

## GETTING STARTED WITH...



### 1. Creating an account:

- a. Go to [app.bookcreator.com](http://app.bookcreator.com)
- b. Choose a Teacher Account (you can log in with an email address, a Google account or an Office 365 account).
- c. Once logged in to Book Creator, you will be guided to set up your first library.

### 2. Getting your books from Raranga Matihiko:

#### **If you are already logged in to your school Google Account**

- a) In your Book Creator library, click on the 'Book Options' button (grey button at the bottom of the screen with the icon of three books standing together).
- b) Select 'Import Book', then 'Import from Drive'
- c) The books are in the Google folder we have shared we you.
- d) Double click the book you want to upload.

#### **If you are NOT already logged in to your school Google Account**

- a) Follow the link we sent you to our shared Google folder.
- b) Download all the .epub files (this is an electronic book file type) to your computer.
- c) In your Book Creator library, click on the 'book options' icon (it's a grey button with the icon of three books standing together).
- d) Select 'Import Book', then 'Upload from Computer'.
- e) Double click the book you want to upload.

### 3. Sharing with Students:

#### Student Links

- In Book Creator, click on your avatar and then 'Student Logins'.
- Add each student's name on a separate line, then send each student the produced link to log in to their class library. Students can then continue to work on their own book.

#### Class Library Code

- Open the Library you want to share with students.
- Click the 'Invite Code' link at the top of the page.
- Share the code with students so they can create, import, share and read each other's books.

