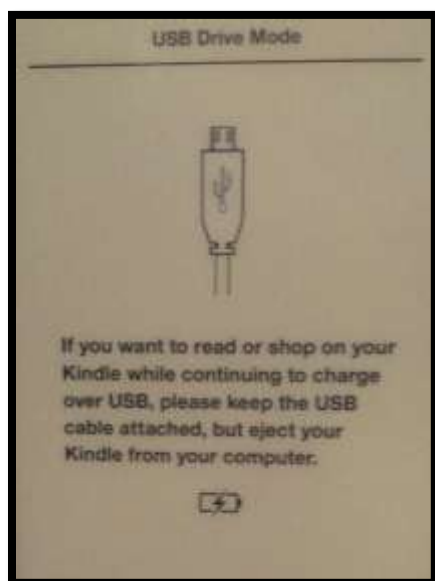


SCREENSHOT PROCEDURAL FOR DOWNLOADING A KINDLE BOOK VIA USB

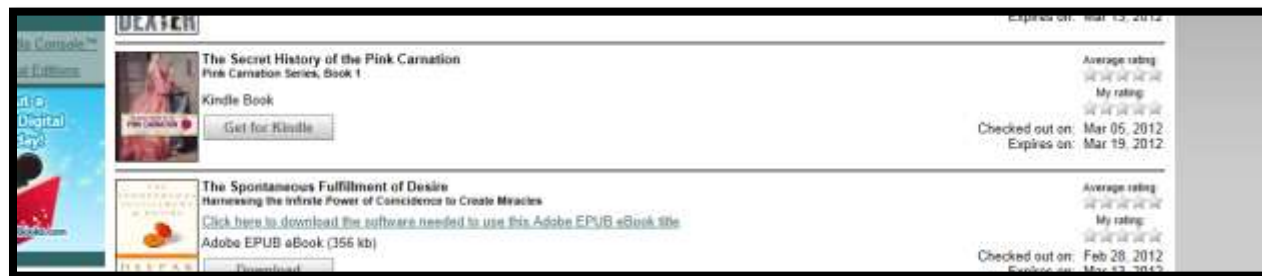
This procedure shows you how to transfer a Kindle book from the Sno-Isle Catalog to your screen – when you must transfer an item via USB because of publisher requirements, these are the steps to follow.

When you connect your Kindle to your computer via the USB, the following message will appear on your Kindle – this does not mean that you need to Eject your Kindle (you shouldn't as we're trying to get that item onto your Kindle; it's merely the default message that will always appear when you plug your Kindle into your computer).

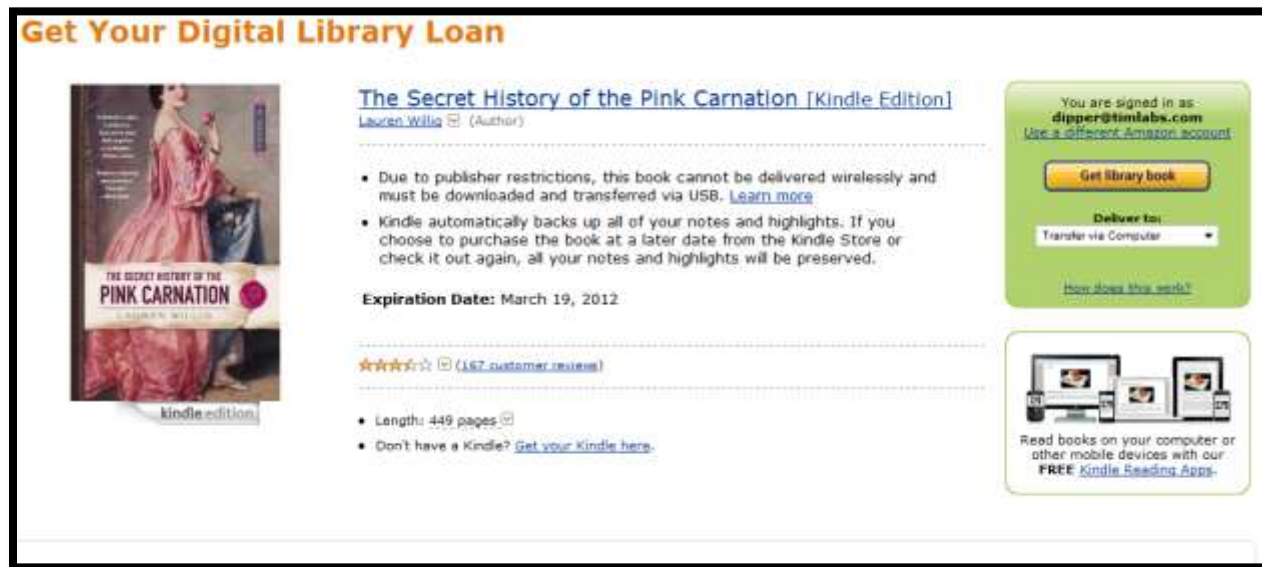
We won't be using the Kindle itself to transfer the files, but will instead be using our computer keyboard/mouse.



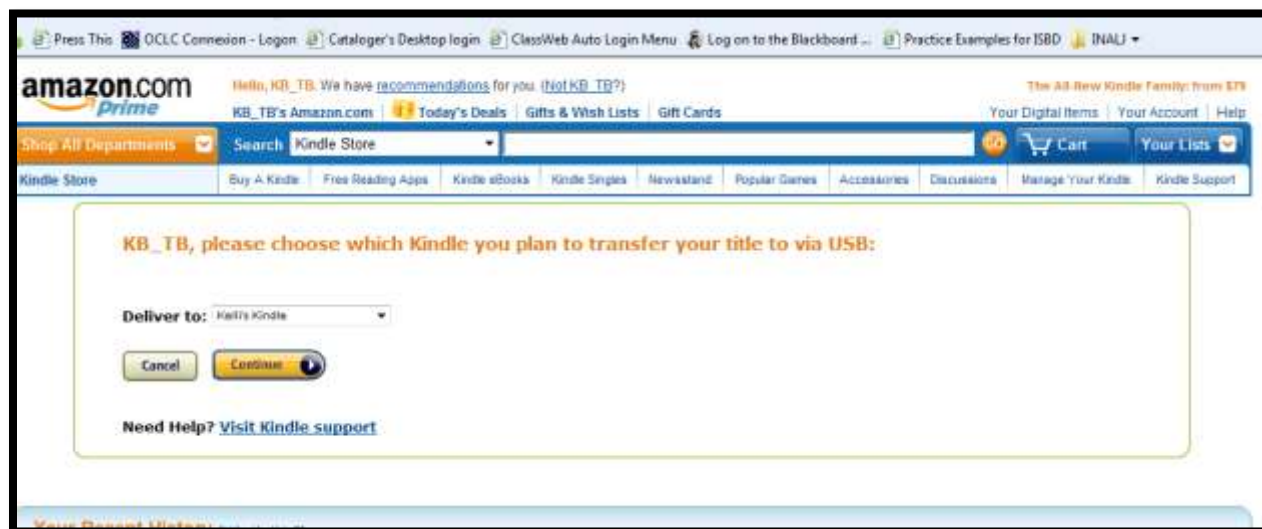
Go to the book you've checked out, and click "Get for Kindle".



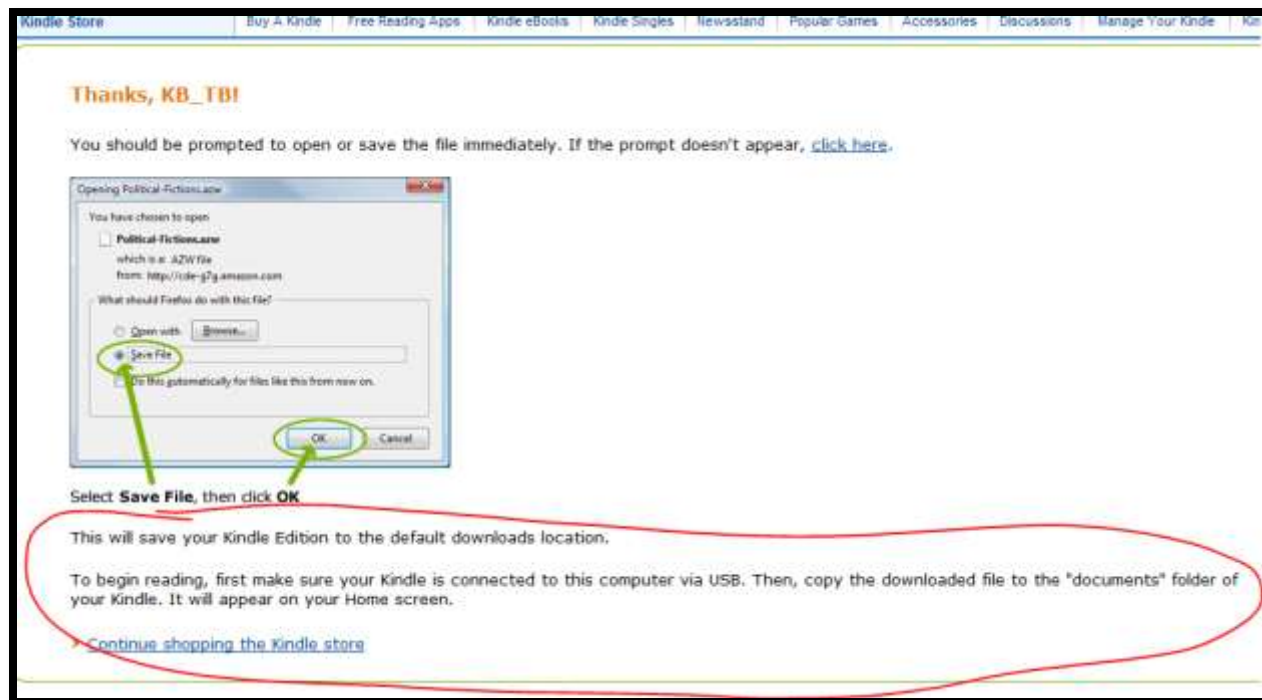
Clicking on the “Get for Kindle” button takes you to the item page @ the Amazon website. Click the “Get library book” button on right-hand side of screen. For USB-transferable-only items, the words “Transfer via computer” will automatically appear in the “Deliver to:” list and is the only option available from the list – all other choices will be grayed out.



You will then be directed to another page, where you select the name of the Kindle device you ‘ve connected to the computer. (Some people have several devices, since there are Kindle apps for smartphones, as well as the fact that two people can share a Kindle account)



You will get a screen saying “do you really want to download?”. Choose “Yes”. The following screen should appear, telling you how to Save the book to your Kindle. If you see this dialog box, just click “OK”.

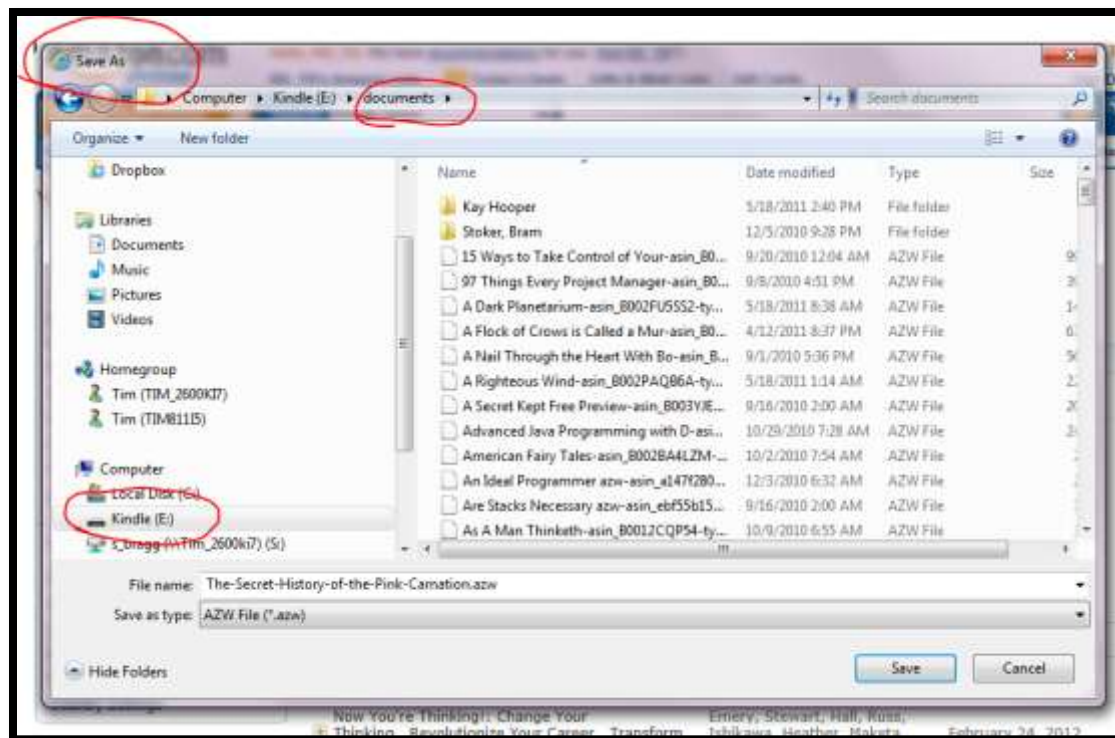


HOWEVER: Your screen might not look like the image above, and you might see another type of display – it will be some form of popup screen. For example, this yellow-edged box is what appears on my computer at home (I use Internet Explorer 9 and Windows 7.)



Whatever the popup box looks like: where prompted, **click on the downward-facing arrow beside the word “Save”, NOT the “Save” button itself**, as this is the only way to get to the correct screen. (I went through this procedure several times, clicking Save, and the book never downloaded to my Kindle (arg!).)

When you click the downward-facing arrow on the Save button, a drop-down list will appear offering you 3 choices: Save, Save As, Save and Open. **Choose “Save as”: it’s the only choice that will let you see an interactive window displaying your computer’s directory.** As shown in the image below, the book title should auto-fill into the “File name” box, as well as “Save as type”, so you don’t need to worry about those boxes at all. Scan down the list on the left-hand side of the screen until you see the Kindle device (usually, but not always, Drive E:)



Choose the “Documents” folder, which on my computer appears on the right-hand side of the display, then click “Save”. The book will now download to your Kindle. (Notice at the top of this screenshot it says “Computer > Kindle (E:) > documents”. This is the file where Kindle books are saved.)

NOTE: It may take a few minutes for your Sno-Isle book to be indexed on the Kindle. Until it’s indexed, it won’t appear in the Titles list. I was wondering for a while why my books weren’t downloading even when going through the above procedure until I finally realized it just takes a little time for them to appear.

When you’re done downloading books and you’re ready to enjoy them on your Kindle, just follow the proper ejection rules for USB-connected devices: click on the icon that looks like a USB plug + green checkmark. This is typically found in the lower right-hand corner of your computer screen near the clock (unless you’ve customized your display to have the taskbar display somewhere else.) That brings up a menu...just click on the Kindle name as the device to eject, and you can now safely remove the USB from your Kindle.

NOTE ABOUT BORROWING KINDLE BOOKS:

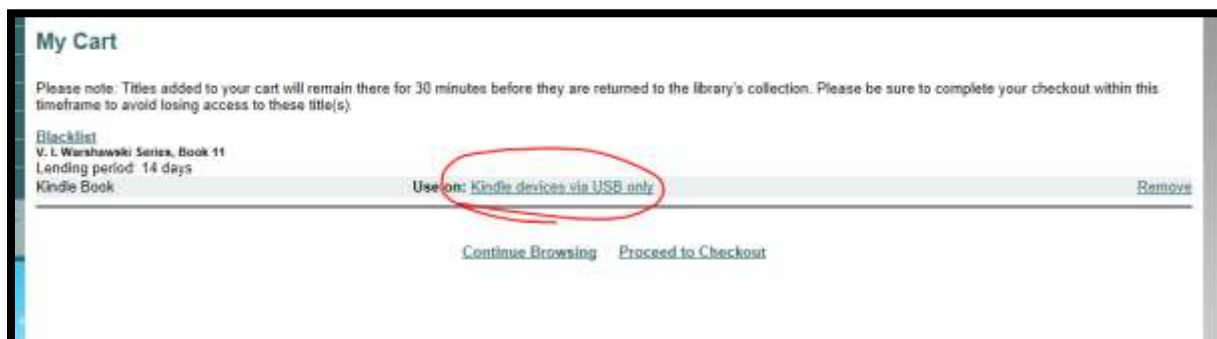
Although you can only borrow 10 digital items at a time, Kindle books can be returned early! Just go to the “Manage your Kindle” area at Amazon.com, visit your Kindle library, and click on the “Actions” button associated with the title you want to return. Choose “Return this book” from the dropdown menu and the book will disappear from your Sno-Isle digital bookshelf.

APPENDIX: These shots are shown only to get you familiar with how the checkout of a digital item appears at the Sno-Isle website.

Each digital item will tell you what types of eReaders can be used. For example, the book “Blacklist” is available in Kindle, Adobe EPUB, and Adobe PDF formats. Also notice that the Kindle book can only be transferred via USB cable. To check out the book, click “add to cart”. If you see the words “place a hold”, then item isn’t currently available.



In your cart, the book will again show what device this item will download to:



You can choose the lending period: 7, 14, or 21 days.

