Browsing and Checking Out

1. In your web browser, open https://www.cadl.org/

2. Hover over Download & Stream and select MCLS OverDrive Catalog.

3. The MCLS OverDrive Library will open. Choose Sign In, in the upper right hand corner. From the drop down menu, select Capital Area District Library from the list of libraries.

4. Enter your complete library card number and select Sign In.

5. Browse for a book by making a selection under Subjects, Collections, Kids, or Teen. Search for a specific title or author by pressing the magnifying glass and typing in your search in the box to the left. After selecting a subject or doing a search, use the filters that appear on the left to limit by format, audience, availability, etc.
6. Click on the title you’d like to borrow to see more information about it. You can then choose to **Borrow** the title (with the option to choose between 7, 14, or 21 days) or **Read a Sample**.
   - If the book is not available, the button will say **Place a Hold**. Enter your email address after selecting **Place a Hold** and you will receive an email when the book is available for you.
   - If a title is available to request again (renew), the option will become available within 3 days of expiration.
   - You will NOT have overdue fines from any digital items.
   - Magazines have due dates but you can always check them out again right away.

7. After you select **Borrow**, click **Listen now in browser** for Audiobooks. For eBooks and Magazines, select **Read now in browser**. The title will open in your web browser.

8. Click the menu button along the top of the screen to see a Chapters, Bookmarks, and other features.

9. When you are finished reading or listening, simply close your web browser. When you log back into your account, select **My Account** then **Loans**. Choose **Read now in browser** or **Listen now in browser**. The title will begin where you left off.

**Returning a Loan Early**

Although all OverDrive loans will return automatically on their due dates, you may return titles early if you would like to. Go to your **Account**. From the **Loans** page, find the title you want to return and select **Return** directly below it.

For additional help please call your **local branch** or fill out the help form on our **Contact and Help Page** online. For additional support, try [http://help.overdrive.com](http://help.overdrive.com).