eBooks - Complete

The CSS Library has thousands of electronic books (eBooks) that support our academic curriculum.

Our eBooks are able to either be viewed directly from Ebsco or else be checked out and downloaded onto a computer or a tablet device including a Nook, iPad, or Kindle. It has been our experience that it is easier to first find and save an eBook on to your computer and then transfer the eBook from your computer to either Nooks or iPads through the USB cable connection.

If you find a book you like in our Library's catalog, ScholastiCAT and the item is an eBook, you have the option to click on the *EBSCOhost eBook Collection* link at the bottom of the screen to view the full text of it. See our tutorial for ScholastiCAT for more information on how to use our catalog.

Once you click on the link, you will be asked to log in. Enter your Novell username and password (what you use to log in to Brightspace, your CSS email, or any computer in a lab on campus).

   **Note: If you have trouble logging in, please contact the IT help desk (helpdesk@css.edu or 218-723-7007).

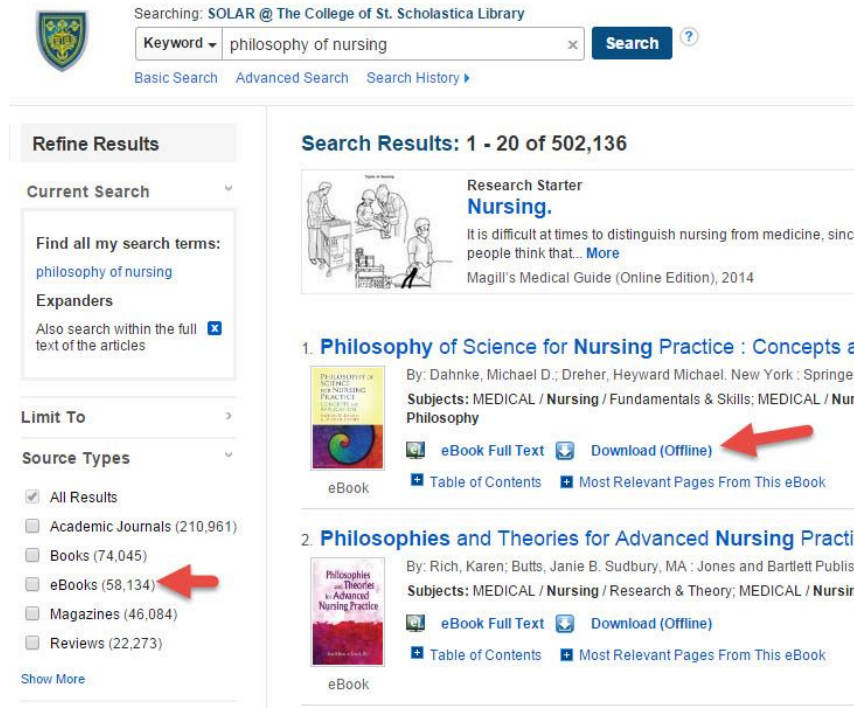You will then see the item in the EBSCO database.

Searching for eBooks in SOLAR

Go to SOLAR on the Library's homepage css.edu/Library:

Type in a search term for what topic you wish to find a book on or else the book's title and click on the search button.

Once you get your results, limit to eBooks by clicking on the box in front of *eBooks* in the left-hand side column.

Click on the links to the left to either view the eBook's PDF full text within the database or to *Download* so you can view it offline.
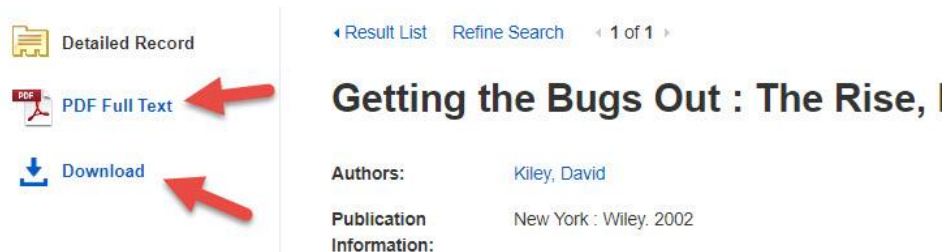
Click on the pull-down menu to view the chapter titles to move easier through the book. You can also select a section you would like to email to yourself or print.
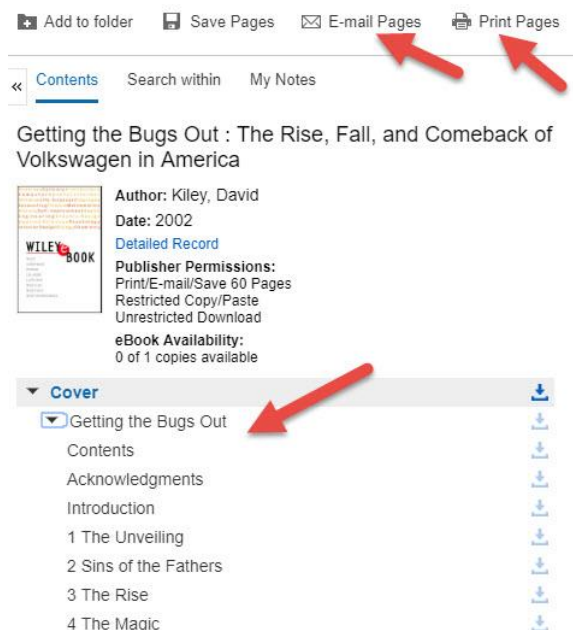
Due to copyright restrictions, you are usually only able to email or print a maximum of 60 pages of the book. You can decide what you would like to include in the PDF including how many pages or the section.
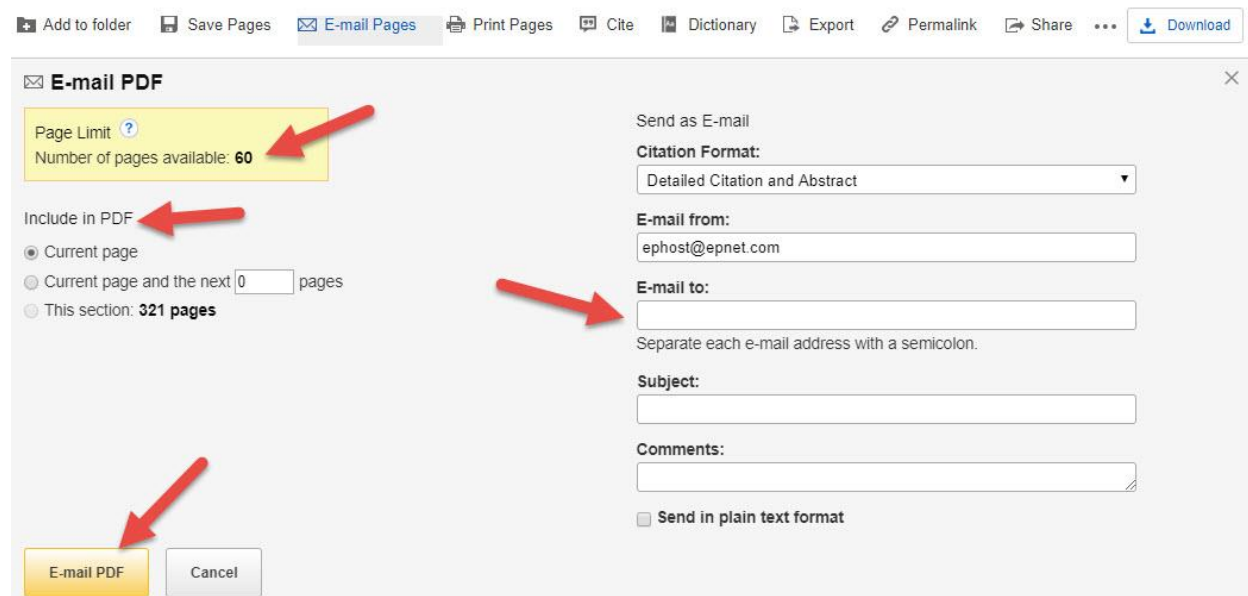
You can also find eBooks directly by going to our eBooks web page. Click on the *Books* tab on the Library's homepage and then on the *Ebsco eBook Collection* or the *EBSCO academic eBook collection* links.
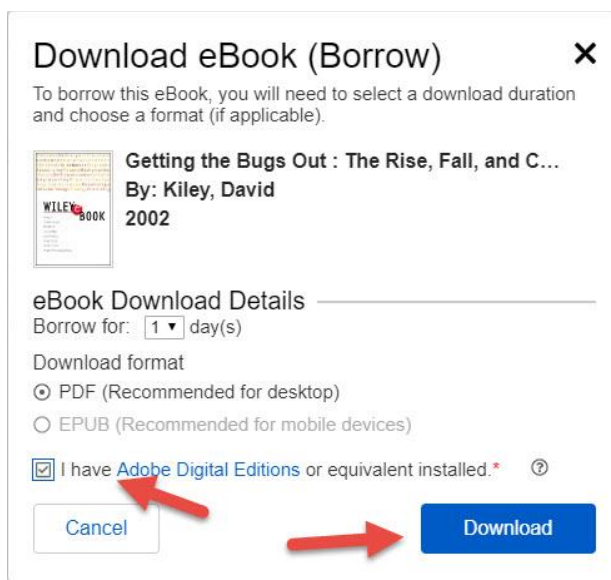
Downloading an eBook

Downloading the eBook has the advantage that no one else can view the eBook if you have it checked out; however, if you are only viewing it and someone else comes along and downloads it, then you no longer have access to it. You also need to have Adobe Digital Editions, which you can download here: https://www.adobe.com/solutions/eBook/digital-editions/download.html

In order to download the eBook, you have to have a MyEbscohost Account, which is free to sign up for.

Once you are logged in, select how long you would like to borrow the book up to its maximum and select if you would like the PDF for desktop computers or EPUB for mobile devices. You will need to have Adobe Digital Editions or the equivalent that works on your device installed. Click on the box verifying that, and the *Download* button will become available to click.

Once you have downloaded the eBook, then this screen appears allowing you to download it again and also gives you a link to download Adobe Digital Editions.
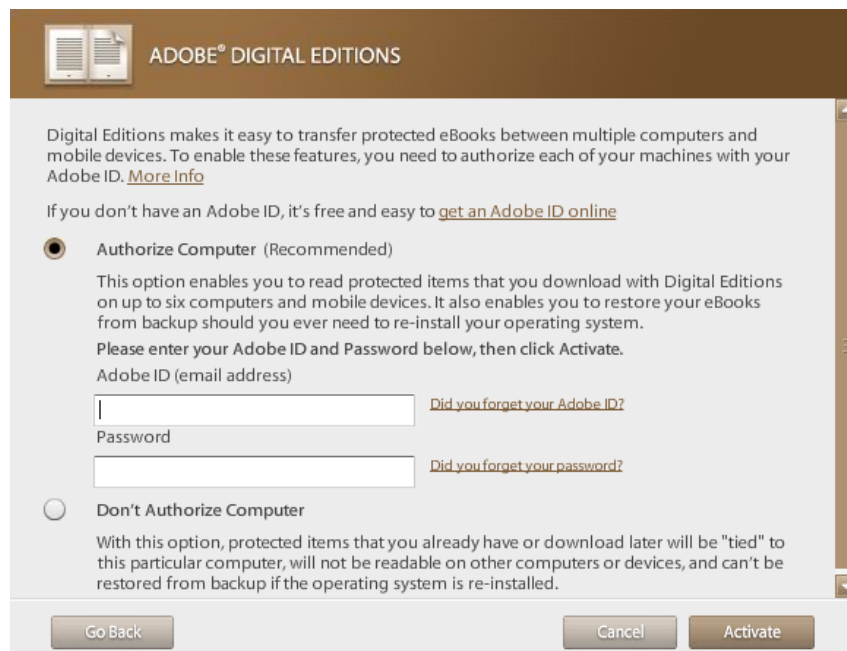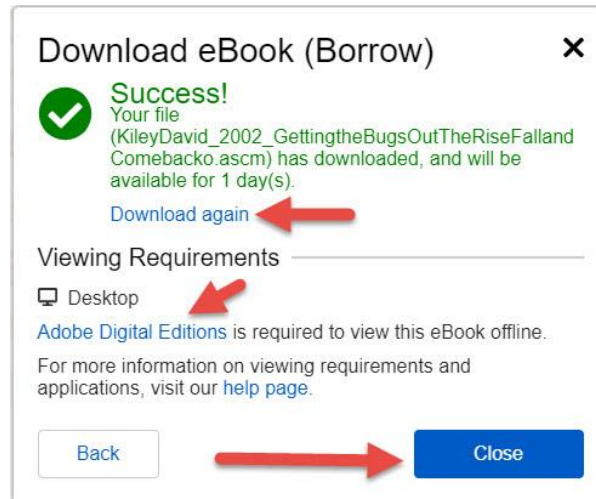
Installing Adobe Digital Editions

To install, click on the *Install* link on the Adobe Digital Editions web site.

Go through the steps to help you install it. When you get to this screen, choose to authorize your computer so you can share eBooks between your computer and your mobile devices including your Nook. Enter your email address and password and click *Activate*.

Click on *Save* to save the eBook to your computer.
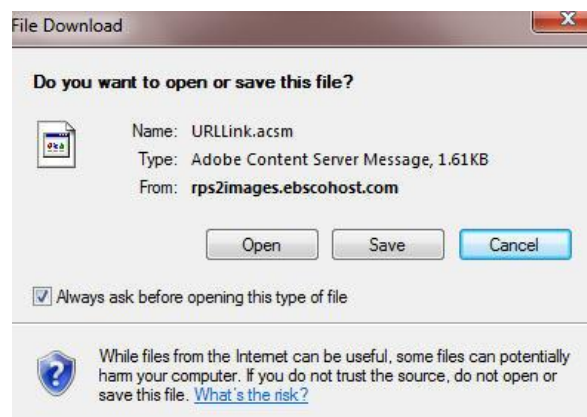
You have now checked out the eBook and saved it to your computer.

Once you have it saved on your computer, you can click on Adobe Digital Editions to open up the eBooks you have stored in there. When a book is no longer available to you as the checkout time has expired, you will see a red band saying *Expired* over the upper right-hand corner of the book's cover.

Moving eBooks from Computer to Nook

If you wish to move the eBook to your Nook, plug in the Nook to your computer with the USB cable. Your Nook's screen will now say, "USB Mode You may now safely move files from your PC to NOOK. Please properly eject NOOK from your computer to avoid file transfer problems." To move a book to your Nook from your computer, click on the cover of the book and drag it to Nook, which is listed on the left-hand side column under *Bookshelves*.
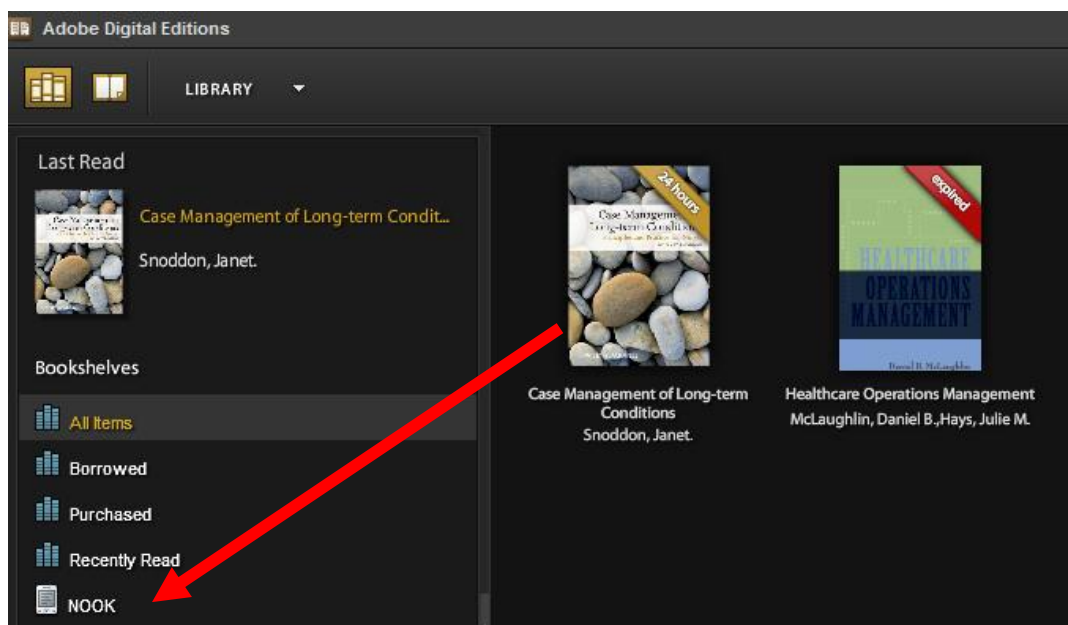
To properly eject Nook from your computer, click on the button that says *Safely Remove Hardware and Eject Media*. It has a green circle and check mark on it. You will find this in the very lowest right-hand corner of your computer screen. You can now select Eject Nook and it will tell you that it is safe to unplug the USB cable from your computer. Your Nook will now go back to its main opening page.

To get to the eBook you have just put on your Nook, click on the *n* button on the bottom side of the screen to get to the menu. Select *library* and you will see all the titles of the books that are on your Nook including the one you just added. Click on the title and then use the raised lines to the right of the screen to turn the pages. The Nook will stay on the page where you left it so when you come back to the book, it will be on that page.

When the lending time for the eBook is up, your Nook will say, "Error Dialog The lending period for this eBook has expired." You are able to check it out again though starting with the first step and locating the eBook in the Library's EBSCO database.

Moving eBooks from Computer to iOS devices (iPad, iPod, or iPhone)

1. Get the free App [Bluefire Reader](#) onto your device.
2. Install iTunes (version 10.0 or higher) onto your computer http://www.apple.com/itunes/
3. Install Adobe Digital Editions to your computer for free from the following link: http://www.adobe.com/products/digital-editions/download.html
4. During installation, you will be prompted to 'Authorize Computer'. If you do not already have an Adobe ID, click this link to create an Adobe Digital Editions ID: https://www.adobe.com/cfusion/membership/index.cfm?nf=1&nl=1&loc=en_us You must authorize both Adobe Digital Editions and the Bluefire app with your Adobe ID.
5. Once you have found a book in the Library's EBSCO database, logged in, and checked it out (see above instructions), select *Open in Adobe Digital Editions* and click *OK*.
6. Digital Editions sees the .acsm file, automatically downloads the PDF to your computer, and unlocks the file's Digital Rights Management (DRM). The book can now be read in Digital Editions.
7. After downloading the eBook to your computer, you must find the (.pdf or .epub) file on your computer and use iTunes to transfer it to the device.

8. Digital Editions stores your eBook files in a default location on your computer:
   On OSX: your-home-directory/Documents/Digital Editions
   On Windows: your-home-directory/Documents/My Digital Editions
9. Once you have located your eBook file, use iTunes to transfer the eBook to Bluefire Reader.
10. Connect your iPad, iPhone or iPod touch with Bluefire Reader v1.2 (or higher) to the computer that has iTunes, Digital Editions, and the eBook file on it.
11. Your device should appear under *Devices* in the left column of *iTunes*.
12. Click on your device in the left column.
13. Click on the Apps tab for your device at the top of the main iTunes window.
14. The *File Sharing* panel appears under the *Sync Apps* panel.
15. Click on *Bluefire* or *Bluefire Reader* under *Apps* in the *File Sharing* panel.
16. The eBooks you have in Bluefire Reader should now appear in the *Documents* list to the right.
17. Click the *Add...* button at the bottom of the *Documents* list and browse to your library book in the *Digital Editions* default documents directory and then choose the file.
18. iTunes transfers the file to your device and Bluefire Reader automatically adds this item to your Bluefire Reader Library.
19. Open your eBook in Bluefire Reader to begin reading.

(Instructions from EBSCO Support Web Site:
http://support.ebsco.com/knowledge_base/detail.php?id=5706)

Downloading eBooks on Kindles

1. Get the free App for your Kindle here: http://tinyurl.com/kindlebluefire

Note: You will need to enable your device to allow installation of third party apps from the settings menu before downloading and installing the Bluefire app.

2. You will also need an Adobe Digital Editions ID. Create an Adobe Digital Editions ID at the following link:
   https://www.adobe.com/cfusion/membership/index.cfm?nf=1&nl=1&loc=en_us

Note: You must authorize the Bluefire app with your Adobe ID. Before you download an eBook to Bluefire, you must authorize the app with your Adobe Digital Editions ID. To authorize the App, open the Bluefire app from your Kindle Fire's applications menu. Enter your Adobe ID and password in the fields provided. Tap *Authorize*. You will only need to install BlueFire and create an Adobe Digital Editions ID once. After this has been done, you will only need to tap *Download* any time you wish to download and read an eBook on your device. Your device is now authorized to read EBSCO eBooks.

3. To download an eBook, use your Kindle Fire's web browser to run a search on EBSCOhost or EBSCOhost Mobile and tap an eBook image in the result list for the eBook you would like to download.
4. Tap the *Download (Offline)* link for the eBook you would like to download.
5. If you are not logged into your personal My EBSCOhost folder, you are prompted to do so.
6. Select a Checkout period from the drop-down menu and tap the Checkout & Download button.
7. The eBook is added to the Checkout area of your My EBSCOhost folder and begins to download to your device.
8. Bluefire should automatically open and prompt you to view your library or begin reading the eBook. You may now begin reading the eBook on your Kindle.

Note: After your eBook checkout expires, the eBook file is still be on your device but cannot be opened. You must remove the file manually by opening Bluefire and selecting to remove it from your library.

(Instructions from EBSCO Support Web Site:
http://support.ebscohost.com/knowledge_base/detail.php?topic=&id=6609&page=1)