


iBooks Author

Installing iBooks Author

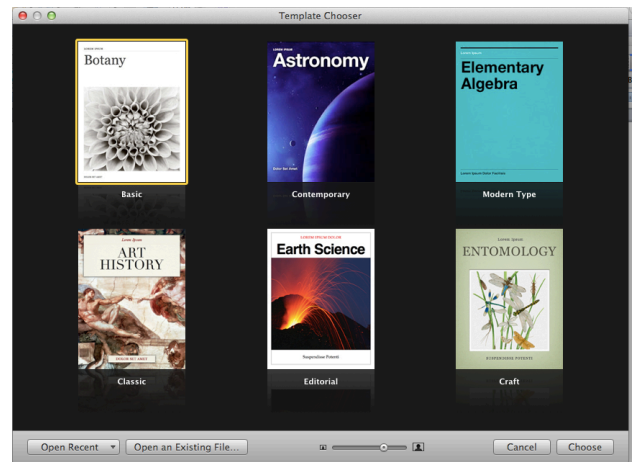
Note: iBooks Author is only available for Mac computers with OS X 10.7.2 or later.

1. Click on the Apple in the top right corner of your screen 
2. Choose **APP STORE**
3. Type "iBooks Author" in the **SEARCH** bar in the top right corner
4. Download and Install iBooks Author

Getting Started

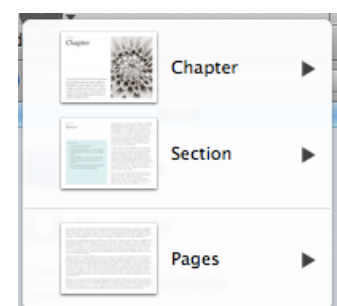
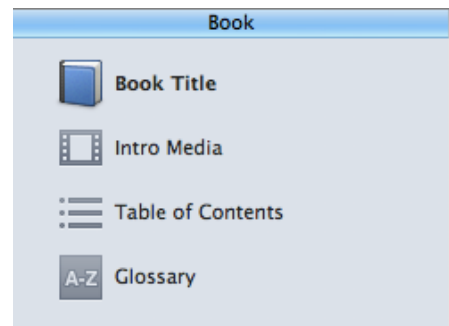
1. Go to Applications → iBooks Author
2. Select a template then click the **CHOOSE** button.

*Note: More free templates are available for download in the iTunes Store. After saving one to your computer, choose **OPEN EXISTING FILE...** and browse to the template to open it.*



Modify the Template

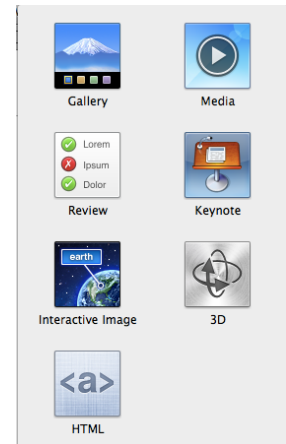
1. Click **BOOK TITLE** to create the cover of your book as it will appear in the iBooks App on the iPad.
2. Click **INTRO MEDIA** to drag and drop an introductory video or audio file. This media will auto play when the reader opens the book.
3. The **TABLE OF CONTENTS** will auto create as you add Chapters, Sections, and Files to your iBook Author project file.
4. To utilize the **GLOSSARY** feature, **RIGHT-CLICK** on any word in the book. Choose **CREATE NEW GLOSSARY TERM FROM SELECTION**. This will automatically bold the word and add the term to the glossary of the book. The editor will need to add the definition of each glossary term.
5. iBooks Author is an assembly tool. The text of your book should first be written in Pages or Microsoft Word.



6. The book is organized in CHAPTERS, SECTIONS, & PAGES.
7. You may DRAG & DROP a Pages or Word document onto the template or COPY & PASTE text. *Note: Keynote files may be added by using the Widgets button.*
8. Customize your book by adding:



- a. Text
- b. Shape, Table, or Chart
- c. Images—Insert→Choose...
- d. Hyperlink—Insert→Hyperlink
- e. Widgets – allow the reader to interact with the book

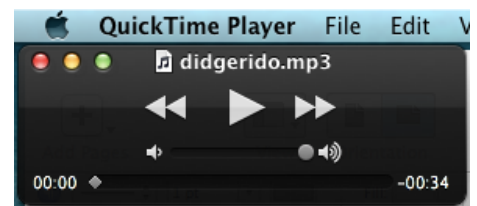


Widgets

GALLERY: Group of pictures

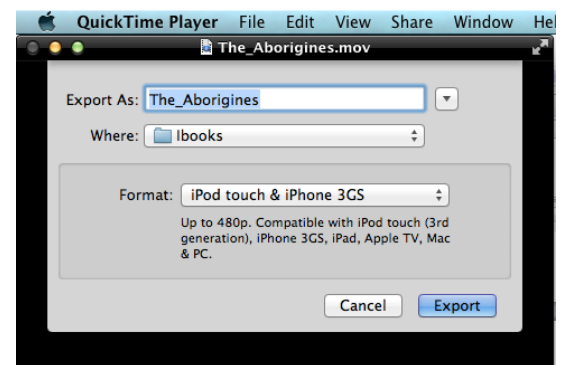
MEDIA: Audio Files

1. Right-click the .mp3 file and choose **OPEN WITH→QUICKTIME**
2. **FILE→EXPORT→AUDIO ONLY**
3. This will create a .m4a file that can be imported into iBooks Author



MEDIA: Video Files

1. Right-click the .mov file and choose **OPEN WITH→QUICKTIME**
2. **FILE→EXPORT→IPOD TOUCH & IPHONE 3GS**
3. This will create a .m4v file that can be imported into iBooks Author



Other Widgets include:

REVIEW

KEYNOTE

INTERACTIVE IMAGE

3D

HTML

Saving the iBook Project File

4. **FILE**→**SAVE**
5. Give the project a name and choose **SAVE**
6. This will create an **IBA** file that is editable on the Mac computer.



Sharing the iBook for Viewing on iPad

1. **SHARE**→**EXPORT**
2. Choose **IBOOKS**→**NEXT**
3. Give the book a name and choose **EXPORT**
4. This will create an **IBOOKS** file that is viewable on the iPad.

Sharing the iBook Using Project Share

Note: If you are not a Project Share user, the iBook can be shared by uploading the .iBooks file to your Schoolwires web page, wiki, or any other web editor in which you can upload a file. The reader would then access the web page on their iPad to view the iBook.

1. Log in to Project Share and access the course.
2. Go to Drop Box (on the left menu)
3. **ADD FILE**
4. Select the appropriate Drop Box from the dropdown menu.
5. Select **I want to upload a new file...**then **UPLOAD FILE**
6. On the next screen select **ADD FILE**
7. Browse to the .iBooks file and choose **OPEN**
8. Choose the **UPLOAD** button
9. Choose the **ADD TO DROP BOX** button
10. From the iPad, access your Project Share course, go to the Drop Box, then click the link to the iBook you want to open. Choose **OPEN IN IBOOKS**. *Note: There may be a delay while the iBook opens.*