OneClickdigital Manual Download Option
Playing a Book on a Mac Computer

All checkouts and account updates are done on the OneClickdigital website, you may wish to save it as a favorite on your computer. http://statelibraryofks.oneclickdigital.com/

Getting Started

Register for an Account

To use OneClickdigital, you must register for an account. This is one-time only and proves your KS residency to the company.

1. Go to Library eCard Login above (or http://kslc.org) and sign in with your Kansas Library eCard.
2. Choose the OneClickdigital Audiobooks Registration link from the Digital Books eLending section.
3. This opens OneClickdigital, and has communicated that you are allowed to make an account. If not immediately on the registration form, click "register" in the upper right. Fill out the form, some notes:
    a. Username: pick something easy to type and remember, do not use spaces.
    b. Password: minimum of 7 characters, use letters and numbers.
    c. Zip code: please provide a 5-digit zip for statistical purposes.
4. Click the Register button once, and wait until your name appears in the upper right corner of the webpage. If on a small screen, you may see a person icon instead of your name.

Set Account Preferences

You will only need to do this once.

1. Log in to the OneClickdigital website with your new username/password, if not already there. http://statelibraryofks.oneclickdigital.com
2. Click on Browse (left side) and select My Account.
3. Click on the My Preferences at left.
4. Under "eAudio Preferences" select "Download zip file (for non-protected titles only)
5. Click the update button at the bottom of the list to save - none of the other settings are needed.

Checkout a Book

Manual download can only use one type of audiobook file (Digital Rights-> Non Protected). Here is a way to find a compatible book right now.

1. On the OneClick website, choose ***Advanced Search*** from ***Browse***.
2. Set at least the first two:
    a. All Digital Rights – Non-Protected
    b. All Availability – Available
    c. All Genre- can pick a subject (Mystery, Biography, etc) to narrow down to the type of book you like from the start.
3. Click search. This will show you all books that are the correct format and available to check out right now.

From here, you may wish to use these features:

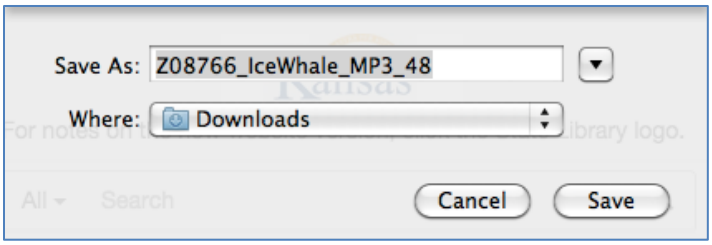
- ***Sort By*** (above first book cover) switched to “Date Added” shows the newest added books first,
- ***List View*** button (upper right of book covers, looks like black lines) to show the books with part of their summary (so you do not have to click on each book to see what it is about),
- ***Refine Search*** bar (far left) to narrow down your search further (if you did not set a genre or other option initially).

When you find a book you want, click on the cover. Use the ***Checkout Now*** button to check out the book.

Download & Play the Book

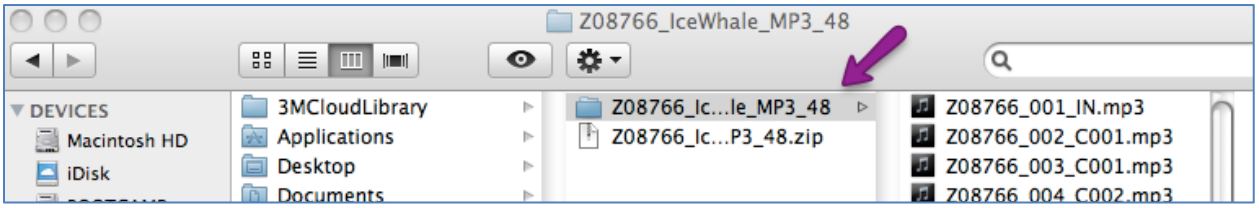
Example done in Safari browser with a book called Ice Whale.

1. Check out a book, or if your book is already checked out go to ***My Titles*** (under ***Browse*** or your name) and choose the download (down arrow) button on the cover of your book.
2. When prompted by your browser, let the file Save. Our computer has chosen to put this in the Downloads folder.



3. Depending on your Safari browser, the downloading progress might show down in the lower left corner or show in the middle of the screen. When finished, click the file and it will process and open the folder (you may see a message that Archive Utility is working).

4. When processing is complete, it opens your downloads folder. A folder with your book & its files are now available for use (blue folder icon).



   - Note that the ID number assigned to the book by OneClick stays on all folders and files for the book.
   - Do not use the .zip file – this is the unprocessed file you downloaded from the site. You need the processed book folder.
5. Open iTunes, if it is not already.
   a. Click on ***File*** & select ***Add to Library***.
   b. Choose the ***Documents*** folder, then the folder for your book's files.
   c. Click ***Open***.
6. iTunes will import the book files. If you go to ***Albums*** you will see an album called "unknown." At this point, you can change the name of the album if you would like (just click on the title). We recommend this if you will be downloading multiple books. It will help you keep them separate.
7. Click the first file of the book to start it playing.

Finished with a Book

1. Return the book on your account:
   a. Login to the OneClick site.
   b. Go to ***My Titles*** (under ***Browse***).
   c. Click on the X in the upper right corner of the book to return it.
2. Delete the downloaded book files from your computer/iTunes.

What Else?

- **Renew** – go to **My Titles** under **Browse** and click the button with two arrows next to the due date. If another person is waiting on a book, you will not be able to renew it (button will not be clickable).
- **Holds** – another line in My Titles. You can view your current holds, see what place you are in line (and how many copies the library owns) and remove any you no longer want. When it is your turn for a hold it is checked out to you automatically and the system will email you.
- **Wishlist** – another line in My Titles. This is a "save for later" area, if you neither want to checkout a book nor place a hold on it right now.
- **Need to update your account?** When logged in, choose **My Accoun**t (also under Browse or your name). You can update your email, change your password, and now even choose a different username. If you change a line, click "okay" then the "save" button at the bottom of the profile to be sure it takes!