

# CyberShelf: OneClickdigital eAudiobooks

## *What do I need to use PPLD OneClickdigital eAudiobooks?*

1. A Pikes Peak Library District card and PIN.
2. A OneClickdigital account (available via computer through the OneClickdigital website at [ppldco.oneclickdigital.com/#register](http://ppldco.oneclickdigital.com/#register)).
3. A computer with OneClickdigital Media Manager installed.
4. If you want to download and transfer to a device that does not use apps, you will need a compatible device.

## **Step 1: Create a OneClickdigital account (first-time use only)**

- Click on **CyberShelf/OneClickdigital** in the upper navbar of ppld.org
- Click **Register** (upper right-hand corner).
- Enter your information to set up an account. At the bottom of the form, click **Register**.

## **Step 2. Download required free software and activate (first-time use only)**

OneClickdigital eAudiobooks play on and transfer from the OneClickdigital Media Manager. You must download this free software to your computer.

- Go to [ppldco.oneclickdigital.com/#help](http://ppldco.oneclickdigital.com/#help)
- Select your eAudio Desktop App version (Mac or Windows).
- Follow prompts to download and install the OneClickdigital Media Manager.

## **Step 3: Checkout eAudiobooks**

- Click on **CyberShelf/OneClickdigital** in the upper navbar of ppld.org
- Click **Sign In** (upper right-hand corner). Enter your user name and password.
- Click on **Browse** at the upper left-hand corner to Browse by genre, use the **Search** at the upper middle of the screen, or click on **All** to select **Advanced Search**.
- If searching, add any other search terms you would like. Click the magnifying glass to begin the search. Use the Refine Search at the upper left hand of the screen to narrow down your results.
- Click on the cover of the title you want.
- Click **Checkout Now** and follow the prompts to download the eAudiobook.

## **Step 4: Transfer eAudiobooks**

- Check out and download an eAudiobook to your computer.
- Connect your device to the computer.
- Open the OneClickdigital Media Manager.
- In OneClickdigital Media Manager, click **Download and Transfer** and follow the prompts to transfer the title.
- Once the transfer is complete, safely remove your device.

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Need further assistance? See the FAQs and contact info at [ppldco.oneclickdigital.com/#help](http://ppldco.oneclickdigital.com/#help)

