In OverDrive, Collections offer you the chance to group together resources on a similar theme or using a similar format.

**Create a Collection**

1. Log in to OverDrive Marketplace.
2. In the blue menu bar, select Curate.
3. On the Collections page, click the green Create Collection button.
4. Fill out the information for the collection you want to create:
   - Select Curated if you want to individually select titles
   - Select Automated if you want to create a collection that will be generated by OverDrive (e.g., New Audiobooks)
   - Name your collection and be sure to “pin” it as the main collection to make adding titles to your collection easier.
   - Click Next.

5. Now you’ll see what looks like a regular search screen in Marketplace, only now you’re searching the titles you and BOCES already own. Use the search box at the top of the screen to located titles you want to add to your collection.
• Make sure you are getting the correct format you want. In the example above, this is an OverDrive Read title, so it’s an ebook. Audiobooks will be listed as OverDrive Listen or OverDrive MP3.

• The highlighted bar at the bottom of the image tells you what kind of license this book was purchased under. This is an example of a Simultaneous Use book (“Own SU: Yes”). OC/OU means “One Copy, One User” and MA means “Metered Access.”

• When you’ve got the exact item you want to add, click the Add to Main Collection button and it will be added to your yellow Collection box. (Note: You won’t literally see the title in the box, but the number of titles listed will be changed.)

6. Once your Collection is full, it’s time to publish it. Click on your Collection’s title in the box shown above to go back to a summary page about your Collection.

7. Click in the empty white box under Publishing locations and Sora - Explore will appear below. Click Sora - Explore.

8. Click the green Publish button.
Edit Your Collections
Regardless of whether you’re creating your own collections or simply using the ones created by BOCES, you can change the order they display in or delete any you don’t want to see.

1. In Marketplace > Curate, click Sora in the top left corner. When you do, Explore will appear. Click Explore.

2. Here’s the page where you can customize the collections that display to your students and staff. Where it says Customize Advantage Collection, click Yes.

- Click the pencil icon to edit the name or other descriptors of a Collection that you’ve created. (Please don’t edit the BOCES Collections.)
- Click the X to delete any Collections you don’t want to see.
- Click the arrows to change the order in which Collections appear.

Please note: Your students will only see Collections that contain age-appropriate titles. If a Collection contains a mix of Juvenile and Young Adult titles, elementary students will only see the Juvenile ones, while staff members will see everything.