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To encourage and support students in their at-home reading, the Hamilton-Wentworth District School Board is providing access to a digital lending library of eBooks and Audiobooks that students can access through eMAX. These eBooks and Audiobooks can be read and listened to on almost any device from an iPad to an MP3 Player. Students can access more than 2,400 popular titles appropriate for all grade levels, K-12. These titles can be accessed from home 24 hours a day, 365 days a year using the OEN number. The number of eBooks and Audiobooks available continues to grow daily - exciting news for our readers!

**To access eBooks and Audiobooks available on eMAX, follow these simple steps:**

1. Visit the **HWDSB eMAX website** at**:** <http://hwdsb.lib.overdrive.com>
2. You will need to install the OverDrive app appropriate for your mobile device or eReader (mobile devices only).
3. Begin browsing using the **Newest Reads** shelf for newest eBook and audiobook titles.
4. Choose from the drop-down menu of **Subjects,** **Collections** or **Levels** to limit your search to a particular collection, genre or reading level.
5. The book icon on the top-right-corner of the book jacket is for the eBooks.
6. The headset icon on the top-right-corner of the book jacket is for the Audiobooks.
7. Click on a book icon to read the description or **Sample** before making your choice.
8. When you have found an eBook or Audiobook that you would like to check out, select **Borrow** or **Add to Wish List** for later.
9. You will be prompted to enter your nine-digit OEN number.

*\*\*There is a sticker attached at the top of this page with your student’s OEN number.\*\**

1. Students 13 years and older will be prompted to create a free OverDrive account

**Note:** *For download and registration please use one of the following Internet Browsers: Google Chrome, Safari or Mozilla*.

1. Select **Read or Listen** can **Read** your eBook in a browser. *Please note: Internet access is required*.
2. You can also save an eBook for offline reding (no software required).

Please follow the instructions: [**http://help.overdrive.com/customer/portal/articles/1481524-how-to-read-overdrive-read-ebooks-offline**](http://help.overdrive.com/customer/portal/articles/1481524-how-to-read-overdrive-read-ebooks-offline)

1. If you do not have the appropriate app on your device, you will be prompted to download it. You can find your downloaded title by opening your OverDrive app.

*\*Please note: downloaded titles can be read or listen to without Internet access.*

1. You will be given an **Auto-Return date**. The title will be returned automatically on this date.
2. For device specific guides please go to: <http://help.overdrive.com/customer/en/portal/articles/1481729-getting-started-with-overdrive>

This initiative is exciting and engaging for our students! If you have questions, please see the list of frequently asked questions below.

**FREQUENTLY ASKED QUESTIONS ON eMAX**

**How many titles can I check out at a time?**

You can check out up to 20 titles.

**How do I know if the eBook or audiobook is "Just right" for me?**

You can **Sample** it before downloading. This gives you an opportunity to read the first page of the eBook or listen to audio samples before checking it out.

**What does ‘Always Available’ mean?**

**Always Available** titles are always available for checkouts to all users.

**Can I borrow from eMAX if I have an overdue book from the school’s library?**

No. If you have an overdue book, you must resolve this with your Teacher-Librarian.

**How long can students check out an e-book or an audiobook?**

You can choose your lending periods from 7, 14, 21 or 28 days. Sign in with your OEN number Click on **Account** and then on **Settings**. Choose desired Landing Period for your eBooks and eAudiobooks. Your books will be automatically returned after the expiration date.

**How can I return a title before it expires - before it is returned automatically?**

Some titles can be returned before they expire. Please go to **Account** and click on **Return Title.**

***Please use caution when doing this. If you return a title more than 3 times in one week, your borrowing privileges will be suspended for one week.***

**Can I renew a title?**

Titles can be renewed, if **Renew** option is available a few days prior to the expiration date.

**Can I** **use the dictionary, highlight text, and add notes in eMAX eBook?**

Yes, please use the following instructions:

<http://help.overdrive.com/customer/en/portal/articles/1481525-how-to-use-the-dictionary-highlight-text-and-add-notes-in-an-overdrive-read-ebook>

**Are all of the eBooks and Audiobooks age appropriate for my child?**

The eBooks available are appropriate for students from kindergarten to grade 12.  Please use your discretion and monitor your child's reading choices at home.

**Can I still use eMAX in the summer?**

Yes ☺

**I still have more questions about eMAX. Who can I contact?**

You can use the Support option on eMAX to email an expert for further assistance.

**Happy reading!** 