

NetLibrary eAudiobooks are books that have been read aloud and recorded. They can be downloaded and played on any desktop, laptop or portable device that supports Windows Media Player version 9 or above. There is no tape or CD involved. The initial collection available to Kitchigami users includes about 300 titles, with some popular titles in fiction, mystery, history, classics, sci-fi and movie tie-ins.

The user account must be created from within a KRL branch library, either by yourself at a public access computer or by the staff for you. If you are unable to visit a library, call your local branch and they will create an account for you.

Create your account:

1. You must have a valid KRL card number and a PIN to set up a personal account with NetLibrary. If you don't have a PIN or can't remember your existing PIN, please call or visit your local library. They will assign a new PIN for you. Once you have a good PIN, you can change it in My Account at www.kitchicat.krls.org .

2. First time users must create a NetLibrary account from within a KRL branch library. From the Kitchigami catalog, click on e-Resources of the left side of the screen, then click on Net Library. At the NetLibrary screen on the top right hand side, click on "create a free account". Follow the on-screen instructions to create your personal NetLibrary account. Or, have the staff at your local KRL branch create an account for you.

Once you have done this step, you can go directly to [NetLibrary](#) and login. You will now be able to access KRL's eContent collection 24 hours a day, 7 days a week, from anywhere with Internet access. However, downloading eAudiobooks at a KRL branch library is not available. NetLibrary also has eBooks, which are printed books to read online.

Find the book you want to download:

1. Search for a title and select the e-book format copy. Or, search our catalog under the subject heading "[Downloadable audio books](#)."

Select the title you want to download. Once in the record for a downloadable book, click on the "Connect to" link near the top of the screen, which will take you directly to the NetLibrary site. Do not click on the "request" link; that is used to request printed titles.

- or -

Go to the NetLibrary/Recorded Books site directly to access the Library's downloadable eAudiobook catalog (www.netlibrary.com). Use NetLibrary's basic or advanced search tools to find the eAudiobook you want to download. You must logon to your personal account to download. For some titles, you can click on "Listen to preview" to hear a short sample before downloading the full book.

2. Download a book

Once you have decided on a book to download to your personal PC or laptop, click on "Download this eAudiobook". Then choose CD or radio quality. At the bottom of the screen, there are other help links.

- **CD quality** offers high-fidelity playback for patrons with high-speed Internet access. You must download CD quality if you plan to transfer the file to a portable media player.
- **Radio quality** provides smaller files with shorter download times, but cannot be transferred to a portable media player.

A window should appear asking if you want to "open" or "save" the file. Click "save" and save it to anywhere on your PC. Saving to the desktop is recommended as it is easy to find later.

If you have a virus scanner or other protective software, a bar may appear under your web browser's address bar. It may say "To help protect your security, Internet Explorer blocked this site from downloading files to your computer. Click here for options...." Click on the bar, and choose "Download file".

If another Kitchigami library user has downloaded the title you selected and the checkout period has not expired, you will not be able to download the title now. You can request to be notified when it is available and can download it then. This is similar to placing a hold on a book that is checked out by another library user.

You will not be able to burn a disc from the download or transfer the download to the Internet. Also, these files do not work with iPods.

3. When the download is complete, click "open".

Open the book using Windows Media Player (WMP) version 9 or higher, or MusicMatch Jukebox v8.2 or higher. The book should start playing.

If WMP does not open, go into WMP from the start menu on your computer. Click the "Tools" menu and choose "Options". Click on "File types" and put check marks in the Windows media files (asf) and Windows Media Audio files (wma). Click on OK, and then try again to open the downloaded audiobook.

4. Acquire a license

When you play the file for the first time, you will be re-connected to NetLibrary to acquire a license. Login with your NetLibrary account information. The license will be downloaded automatically and playback will begin. Each downloaded eAudiobook will require its own license. The file is active for three weeks and will then automatically expire. You may have a total of 10 eAudiobooks checked out at any one time.

5. Transfer an audiobook to a portable device (optional)

See help files on NetLibrary for further instructions on using different versions of Windows Media Player. Go to NetLibrary.com, click on Help, click on Listening, click on Transfer an e-Audiobook.

These are general instructions: Plug your portable audio device into the computer using a USB port, and turn it on. You will either hear a "ding" or see visual indication that the device is detected by your computer. Find the CD quality downloaded audiobook file, double click it to open it with Windows Media Player. It will open, and obtain the license from NetLibrary to allow the audiobook to play.

Select "Copy to CD or Device" from the media player's menu options. A list of available titles will be displayed. Select the title you wish to download. Select a target device from the "Items on Device" dropdown menu. Click on the copy button to transfer the title.

Windows Media Player will transfer the file to your portable device. Disconnect the portable device (you may need to use the "Safely Remove Hardware" icon).

6. Put the audiobook in your Sync list and synchronize it on portable device

Check the "Library" tab in Windows Media Player. The book you just downloaded should be listed. If it is not, minimize the WMP screen and locate the icon for your downloaded book on your desktop. Click once on the icon, hold it down and drag it over to WMP. When you let go of the mouse, your book will appear on the list.

Click on the book you just downloaded once, hold it down and drag it over to the right-hand side of the screen under the "Sync list" heading. If you don't see "sync list" you may see "Now playing list". If this happens, click on the down pointing arrow next to the "Now playing list" and choose "Sync list" from the menu.

Look for the small green button with two arrows, next to the words "Start sync", on the upper left or lower right of the screen. Click on the button.

The audiobook will be transferred to your portable device. You might see the message "downloading" on your screen. When transfer is complete, unplug the portable device from your computer. You can now listen to the audiobook on your portable device. The license will expire 21 days from when it was downloaded from NetLibrary.

7. Remove files from your portable device when done listening.

Plug the device into the computer using the USB connector and turn it on. Click on "My Computer". Locate your device, and double click on it. Delete any files you are finished with. Say "yes" to any confirmation messages.

8. Additional Tips

To learn more about WMA files and devices that support them, see the Help files on "Supported portable Listening Devices" link on NetLibrary.com. If you already have a device, consult the product documentation.

Technical questions concerning this service should be directed to NetLibrary (1-800-848-5800).

NetLibrary eAudiobooks are provided in two sound qualities, CD (34 kbps) and Radio (4 kbps) quality. When selecting a device you should make certain the device supports playback of at least 32 kbps files. In order to be considered a device that works with NetLibrary eAudiobooks, the only requirement is that the device must be able to support playback of secure or protected WMA files. iPods do not support playback of WMA files.

To have an optimal experience when listening to a NetLibrary eAudiobook, it is recommended that you select devices that support features such as bookmarking and full time stamping. Also, devices with a storage capacity as listed below are recommended since the average CD quality eAudiobook file size is 140 MB.

256 MB minimum for 1-2 audio books at a time

500 MB – 1 GB for 2-5 audiobooks

1GB + for 2 + audiobooks and music

Placing a Bookmark

Sometimes you are listening to a song, or perhaps a long recording, and would like to be able to pick up from this point at another time. Some portable listening devices have a specific function for this known as a Bookmark, while others do not. Devices that support bookmarking allow you to designate a place within a file and return to that place. Check your instruction manual or manufacture for information and instructions on this. If bookmarking is not possible you can often pause the recording, and turn the device off. To resume from the same place, simply turn the device on and press play.