

# Guide to Edogawa City Library, e-Book Service

## Overview of Edogawa City Library, e-Book Service

- An online service from which users can borrow and return electronic books using a computer with internet access or an iOS or Android compatible smartphone or tablet.
- Service is available 24 hours.
- Please access the e-Book Service via the Edogawa City Library website.
- An internet connection fee will be incurred while using this service.

## Access to Edogawa City Library, e-Book Service

- \* Only Edogawa residents with a *kashidashi-ken* (library card) from the Edogawa City Library are eligible.
- Please complete the application form for use and submit together with a proof of address document. An ID and password for the e-Book Service will be issued.
- The ID will expire at the same time as the expiration date of the *kashidashi-ken* (library card) and must be renewed. Please visit the library for renewal procedures.
- Your ID and password cannot be loaned to another person.

## Borrowing Items

- Access the Edogawa City Library, e-Book Service website and log in using your ID and password.
- Search for the e-book you would like to read and click the “Borrow” button.
- After borrowing the book, click the “Read” button and the e-book will begin loading. Once it has loaded, the e-book will appear on your screen for you to read.
- Number of items to borrow – up to two items
- Lending period – two weeks (336 hours)

\*The lending/holding period is calculated in terms of “hours”, not “days” from the time an item is borrowed. Please be careful of when they are due.

- As long as the item is not reserved by the next person, the lending period can be extended once for two weeks (336 hours). From “My Account”, click on the “Renew” button to extend your lending period. The “Renew” button will appear three days before (72 hours before) the return date.

## Returning Items

- Items will be returned when you click on the “Return” button.
- After the lending period, items will automatically be returned.

## Reserving Items

- When an e-book has been lent out to someone else, the “Reserve” button will appear.
- After you click the “Reserve” button, you will be transferred to a page to input your email address. Please enter an email address to be notified when your book becomes available to you. For those with spam settings, please change your setting to allow emails from the e-Book service with the email domain “@overdrive.com”.
- Only one item can be reserved, and reserved items will be held for three days (72 hours).

The holding period for reserved items is calculated in terms of “hours”, not “days” from the time it has been put on hold. Please be aware of the expiration.

## Lost ID and Password

- IDs and passwords can be reissued. Please visit the library with your “kashi dashi ken (library card)”.

## About “My Account”

- This is the user information screen. To use “My Account”, please log in with your e-Book service ID and password.
- “My Account” has the following functionalities.
  - Items that are currently being lent out  
Items that you are currently borrowing will be shown on this page. Extending a lending period or returning earlier than the due date can be completed on this page.
  - Reservations  
Items that are reserved using the “Reserve” button are shown here. From this page, you can cancel a reservation or defer a reservation (this function allows you to designate a reservation as an item you do not need right away).
  - Wish list  
You can save a list of e-books you would like to borrow in your wish list. You can add to your wish list by clicking on the ribbon icon on the bottom right of the book cover image in the list of books or by clicking the “Add to Wish List” button on the detailed screen.
  - Reviewed items  
A list of e-books you have reviewed can be confirmed on this page.
  - Settings  
Adjustments to settings such as automatic lending of reserved items or content display conditions, etc. can be made here.

For additional information regarding use and operation environment, please refer to the “FAQs” on the e-Book Service website: <https://overdrivejapan.jp/faq>

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<https://edogawa-library-e-book-service.overdrive.com/>



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