



# Getting Started With Pressbooks

## 1 Register for a Pressbooks account

- Talk to a librarian to find out your library's unique Pressbooks Public website.
- Once you're on the website, select the "Connect via your local library" button to be taken to the login page.
- If you already have a BiblioBoard username and password, enter them into the boxes provided.
- If you don't have a BiblioBoard Library account, click "Get Started Now" and follow the prompts to set up your profile.
- Once you've successfully logged in, you're ready to create your book through Pressbooks!

## 2 Organize

- Import an existing document, copy and paste text, or write directly in your Pressbooks account.
- Drag and drop to reorganize your chapters and/or parts.

## 3 Book Information

- This is where you add and edit information about your book, such as author name, subtitle, publication date, cover, etc.
- Here you can fill out as many or as few of the metadata fields as you would like.

## 4 Appearance

- Pressbooks has over 20 custom themes to choose from to give your book a professional-quality design, with just one click of a button.

## 5 Export

- Lastly, select to export your book as an ePUB and/or print-ready PDF in the export panel.
- If you update your book later on, you can re-export here as frequently as you'd like.

# Frequently Asked Questions

## **What is Pressbooks?**

Pressbooks is a digital self-publishing tool—now available through your library—that allows you to create professional-quality ebook and print-ready files in ePUB and PDF formats.

## **Do I need to know anything about graphic design or coding to use Pressbooks?**

Nope! You can write, edit and format your books in Pressbooks with no coding or graphic design knowledge at all. Pressbooks offers over 20 different themes, each carefully and professionally designed, that are ready for you choose from. Pressbooks also allows you to easily add footnotes, images, front matter, back matter, and more, all with no experience necessary.

## **Does Pressbooks take any ownership of my exported files?**

None at all. After exporting your book with Pressbooks you still retain complete and total ownership of your content and all exported files, and can distribute your work however you would like. Pressbooks claims no portion of any future or past royalties.

## **Can I use Pressbooks if I already have a draft of my book?**

Yes! You can copy and paste each existing chapter of your book into Pressbooks OR import your entire Word document. (**Note:** Pressbooks cannot convert PDF files to ePUBs)

## **After I export my book with Pressbooks can I make changes to it?**

Yes! You can edit and update your works in Pressbooks and export the updated files as frequently as you would like, for as long as you would like.

## **I'm having trouble getting started with Pressbooks, what should I do?**

If you're not sure how to begin using Pressbooks, ask your local librarian today about our Training Resources. There are a variety of videos, tutorials and training guides designed to get you on your way to producing the best versions of your works as possible.