

Kobo: eReader Basics Guide

What is an eReader?

eReaders allow you to purchase eBooks or borrow free eBooks from the library. Most eReaders are only used for reading and have black and white screens. If you are buying an eReader and want to be able to get free library books, it is best to buy a **Kobo**. You may have heard of the **Kindle** eReaders, but you can not use them with library books in Canada.

An example of an eReader is the Kobo Glo HD:



Home Screen

When you turn on the Kobo you see the **Home Screen**. On it you can see:



Home button—to return to this screen



Wifi icon—See if internet is available



Battery level—See how much power is left



Menu button—See menu options



You also see the books you have downloaded onto the Kobo, and how much of each book you have read.

There is also a **Search Bar** to search for a specific title you are looking for.

If you want to see all the books you have you can tap on the **Library** text.

Using the Touch Screen

The Kobo touch screen lets you use the device with a few simple hand movements:

- **Tap:** Touch the screen lightly to open a book, turn pages, choose a menu and more. *This is the gesture you will use the most.*
- **Swipe:** Place your finger on the screen, then move it left—right or up—down across the screen. Use this to scroll through the list of books in your library or turn pages.
- **Press and hold:** Touch the screen and hold your fingers in place. This lets you highlight a word.

Reading books

- To open a book and read it **tap** on its cover.
- To go forward a page **tap** on the **right side** of the page. To go back a page **tap** on the **left side**.
- **Tap** in the **middle** of the page to see reading options at the top and bottom of the screen.
- The **Aa** button lets you change the **font** and **size** of the writing.
- The  button lets you change how bright the screen is.
- To leave the book **tap** in the **middle** of the screen and use the **home button** to go to the Home Screen.

The next time you open that book the Kobo will remember what page you were on!

Reading Library eBooks on an eReader

To add library eBooks to most eReaders you need to use a personal computer to first **download** and then **transfer** the eBooks.

To add eBooks to an eReader you need to have a program called **Adobe Digital Editions** on your home computer.

Get Adobe Digital Editions

- Do online search for **Download Adobe Digital Editions**. The first search result should take you to the Downloads page.
- Click on the link where it says:
Download Digital Edition 3.0 [Windows \(5.9 MB\)](#)
(unless you have an Apple computer, then choose the link for Macintosh)

- If a box pops up asking what you want to do, say you want to **save the file**. This will save the **installation file** onto your computer.
- After the **installation file** is downloaded, find it and open it. Click on **Run** if it asks you what you want to do with the file.
- Follow the set up instructions.
- When you are done there should be an icon on your desktop that looks like this:



- **Double click** on the icon to open Adobe Digital Editions.

Authorize Your Computer

Before downloading library books to Adobe Digital Editions we need to get an **Adobe ID** to authorize the computer:

- Click on the **Help** button.
- Click **Authorize Computer**.
- If you do not have an **Adobe ID** click where it says **Create an Adobe ID**.
- Fill out the information the form asks for to create an **Adobe ID**.
- When you are finished enter the same email address and password you chose into the boxes in the Adobe Digital Editions program and click **Authorize**.

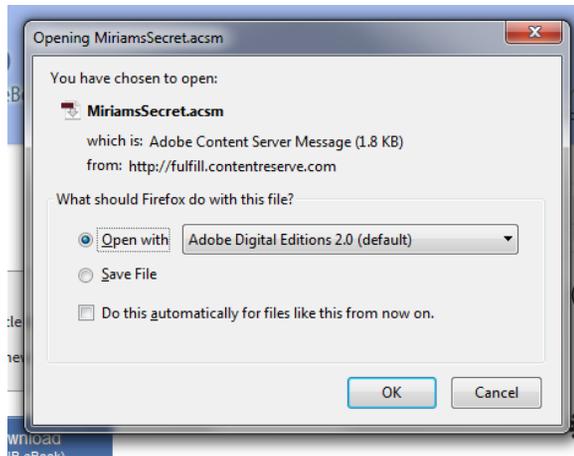
Using Library2Go

You can get free eBooks using your library card and the Library2Go website: www.library2go.sk.ca

- Use the **Search** bar to find a title or author, or browse the books using the links at the top of the screen.
- When you find a title you want, click on it and then click **Borrow**. If the book is currently checked out by someone else you can place a **Hold** on it.
- Choose which library you belong to, and enter your **library card number** and **pin** to sign in to your account.
- After you have signed into your library account click on **Account** to go to your **Bookshelf** which shows you the eBooks you have checked out.

Downloading eBooks to Adobe Digital Editions

- From your Library2Go **Bookshelf** you will click the **Download** button beside the book you checked out.
- This box should pop up. Choose **Open with Adobe Digital Editions** and click **OK**.



- The eBook should automatically open in Adobe Digital Editions.
- Click on **Library** in the top-left to see all the books you have downloaded.

Loading Books Onto the eReader

Once the eBook is downloaded to Adobe Digital Editions you can add it to your eReader.

- Plug the eReader into the computer using the USB cord it came with.
- The eReader screen will ask you if you want to connect to the computer. Tap on **Yes** or **Connect**.
- The name of the eReader will show in the left panel of Adobe Digital Editions when it is connected.
- **Right-Click** with the mouse on top of the book cover, then move your mouse to **Copy to Computer/Device** and **left-click** on the name of the eReader.
- When you disconnect the eReader you will find the eBook on the **Home Screen**.