## OneClickdigital User Guide

Download and Transfer using OneClickdigital Media Manager

Requirements: Windows computer OneClickdigital account OneClickdigital Media Manager installation A portable device

- Visit your library's OneClickdigital website and log in, using the username and password selected when creating your OneClickdigital account.
- Click *My Account* in the row of tabs along the top of the webpage, followed by *Preferences* in the second row of tabs.

For Apple Devices:

Under *Generic Preferences*, confirm that *Apple Device (iTunes)* is selected for the *Default Device* setting.

For non-Apple Devices:

Under *Generic Preferences*, confirm that *Other* is selected for the *Default Device* setting.

Home	My G	Collections	Advanced Search	My Account	Help	Contact Us		
Quick Search	All	~	۹		Browse All	<b>v</b> Q		
Ask about (	our new bund	ling options!						
Profile	Preferences	Alerts	Mobile Devices			Getting Started		
	Ger	neric Preferei	nces					
	Turn	i on My Search on	home page	Selectyour	Home Page search			
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	Default Device							
<ul> <li>Apple Device (Tunes) </li> <li>Other</li> </ul>								
	One Click digital Madia Managan Professores							
	OneClickdigital Media Manager Preterences							
OneClickdigital Media Manager is a free software allowing patrons to listen and transfer audiobooks to their portable devices. Along with the Media Manager, patrons have the option to download the audiobooks as zipped files. Protected titles may not play if your computer or laptop does not have the latest DRM components installed. Please refer to the FAQs on how to verify if your computer or laptop has the latest DRM components installed.								
Use OneClick digital Media Manager as my default player								
	🔿 Yes 💿 No							

• Under OneClickdigital Media Manager Preferences, confirm that Yes is selected for the Use OneClickdigital Media Manager as my default player.

## OneClickdigital Media Manager Preferences

OneClickdigital Media Manager is a free software allowing patrons to listen and transfer audiobooks to their portable devices. Along with the Media Manager, patrons have the option to download the audiobooks as zipped files. Protected titles may not play if your computer or laptop does not have the latest DRM components installed. Please refer to the FAQs on how to verify if your computer or laptop has the latest DRM components installed.

Use OneClick digital Media Manager as my default player



Automatically download / resume all titles

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	Clear	Update Preferences

• Click the *Update Preferences* button at the bottom of the page.

• Using the *Quick Search* or *Advanced Search* features, locate a title you wish to listen to.

Home	Home My Collections		Advanced Search	My Account	Help	Contact Us	
Quick Search All		۹.		Browse All	<b>v</b> Q		
Ask about our new bundling options!							
My Search	Newly Added	Featured	What's Popular			Getting Started	
Home	My Collec	tions	Advanced Search	My Account	Help	Contact Us	
Ask about ou	ur new bundling	options!					
Advanced Se	earch						
Saved Searches Select							
Title				Genre All	~		

• Click on the title image in the search results to access the Title Detail page.



• Click on the *Checkout Now!* Button to prompt for the title to begin downloading.



• Based on your operating system and browser, you will be asked to *Open* or *Save* the title. Click *Open*. \*\**The example below is for Windows XP with Firefox*.

Opening Catwings.ocdf							
You have chosen to open							
(1) Catwings.ocdf							
which is a: OCDF file (132 bytes)							
What should Eirefey do with this file?							
Open with OneClickDigitalMediaManager (default)							
O Save File							
Do this <u>a</u> utomatically for files like this from now on.							
OK Cancel							

• The OneClickdigital Media Manager will open automatically. Enter your OneClickdigital username and password then click *Login*.

OneClickdigital Media Manager	
File Preferences Sleep Help	Online 📀
<b>Eorgot your password?</b>	Log In Enter or select your user name, enter your Password, then click Login. Remember Password Automatic Login Login

• Plug in your portable device to your computer.

• If you have selected *Yes* to automatically download, your title will begin downloading once the Media Manager opens. After the download completes, the *Download and Transfer* button will convert to a *Transfer* button. If you have selected *No* to automatically download, you can click on the *Play* button to start the download process, or *click Download and Transfer* to start both the download and transfer process.

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		OneClickdigit	<b>Transferring</b>	I		

Cancel

• Once the transfer is complete you will receive a message stating that the transfer was successful. Check on your device to confirm that the title is displayed and plays.

Transferring 5 of 5

<b>OneClick</b> digital	
Download Completed Transfer was completed successfully	
Ok	

If you have any questions or concerns, please contact our patron support at 877-77-AUDIO / 877-772-8346 or send email to support@oneclickdigital.com