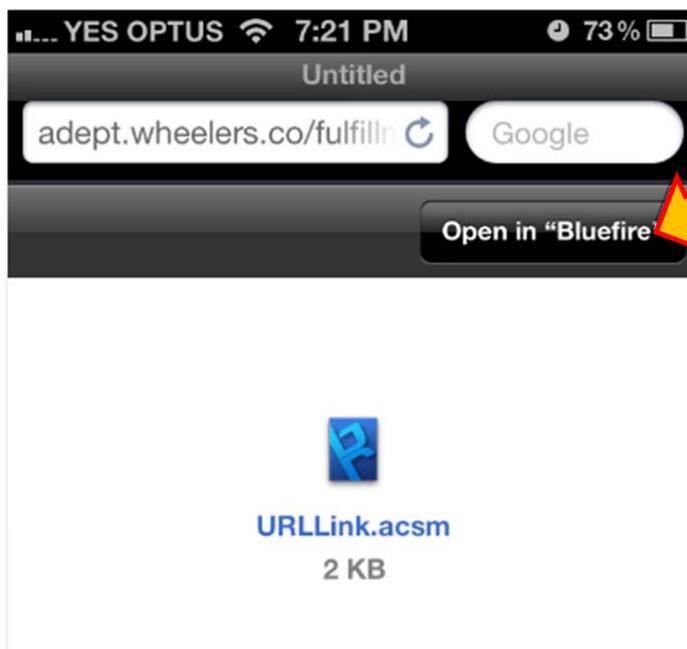
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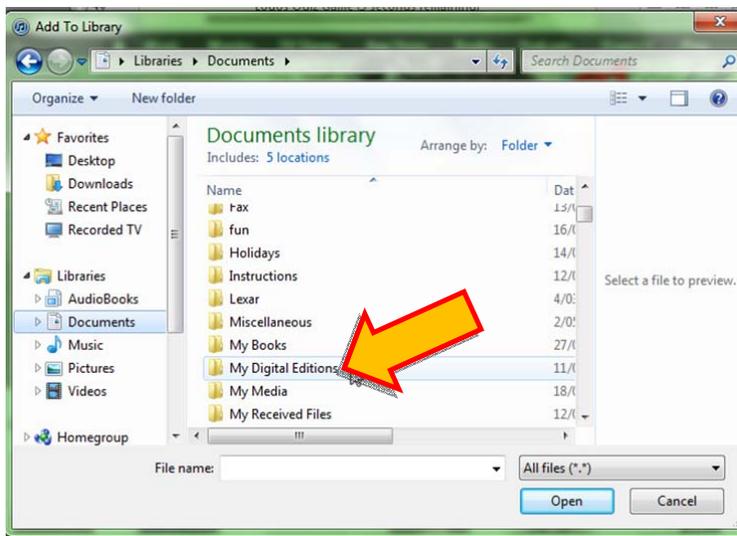
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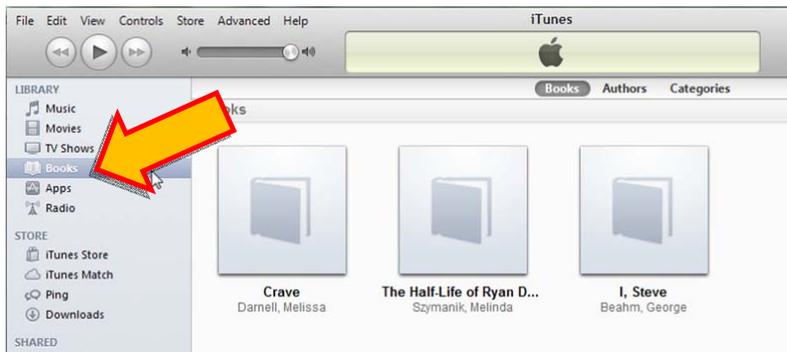
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