

### Use Checked Out Items in the My Stuff tab to

- Resume listening to an eAudiobook from the point where you last stopped.
- Transfer an eAudiobook to your portable device.
- Renew the checkout to extend the listening period, then transfer the eAudiobook to your portable device to renew the checkout there.

### Use Favorites in the My Stuff tab to

- Transfer a favorite eAudiobook to your portable device or computer.
- Preview a favorite eAudiobook.
- Remove an eAudiobook from your favorites.

### Manual download using your Web browser and Windows Media Player

#### Search

Basic Search lets you quickly find eAudiobook titles available from your library. You can search using Full-Text, Keyword, Title, Author or Subject.

Advanced Search offers Boolean operators and multiple fields, as well as drop-down search parameters (Title, Author, Full-Text, Keyword, Subject, Publisher or ISBN).

The eAudiobooks Center allows you to limit your search within eAudiobook

content and browse featured titles. You may link to the eAudiobook Center from the NetLibrary home page in the right navigation pane under the heading, 'Use our Subject Centers and Databases.'

#### Checkout

- Find an eAudiobook title you want to check out.
- From the search results, click on 'Download this Audiobook.'
- Select the 'Check Out & Download CD Quality' link under the Manual Download Options.

#### Download

- Select the 'Save Download' option (not the Open option).
- Save the file on your computer.
- Play the file on your computer or transfer it to a portable device using Windows Media Player 10 or higher.

#### Transfer to a portable device

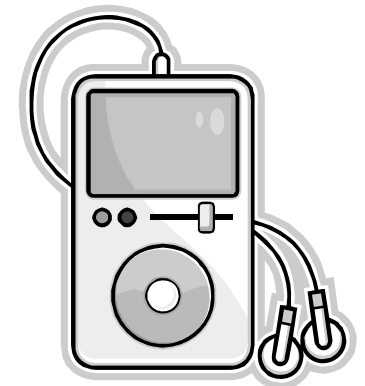
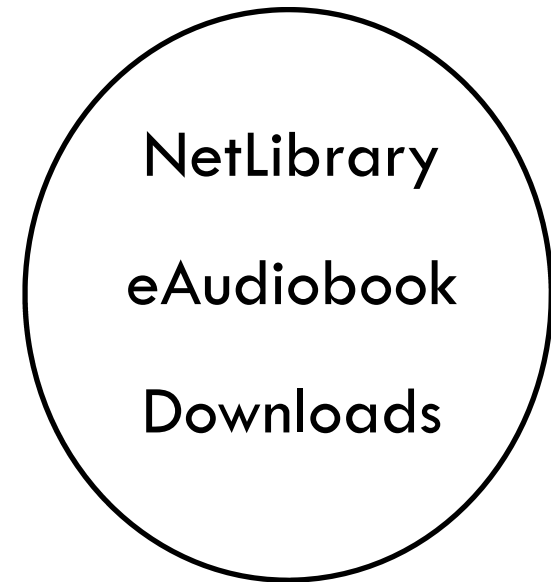
To transfer an eAudiobook file to your portable device:

1. Connect your portable device to your computer following the device's instructions.
2. Open Windows Media Player (WMP) 10 or higher.
3. In the File menu, open the downloaded file. This activates the license and begins to play the eAudiobook.

4. WMP 10: Click the Library tab.  
WMP 11: Click the Sync tab (not the drop-down list below the tab).
5. WMP 10: Find your eAudiobook title in the Playlist. Then 'Select Sync List' in the drop-down menu above the right pane.  
WMP 11: Click 'Now Playing' in the menu on the left.
6. Click and drag your eAudiobook title into the right pane.
7. Click the 'Start Sync' button located below the right pane.
8. When synchronizing is 100 percent complete, disconnect your portable device following its instructions.
9. Close Windows Media Player.
10. Enjoy listening to the eAudiobook on your portable device.

#### MP3 players for checkout

A limited number of MP3 players are available to borrow for a two-week period. Ask at the Circulation Desk for availability.



Last updated 5/29/2009

## NetLibrary eAudiobooks

Lincoln Library offers electronic access to audiobooks that can be downloaded via computer and transferred to portable devices that support playback of MP3 files or of secure or protected WMA files and 32 kbps files, including devices from Apple, Creative, Samsung and other manufacturers.

eAudiobooks can be transferred to a portable device using the NetLibrary Media Center application or Windows Media Player software.

Some portable devices, such as iPods and iPhones, support the playback of MP3 files but not secure/protected WMA files. When you search for eAudiobooks, you can limit your search to eAudiobooks in MP3 format if your portable device does not support secure/protected WMA files.

**Lincoln Library cardholders** can access the eAudiobook collection through NetLibrary and checkout eAudiobooks for a period of three weeks, plus one renewal of three weeks. If a customer already has a NetLibrary account, audiobooks may be downloaded immediately from home. If a NetLibrary account has not been established, the customer must first come into Lincoln Library to establish an account.

## Creating a NetLibrary account

1. Come into Lincoln Library and log onto any of the Internet computers.
2. Go to the library's web page ([www.lincolnlibrary.info](http://www.lincolnlibrary.info)).
3. Click 'eAudiobook Downloading' under 'Readers' or 'Virtual Library' on the menu.
4. Click the link to 'NetLibrary eAudiobook Center'.
5. On the NetLibrary site, click **Create a Free Account** in the upper right-hand corner of the screen.
6. Enter a user name, password, and other required information.

After the account is set up, NetLibrary can be accessed from a home PC. For assistance, feel free to ask a librarian.

## Computer hardware & software requirements

- Audiobooks cannot be downloaded to a Mac computer.
- Windows Media Player version 10 or higher or NetLibrary Media Center is required.
- Before purchasing a portable device, go to <http://www.oclc.org/audiobooks/techspecs/devices.htm> for a list of compatible players.

Note: Downloading higher quality audiobooks that can be played on a portable device is best done with a fast Internet connection. People with slower

modem connections might wish to download the radio quality audiobooks to be played on the computer only.

## More help

For more help, click the **Help** button in NetLibrary and look for 'eAudiobook' or 'Listening' links. For more help transferring to a portable device, check the device's documentation and/or Windows Media Player or NetLibrary Media Center 'Help' contents.

## NetLibrary Media Center

NetLibrary Media Center is a full-featured desktop application for searching, managing, downloading and listening to your library's eAudiobooks. Use Media Center to browse and search your library's eAudiobook collection, as well as listen to and manage your downloaded eAudiobooks. This free software application allows you to connect to NetLibrary, and then download and begin listening to eAudiobooks with just one click.

The Media Center combines the familiar user functions available from NetLibrary's web-based platform (browse, search, checkout), plus these enhanced features and functionality for a superior user experience:

- Full-featured audio player.
- Seamless download to your portable device.

- Feature-rich, easy-to-use interface.
- Desktop access to your library's eAudiobook collection and your favorites and checked out items.

## Automated download using NetLibrary Media Center

It's as easy as connect, click, and listen.

### Connect

Install Media Center on your computer. First log in to [www.netlibrary.org](http://www.netlibrary.org). Click 'Help', review the Media Center installation requirements, and follow the installation procedure.

Then launch Media Center from your desktop, log in and use the Home, Browse and Search tabs to explore and preview your library's eAudiobooks and add eAudiobooks to your favorites.

### Click

- Click 'Transfer to Computer' to listen on your computer.
- Connect your portable device and click 'Transfer to Portable' to listen on your portable device.

### Listen

Enjoy the eAudiobook on your portable device or use the Media Center player controls to listen on your computer.