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Step 1: Find a Book

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- Sign in to your account using your Glenview Public Library card number.
- Search the collection for an eBook, then click **BORROW** to check it out. If it is not available, you may click **PLACE A HOLD** so you will be notified by email when it is available for checkout. Once available, holds are held for 72 hours.

Step 2: Transferring Books to Your Device

- Once an item is checked out, it will appear on your **LOANS** page under **MY ACCOUNT**. Click on **Download** and select **Kindle Book**.
- MyMediaMall will direct you to Amazon.com. Log in to your Amazon account to proceed.
- Once you are logged in, click the **GET LIBRARY BOOK** button on the right side of the page. Select which device you would like the title delivered to.
- You will see a confirmation page indicating successful delivery of the item.
- Your eBook will be available on your Kindle device the next time you sync (if you have a WiFi connection, this usually happens immediately).
- Titles will appear on your home page.

NOTE: If your Kindle device is 3G and/or not WiFi enabled, titles must be transferred via USB and cannot be transferred via WiFi.

Transferring Kindle Files via USB

Use this process to:

- Transfer Kindle formatted ebooks to older Kindle version eReaders that are not wifi enabled, or 3G Kindle eReaders.

How To:

- Visit Manage your Content and Devices on the Amazon.com page. Connect your device to your computer with the USB cable. Your device will appear in the same location on your computer that external USB drives appear. (Windows: Your device will appear in the Computer or My Computer folder. Mac: Your device will appear on the desktop)
- Open the device folder, and then open the Documents or Internal Documents folder.
- Locate the downloaded file on your computer, and then drag and drop the compatible file into the appropriate folder. Depending on your device type, the folder names may vary. For example, on Kindle Paperwhite, move books to the Documents folder. On Kindle Fire tablets, move books to the Books folder.
- Safely disconnect your device from your computer once the transfer is complete. Your content will appear on the home screen of your device.

I still need help! Stop by at the Readers Services desk or call us at **847-729-7500 x 7600**.

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