



Downloading OneClickdigital Audiobooks

Popular titles from your library's OneClickdigital audiobook collection are now available for you to download free of charge. To access these audiobooks, find them in the library catalogue, then click the link from the catalogue to the download page on the web. Alternatively, you can click the link on your library's website that takes you to the OneClickdigital website, then you can browse and search all the titles in the collection.

Creating a User Account

The first time you use OneClickdigital, you will need to create a OneClickdigital user name and password. To do this, click the link in the top right corner that reads **Create New Account**.

This will take you to the "Create an account" screen. First you need to confirm you're a member of your library by supplying a library borrower number. If you enter an invalid number, the system won't let you go any further, as shown on the right.

Library Information
Library Card Number

Invalid Library Card Number

Once you've entered a valid number, you can move through the other sections of this screen. You need to tell OneClickdigital what sort of computer you are using – select either **Windows** or **Mac** as your **Operating System**. If you have a Mac, that's all you need to do in this section. If you have a Windows computer, you'll also need to indicate your **Download Method** (Media Manager is very strongly recommended) and what type of portable device you'll be downloading the audiobooks to. If you have an iPod, iPad or other Apple device, choose **Apple Device**; otherwise, select **Other**.

Operating System:

Download Method:

Use OneClickdigital Media Manager

Use Manual Download

Portable Device Type:

Apple Device(iTunes) Other

Lastly, on the right hand side of the screen, please provide a few details such as your name and email address, and create a user name and password for yourself. Like many other web resources, OneClickdigital allows you to choose a user name and password that suits you.

Username

Password

Confirm Password

When you've completed all the details, click **Create an Account** and you will have a OneClickdigital account that you can use from any internet-connected computer, any time, anywhere in the world, to download audiobooks from your library's collection!

Media Manager Software

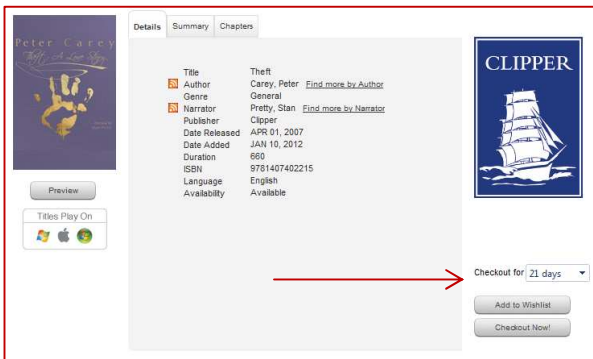
Next we recommend you install the Media Manager software onto your computer. To begin the installation process, click on the **Help** tab then on the **User Tutorial** tab.

Help Support FAQs User Tutorial Devices



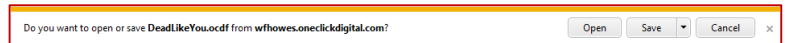
Then click the **Download OneClickdigital Media Manager** button. Simply click **Run** when your computer asks you whether to Run or Save. Installation is fast and easy. It will take a minute or two to download the Media Manager and a few more minutes to install it. The Help screens on OneClickdigital give more information on the installation process.

Downloading an Audiobook to your Device



Now that you've created a user name, logged in and installed the Media Manager, you are ready to download audiobooks. Choose an audiobook to download, then click the **Checkout Now!** button.

Your browser will start the download process immediately. Depending on your browser and its settings, you will probably be prompted to open or save the audiobook. Click **Open**. If you're using a recent version of Internet Explorer as your browser, the window will look like this:



Now the Media Manager will open. Sign in using your OneClickdigital user name and password as shown to the right. (Select **Remember Password** and **Automatic Login** if you are the only person using your computer and you wish to avoid logging in each time you use the Media Manager.)

A screenshot of the Media Manager 'Log In' form. It has a title 'Log In' and instructions: 'Enter or select your user name, enter your Password, then click Login.' There is a dropdown menu with 'jamesmith1956' selected, a password field with asterisks, and two checked checkboxes: 'Remember Password' and 'Automatic Login'. A 'Login' button is at the bottom.

Once you've logged in, you should plug your portable device (e.g. iPod) into your computer's USB port. Then click the **Download and Transfer** button next to the title of your audiobook. When the download is complete, the Media Manager will automatically connect to your portable device and transfer the audiobook onto it. When this is complete, Media Manager will let you know. You can disconnect your portable device and start listening to the audiobook!

Apps for Apple and Android devices

If you have a portable Apple device (Ipod Touch, iPhone or iPad) or a portable Android device (including some of the HTC and Samsung smartphones and tablets), you don't need to use a computer or the Media Manager. You can simply download and install the free app to your device instead. On your device, simply go to the Apple Store or Google Play and search using the keyword 'oneclickdigital'. This will find the app. Download it and install it on your phone or tablet.

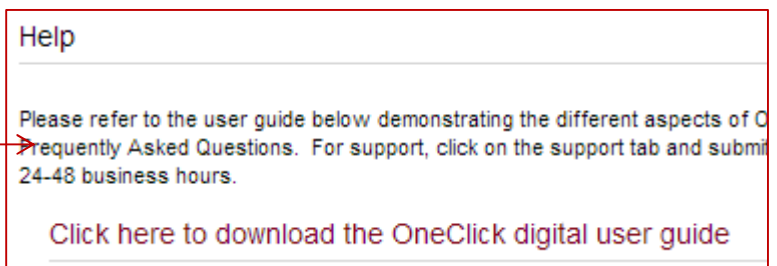
Once it's installed on your device, it will display as the icon shown on the right. The first time you open the app, you'll need to type in your user name and password. Then in future the app will open without prompting for your login credentials.



You can use the app to find audiobooks, check them out, download them to your device, and listen to them. Everything is self-contained and easy to use.

Manual Download Method

If for some reason you are not able to use the Media Manager or one of the apps, you can use the "Manual Download" method. For more information, click into the **Help** tab on the OneClickdigital website, then open the user guide.



For more information on downloading audiobooks, loan periods, titles in your library's OneClickdigital collection, or other features of OneClickdigital, please consult the Help screens or speak to library staff.