

# OneClickdigital Audiobooks and eBooks

## Prince George Public Library – [www.lib.pg.bc.ca](http://www.lib.pg.bc.ca)

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OneClickdigital strength lies in their offering of the Recorded Books audiobook line in a downloadable format. The service also offers public domain eBooks with plans to offer best sellers in the near future.

### If you have a smartphone or tablet:

- Search for **OneClickdigital Media Manager** app from iTunes App Store or Google Play and install it.

### How to access OneClickdigital on your computer:

1. Go to **[www.lib.pg.bc.ca](http://www.lib.pg.bc.ca)** in your internet browser
2. Click on **Download eBooks & More**
3. Click on **OneClickdigital** icon

### Create a new account:

1. Click **Create New Account** link in top right hand corner of their website
2. Enter your **library card number** without spaces
3. Select your **preferences**
  - a. Select Apple iTunes or Other for your audio device
  - b. Audio Download Method: best to use the Media Manager or app
4. Enter your **personal information** to access OneClickdigital in the future
5. Click **Create an Account** button

### Login to OneClickdigital:

1. Click the **Login** link in the top right hand corner of their website
2. Enter your **username** and **password**
3. Click the **Login** button

### Install software needed to download audiobooks:

1. Click the **Getting Started** link above the listing of book titles
2. Choose your eAudio app format (Android, Apple, Windows, Mac)
3. Download and install the **OneClickdigital Media Manager**
4. An icon will appear on your desktop
5. To use the Media Manager, you will need to enter your username and password

### Install software needed to download eBooks:

1. Click the **Getting Started** link above the listing of book titles
2. Choose your eBook app format (Android, Apple, desktop)
3. Follow the instructions on the screen for assistance

### Searching for an audiobook:

- All audiobooks have a headphones icon
- **Quick Search** at the top of every screen allows you to search by title, author, narrator, and target audience
- **Browse** allows you to see a particular genre
- **Filter** lets you focus on eAudio or eBook
- **Advanced Search** gives you more options in searching

### Selecting and downloading an audiobook:

1. Click on a book cover that interests you
2. The top of the screen will give you information about the book and the entry below will give you information about which format is available, the duration, file size, and an option to preview the book
3. If the audiobook is available, there will be a Checkout Now! Button on the right hand side
  - If the audiobook is not available, you can click the **Hold** or **Add to Wishlist** buttons
  - Your Holds and Wish List items can be viewed on their appropriate tabs in the OneClickdigital Media Manager (click the refresh button to update)
4. Choose your lending period from **1-21 days**, then click the **Checkout Now!** Button
5. An option will appear to open or save the titlename.ocdf file, select **Open**
6. The OneClickdigital Media Manager will open and click on the **Check Outs** tab
7. Click the **Play** button to download and listen to the title
8. To transfer to a device, plug in your device, click **Download and Transfer** button, then follow the prompts

### Returning an audiobook

1. In the **Check Outs tab** of the OneClickdigital Media Manager, click the **Return** button for a particular title
2. You can also return the audiobook through the OneClickdigital website in your account

### Other tips for Apple devices:

- When you download an audiobook, it will transfer the file to your Apple device without adding it to your iTunes software
- Prevent your device from sleeping by selecting "Disable Auto-Lock" in the settings, otherwise the audiobook will stop downloading when the device goes to sleep

For additional assistance, click the Help button at the top of any screen where you can see **Help, Support, FAQs, User Tutorials, and Devices**.