

HOW TO BECOME A PATRON, DOWNLOAD A BOOK FROM AUDIOBOOK MINISTRIES WEBSITE and BARD NAVIGATION INSTRUCTIONS

First, you must be a Patron and request Username and Password from AUDIOBOOK MINISTRIES (ABM) at 206-243-7377 or email abm@audiobookministries.org. The Username and Password will give you access to online library.

If you are not already a Patron of ABM, you will need to complete an application form. Go to www.audiobookministries.org

Once site opens, listen for "SERVICES", left click, then scroll down and listen for "HOW TO RECEIVE BOOKS" then listen for "APPLICATION". Left click on this. This will download application to your computer. Print out, fill in, and have it signed by authority to confirm your disability. Mail the form to AUDIOBOOK MINISTRIES, 840 S. 192nd Street, Seattle, WA 98148.

Also, if you are already a patron of your State's Talking Book Library, please have your state send an email to abm@audiobookministries.org to verify that you are a patron of their library. Submitting our application is not needed if you can provide this verification.

The example below is for patrons that are using a PC if you are using a Mac product like IPAD or IPHONE there is no storage capacity on your device you need to download a free APP called WINZIP. This will allow you to download the book. Also, refer to BARD APP SIDE LOAD Instructions on how to download books from our website using BARD Mobile App are found here: [BARD Mobile Application User Guide](#). For detailed instructions, see Section 8.6 to 8.6.2. instructions

Example and steps to download a book from our online library:

Step 1. Go to website: www.audiobookministries.org

Step 2. Find upper toolbar Listen for “About Us” continue to scroll from left to right and find “MY ACCOUNT” do a left click

Step 3. Page Announcement: “MYACCOUNT” scroll through information until you hear Username this is where you enter the Username given to by AUDIOBOOK MINISTRIES. Once Username is put in, listen for Password, enter PASSWORD received from AUDIOBOOK MINISTRIES. Then listen for “LOGIN” Left Click here. You will be able to change your password once you login for the first time with the one provided by AUDIOBOOK MINISTRIES.

Step 4. Page Announcement: “MY ACCOUNT” scroll down until you hear Hello **your name** (not your name? [Sign out](#)). From your account dashboard you can view your recent orders, manage your shipping and billing addresses and [edit your password and account details](#).

Step 5. Go back up to toolbar when you hear “ABOUT US” scroll from left to right until you hear “ONLINE LIBRARY ACESS” left click on this.

Step 6. Page Announcement: [Home](#) / Online Library access once you hear this scroll to your left until you hear “BOOK FILTER” Scroll down and listen for SEARCH. This will bring you to a series of hyper-links you will hear this list by scrolling down, All Bookids, All Book Publishers, All Book Sub-categories, All Book-Authors, All Series, SUBMIT. Example: select All-Book Authors listen for David Jeremiah (names are in alphabetically order by first names, once you hear (example: David Jeremiah) left click then listen for Submit by scrolling down slightly, do a left click on SUBMIT.

Step 7. Page Announcement: Title Captured by Grace (for example purpose only this will be the name of the book you selected). Scroll down until you hear a 4-digit number (example 0999) then scroll to right until you hear DOWNLOAD left click

Step 8. Page Announcement: CHECKOUT scroll down until you hear PLACE ORDER left click

Step 9. Page Announcement: ORDER RECEIVED scroll down until you hear download and book title, like (download Captured by Grace) left click

Step 10. Book will begin downloading to your download folder as a zipped file with some weird numbers do not worry about that Click to open or unzip folder listen for book title (Example Captured by Grace). If you are using Human Ware, book should populate once book is unzipped.