

Best Practices

for maximum student engagement

Collection Development

Keep your content fresh and varied, and use OverDrive's tools to help.

☐ REVIEW OUR SCHOOL HIGHLIGHTS

Enhance your classroom with titles specifically curated for educators and students.

highlights.overdrive.com/schools

☐ INVOLVE YOUR STAFF

Give staff (educators, curriculum directors, etc.) access to OverDrive Marketplace so they can participate in the collection development process and view reports.

marketplace.overdrive.com

☐ CURATE YOUR COLLECTION

Curate and feature fun and timely title lists. Select "Switch to Curate" in Marketplace to get started.

☐ ASK US ABOUT CLASS SETS

Maximize your budget and digitize your classroom with class sets. Digital titles automatically return, there's no risk of damage, and students have access 24/7.

☐ GET IDEAS FROM RECOMMENDED LISTS

Make use of the dozens of recommended lists personally curated by OverDrive's content specialists.

☐ EXPAND YOUR COLLECTION

Expand your collection with audiobooks, streaming video, and magazines. Simply order the new format in Marketplace and we'll take care of the rest.

☐ AUTOMATE YOUR COLLECTION WITH SELECT EXPRESS™

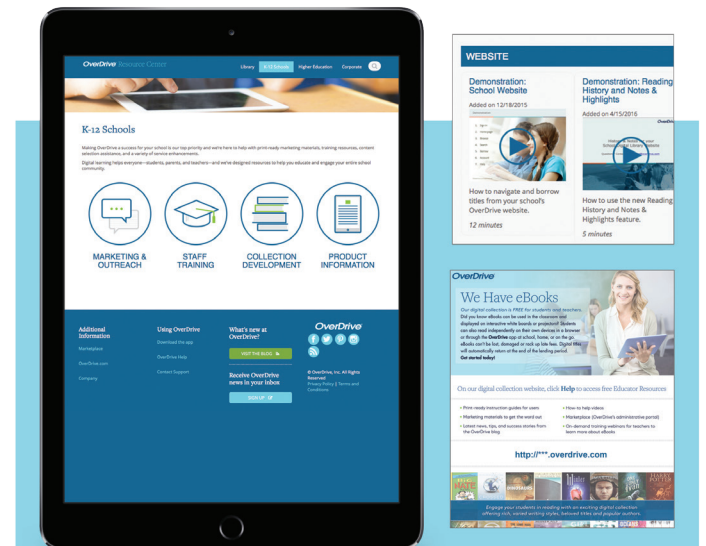
Save your staff time and effort by automating collection development with tools like Holds Manager, and Recommend to School Manager.

☐ REVIEW REPORTS

Monitor usage with the Circulation Activity, Current Waiting List, and Collection Statistics reports in Marketplace.

☐ FEATURE STUDENT AND STAFF MADE CONTENT

Digitally publish book reports, student newspapers, band recitals, plays, and more to circulate in your collection with Local Content.



Visit the Resource Center
for recommended lists,
eHighlights Catalog, and more.

Staff Training

Make sure your staff are knowledgeable and engaged with your OverDrive website so they can help promote and support it.

☐ PARTICIPATE IN STAFF TRAINING EVENTS

OverDrive offers monthly open online training sessions and regular special webcasts on popular topics.

☐ ON-DEMAND TRAINING ANYTIME, ANYWHERE

Visit the Resource Center for on-demand training modules on a variety of topics. Modules are available anytime, anywhere so you can watch at your convenience.

☐ VISIT OVERDRIVE HELP

Visit OverDrive Help for getting started guides, help videos and articles, troubleshooting tips, and more.
help.overdrive.com



Marketing & Outreach

Promote your OverDrive website online, inside, and outside the classroom to raise awareness around your school community.

☐ GET THE WORD OUT ONLINE

Try these easy and free ideas to connect with users online:

- Post a link on your school's student information system, home website or school library website, and catalog.
- Integrate MARC records into your catalog.
- Add a link to your digital collection in your social media profiles.
- Post updates, reminders, and links to new titles on social media.
- Embed samples of eBooks using OverDrive Readbox on your school's website, blog, or social media.
<https://resources.overdrive.com/readboxsamples>

☐ PRINT AND DISTRIBUTE MARKETING MATERIALS

Display marketing materials in your school's library, cafeteria, and bulletin boards. Distribute at school events like parent-teacher night, pep rallies, and more.

☐ BROADCAST TO STUDENTS

Capture your students' attention with a morning TV or radio spot.

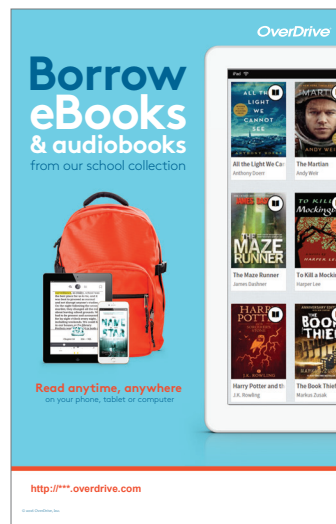
☐ ALERT YOUR SCHOOL COMMUNITY

Announce your OverDrive website to faculty through an all-staff email and send a letter home to parents.

☐ ENGAGE IN AND OUTSIDE THE CLASSROOM

Host an event or activity for students like a device raffle, eBook Story Hour, after-school digital book club, or eBook scavenger hunt.

The Digital Bookmobile is touring the country! It's an excellent and fun way to promote your service to students. To learn more, visit <https://digitalbookmobile.com>.



New to OverDrive?

You can **Read** or **Listen** to titles right in your browser without needing additional software.

To get started, borrow a title that's available in the OverDrive Read or OverDrive Listen format from our school's OverDrive website. Then, click or tap on the **Read** or **Listen** button on your **Checkouts** page (under your **Account**) to begin enjoying your title immediately.

You can also use the **free OverDrive app** to borrow and enjoy digital titles. The OverDrive app is available for Android™, Chromebook™, iOS® (iPhone/iPad/iPod touch), Kindle Fire® tablets, Kobo® tablets, NOOK® tablets, Windows® 8 and up, and Windows Phone®.

OverDrive is also available for Windows and Mac® users. Visit help.overdrive.com for instructions for laptop and desktop users.

Step 1
On your phone or tablet, install the OverDrive app from your device's app store or from app.overdrive.com

Step 2
If prompted, sign into the OverDrive app with a free OverDrive account.

If you're under 13 or don't want to create an OverDrive account, visit help.overdrive.com to learn about other sign-in options.

Step 3
Find and save our school's OverDrive collection in the OverDrive app.

Step 4
Open our school's OverDrive collection, sign in, and borrow or place a hold on a title. You'll need a valid ID or login to complete this step.

Step 5

Visit the Resource Center
for print-ready materials, web graphics,
communication templates, and more.

SERVICE ENHANCEMENTS

Is your school taking advantage of OverDrive's service enhancements?

- OverDrive Advantage
- APIs
- MARC Express
- Multilingual interface
- Recommend to School
- Teachers' Lounge

Visit <https://resources.overdrive.com/k-12-schools/apps-features> to learn more.

*Make sure you're staying up to date
on all things OverDrive.*

Subscribe to our emails:

<http://pub.e.overdrive.com/sign-up>



Questions? Contact your Account Specialist or email us at partnerservices@overdrive.com