



## **Organize Content on Kindle (2nd Generation)**



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## Sort Content and Use Collections

To change how your content is organized on the Home Screen:

1. Move the 5-way controller up to the top of the screen to underline the current Sort setting. The default setting is **By Most Recent First**.
2. Move the 5-way to the right to see the Sort options.
3. Select your desired option.

## Create Collections

You can create collections to organize your content. A collection is a category you create on your Kindle Home screen. You can then move your books, audiobooks, and personal documents from the Home screen to the collections you create.

To create a collection:

1. Press the **Home** button.
2. Select **Create New Collection**.
3. Enter a name for the collection.
4. Select **Save**.

To rename or delete a collection:

1. Highlight the collection name on the Home screen.
2. Move the 5-way controller to the right to show the collection options.
3. Select the desired action.
4. Follow the on-screen instructions.

**Note:** Deleting a collection from your Kindle does not remove the content from your device. Items from the collection will appear on the Home screen after the collection is deleted.

To sort your Home screen content by collection:

1. Move your cursor to the top of the Home screen to highlight **Showing All Items** and your current viewing option.
2. Move the 5-way controller to the right to show available viewing options.
3. Select **Collections**.

## Manage Content in Your Collections

After you create collections, you can put books, audiobooks, and personal documents into those collections. You can put an item into more than one collection. Subscriptions such as newspapers, magazines, and blogs cannot currently be added to collections on the Kindle.

To add or remove collection items:

1. Highlight the collection name on the Home screen.
2. Move the 5-way controller to the right to show the collection options.
3. Select **Add/Remove Items**.
4. Highlight and select a title to add or remove it from the collection. Items currently in the collection display a check mark to the right of the title.

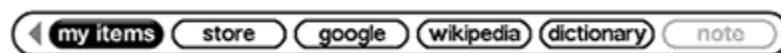
## Search on Kindle

To perform a search:

1. Type in your search term. The Search line automatically appears when you begin typing. You can use whole words or partial words, and search terms are not case-sensitive. You can enter up to 255 characters.



2. Move the 5-way to the right to highlight the content or location to search and press the 5-way to select. The arrow indicates that more Search options are available if you scroll in the direction indicated.



## View Search Results

Kindle displays a Search Results page when the requested search is completed. Use the Next Page and Previous Page buttons if there are multiple pages of results. If your results contain a specific item or website, you can underline and select specific items.

## My Items

Kindle displays all titles that contain your search term and shows total instances for your term in each item to the left of the title. To see all results for a specific title, select it.

After you select a specific title from the search results or if you limited your search results to a specific title originally, you see a results page with all the locations where the search term appears. You can select and view the locations listed using the 5-way controller. Use the Back button to return to your results page.

## Kindle Store

A Store search takes you to the Kindle Store where you can browse available titles.

## Definitions

When you look up the meaning of a word, Kindle displays definitions from default dictionary. You can use the 5-way controller to select specific words within the definition to see them defined at the bottom of the screen.

## Remote Searches

When you're connected to wireless and select **Wikipedia** or **Google** as your search option, Kindle opens Basic Web and displays the search results from the chosen website. If links are available, you can navigate to other web pages.

## Set Show and Sort Options

The Home screen allows you to choose the specific content type displayed.

### To change how your content is organized on the Home Screen:

1. Move the 5-way up to the top of the screen to underline the current Show and Sort selections. Move the 5-way to the left to see the Show options or to the right to see the Sort options.
2. Select your desired Show or Sort option.

## Download New Content

If you just purchased content from the Kindle Store or are waiting for the most recent issue of a periodical to be delivered, you can use Kindle's Home menu to start the download.

To download content pending delivery:

1. Press the **Home**.
2. Check the wireless status indicator to make sure you are connected. If not, select **Turn Wireless On** from the Home menu.
3. Press the **Menu** button and select **Sync & Check for Items**.

## Download Archived Content

Kindle displays the items you've downloaded on the Home screen. If you have Kindle content stored in your Kindle library that isn't displayed, you can download it.

To download Archived Items:

1. Select **Archived Items** from the Home screen or **View Archived Items** from the Menu.
2. Select the item.

## Remove Kindle Content

All books you purchase are automatically backed up on Amazon.com. When you remove a book from your Kindle, it appears in your Archived Items.

To remove content:

1. Press the **Home** button.
2. Underline the item.
3. Select **Remove from device**.