A Quick How to Guide:
Transfer eBooks to your eReader with cloudLibrary

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What you need

1. **A valid WPL library card and PIN**
2. **Install Adobe Digital Editions:** Download ADE and install it on your computer
3. **Create An Adobe ID:** Create an account with Adobe
4. **Authorize your Computer with ADE:** Pair your computer with ADE so that you can load books onto your eReader
5. **Authorize your eReader with your Adobe ID**
6. **Borrowing books in cloudLibrary**
7. **Transfer ebooks to your eReader using Adobe Digital Editions**

Install Adobe Digital Editions:

Adobe Digital Editions (ADE) is an eBook reader software program from Adobe Systems. This program is required to download to transfer eBooks from cloudLibrary to your eReader.

1. On your computer, visit the Adobe Digital Editions website: https://www.adobe.com/ca/solutions/ebook/digital-editions.html
2. Click on the **Download** tab at the top of the screen.
3. Choose the correct Installer for your computer (either Windows or Mac) to download and install ADE.
4. Find the ADE installation file on your computer.
5. Open the ADE installation file.
6. Follow the onscreen instruction to install Adobe Digital Editions

Create An Adobe ID:

Once ADE is installed, you'll need to create an Adobe ID.

1. With ADE open, click **Help** at the top of the screen.
2. Click **Authorize Computer**
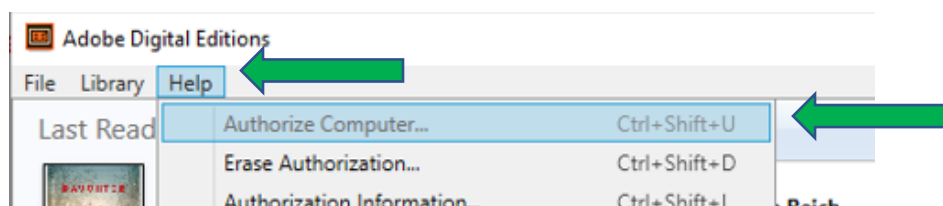
3. In Computer Authorization window, click **Create an Adobe ID**
   a. Leave the checkbox beside *I want to Authorize my computer without an ID* unchecked.
   b. In the eBook Vendor dropdown menu, make sure **Adobe ID** is selected.
4. Fill in the sign up form.
5. Click **Create account**

Notes:
- Your Adobe ID is the email address you've used to sign up
- Your Adobe password is the password you've used to create the account.

Authorize Your Computer with Adobe Digital Editions:

After you've installed ADE and created an Adobe ID, you'll need to authorize your computer with ADE. You only need to do this once.
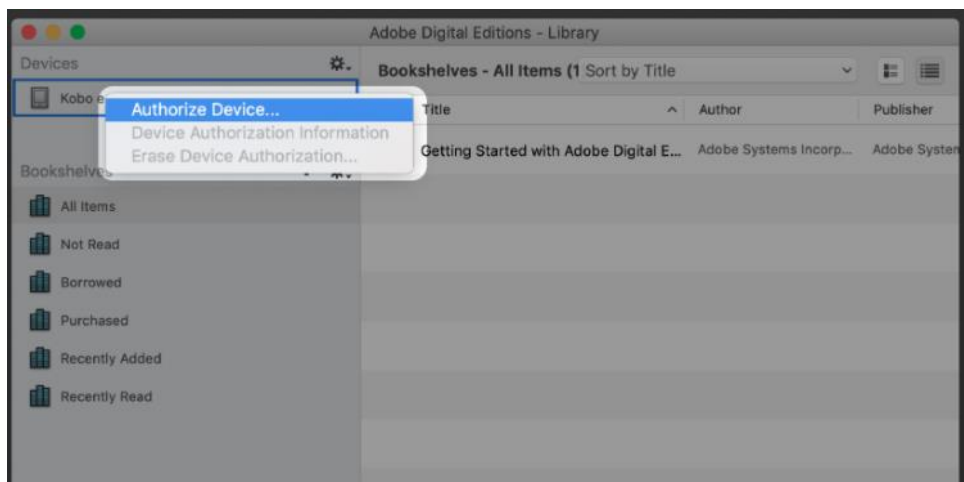1. Enter your Adobe ID and password that you've just created.
2. Click **Authorize**
3. Click **OK**

Authorize your eReader with Adobe Digital Editions:

1. Turn on your eReader
2. Connect your eReader to your computer using a USB cable.
3. On your eReader, tap **Connect**
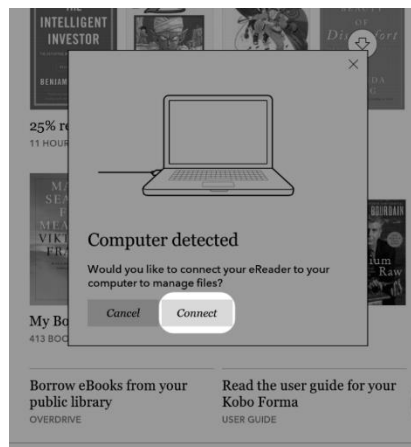
4. On your computer, open Adobe Digital Editions
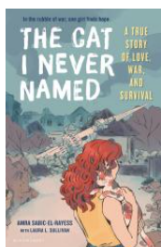5. Under "Devices", right click on **Kobo eReader**
6. Click **Authorize Device**

7. In Device Authorization- Kobo eReader window, click **Authorize Device.**
8. Click **OK** at the confirmation screen.

Borrowing eBooks in cloudLibrary:

1. Visit WPL's cloudLibrary website:
   https://ebook.yourcloudlibrary.com/library/woodstockpl/
2. Click **LOGIN** at the top right of the page
3. Login in using your Library Card number and PIN, click **ACCEPT**
4. Navigate the site to find a book you wish to borrow. *use "A Quick How to Guide: cloudLibrary" for more information on how to search for titles in cloudLibrary.*
5. Click the cover of the title you would like to read to see the details.
6. On the pop up screen, click **Borrow**
7. Click **Download for Offline Reading**
8. When the file is downloaded, find and open the file.
9. The book will automatically open in ADE

10. Click **Library** in the top-left corner of the screen to go to the ADE home screen
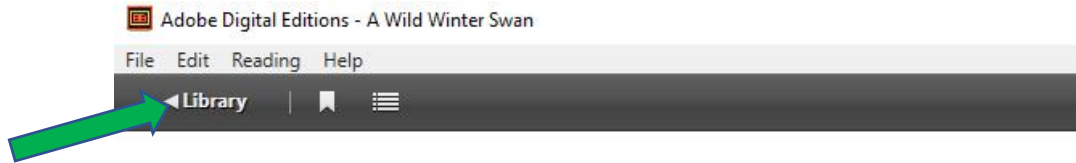

11. Under the Bookshelf list on the left-hand side of the screen, click **All Items** to display all books on ADE.
12. Click and highlight the book you want to transfer to your eReader.
13. Click and drag the book to the **KOBO eReader bookshelf** (listed on the left side under devices.)
   - When you start to drag, a red crossed out circle sign will appear and as the book is dragged over KOBO eReader, a green plus sign will appear
14. Release and drop the book onto KOBO eReader when you see the green plus sign.
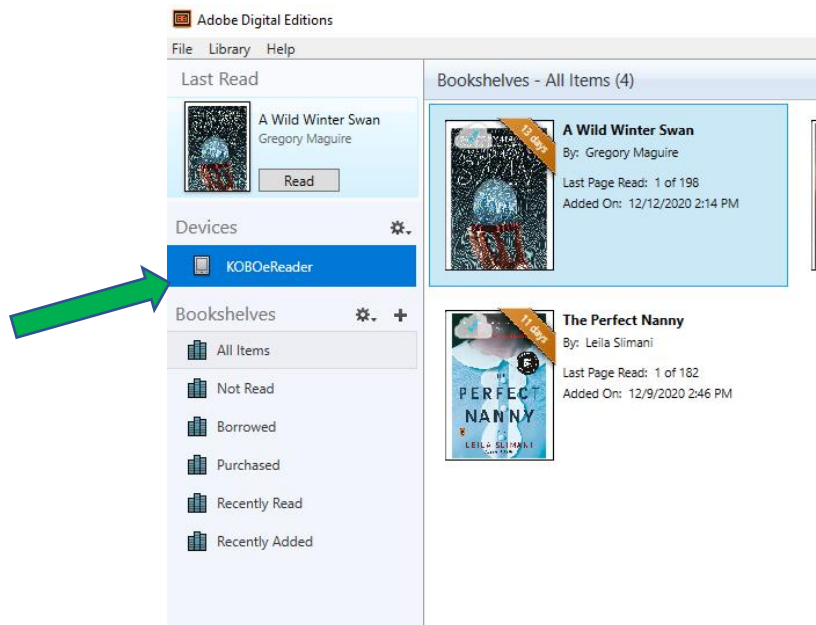
15. A pop up will indicate that the book is being transferred to your device.
16. Eject your eReader and unplug the USB cable from your eReader.