
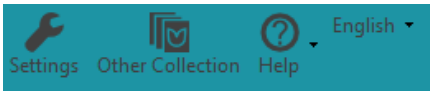

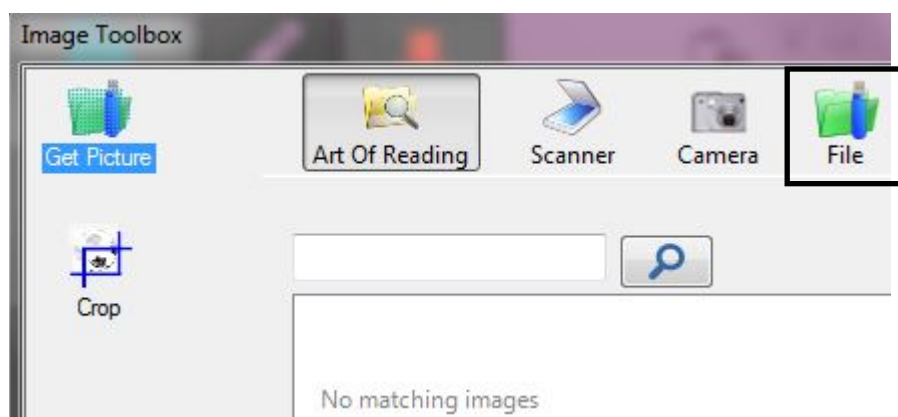


Bloom Content Instructions for Demonstration

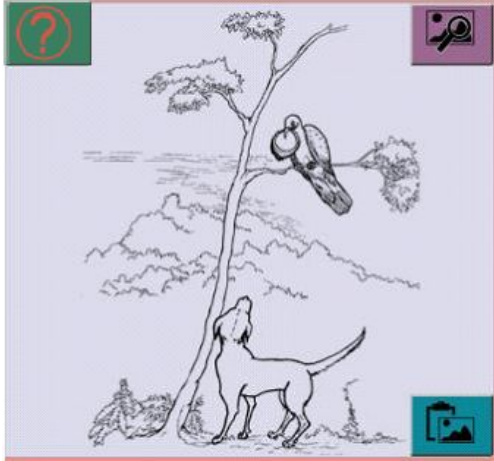
To demonstrate the capabilities of Bloom using the English language, do the following:

1. Double click on the Bloom icon  to open Bloom.
2. In **Bloom**, click '**Other Collection**', top right menu. 
3. Click **Create New Collection**
 - Select **Vernacular Collection** and click **Next**.
 - Type in the name of the language, English, and click **Next**.
 - Enter country and click **Next**. (A list is given - not an option for entering)
 - Name your project and click **Next**.
 - Click **Finish**.
4. The main window appears.
 - Under **Sources For New Books** (middle left) for **Templates**, click **Basic Book**.
 - Click **Make a book using this source**, (top left corner of book).
5. The My Book pages screen appears.
 - Edit front cover as follows: **My book** → **The Dog and the Bird**
 - Move the mouse over the cover image, click Purple **Change Image icon**,  in the right upper corner of the cover image.

- then click **File. Find file location using Windows Explorer.**



- Select: **Pic-Cover.tif**
 - Click **OK**.
6. Add copyright information to the pictures.



- Click on the **Question Mark** for one of the pictures (top left) to add license copyright information for the pictures.
- Open the **Dog Bird Title Page bkpg.txt** file. Find the illustrator's name, date and copyright holder.
- Add them to the **Credit, Copyright & License** box and click OK. **Copy this information to all other pictures in this book**, select **Yes**.

About Creative Commons (from Helps Documentation)


When you choose a license for pictures or a book, you can choose Creative Commons. In this case, you see symbols in a box. The combination of symbols depends on your selections.





Examples

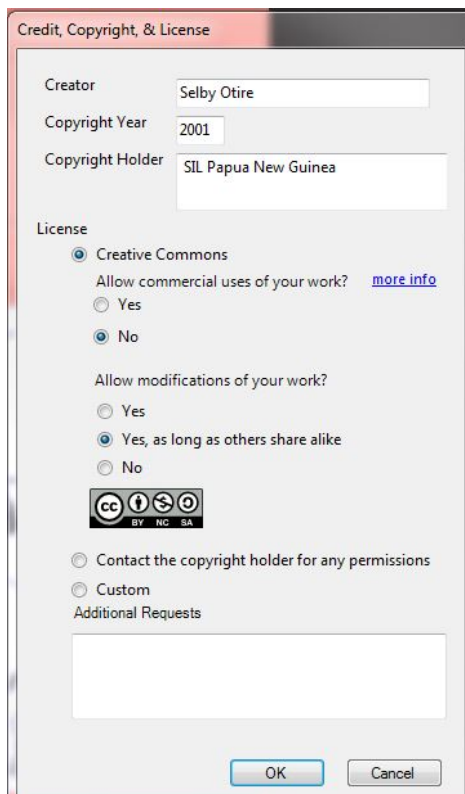


Overview

In the dialog boxes, watch the symbols change as you click Yes or No.

Symbol	Meaning	Note
	Creative Commons	<p>On the Internet, see:</p> <ul style="list-style-type: none"> • http://creativecommons.org/licenses/ • http://creativecommons.org/licenses/by-nc/4.0/legalcode#s1i

	Attribution	Roughly, this means to consider as caused "by" what or whom you indicate.
	No Derivative Works	
	Share Alike	
	Noncommercial	



Credit, Copyright & License – Fill out from a credit or title page

Creator (Name of illustrator)

Copyright Year

Copyright Holder

License

Creative Commons

Allow commercial uses of your work?

Yes/No

Allow modifications of your work?

Yes/No

Contact copyright holder

Custom

Additional Requests

- Click where it says to **Click to choose topic** (bottom right corner of cover). Select **Animal Stories**, and then click **OK**.

7. Add **back cover** and **credit page** information.

From Helps-Documentation

If a person or an organization helped in any way, it must be made known. That is, it must be acknowledged. The help may be direct or indirect. Your statement can include a dedication.


For many books, you can type (write about) acknowledgements in text boxes. Each text box has a callout box (a box with a note inside) that describes its purpose.

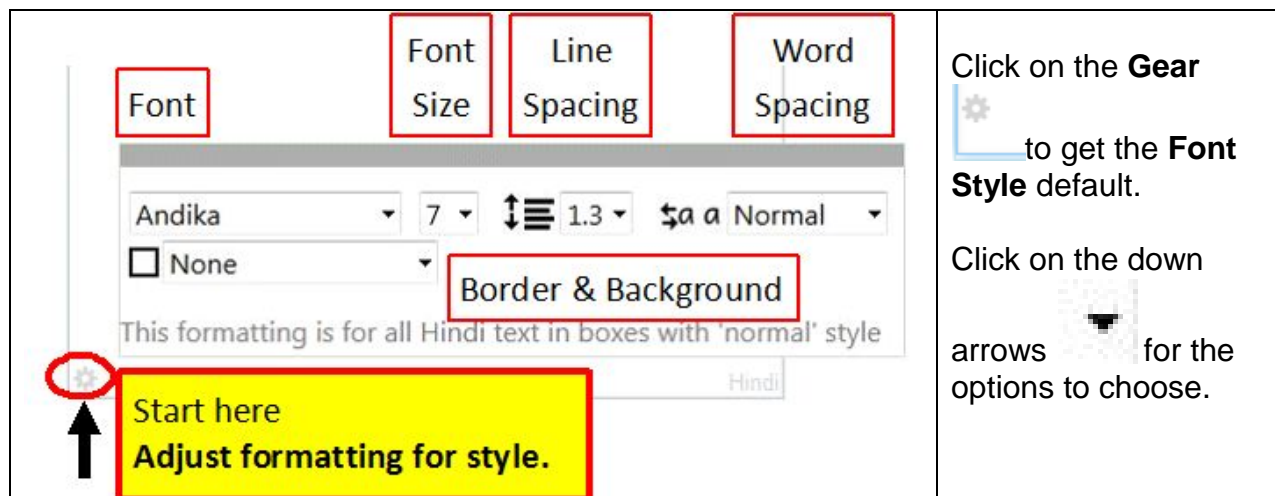
- On the Credits Page, there are two text boxes:
 - Top: In the original or shell book, write about who helped develop this



book.

- On the Title Page, there are two text boxes:
 - Below the text boxes for the book title: Write about the contributions of writers, illustrators, editors and so on.
 - Bottom: Write about any funding agencies.
- On the Inside Front Cover page.
 - Below the copyright and license information: Write about the contributions of writers, illustrators, editors and so on.
 - Middle: Write about the people who translated the words in the book into the vernacular language.
 - Bottom: Write about any funding agencies.


- Edit **back cover page** and **credit page** as follows: by copying and pasting the contents of **Dog Bird Title Page bkpg.txt** into the textboxes.
- Edit title page as appropriate. Resize font to fit in textbox, left bottom of textbox.

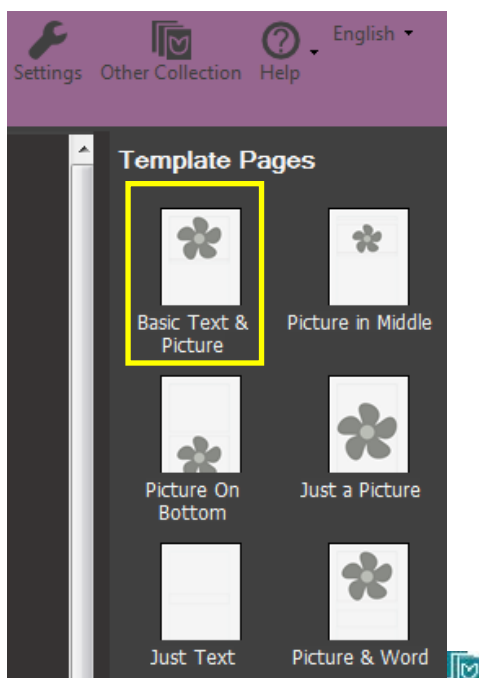
Click on **Star**  bottom left corner of text box for **Adjust formatting for style**.



The screenshot shows a formatting toolbar with several sections highlighted by red boxes: 'Font', 'Font Size', 'Line Spacing', 'Word Spacing', and 'Border & Background'. A yellow box at the bottom left contains the text 'Start here Adjust formatting for style.' with an arrow pointing to a gear icon. To the right, text instructions say: 'Click on the **Gear**  to get the **Font Style** default.' and 'Click on the down arrows  for the options to choose.'

8. Add the **pictures**.

- Under **Template Pages** on right sidebar, Click **Basic Text & Picture**. Insert picture **Pic-01.tif**. 



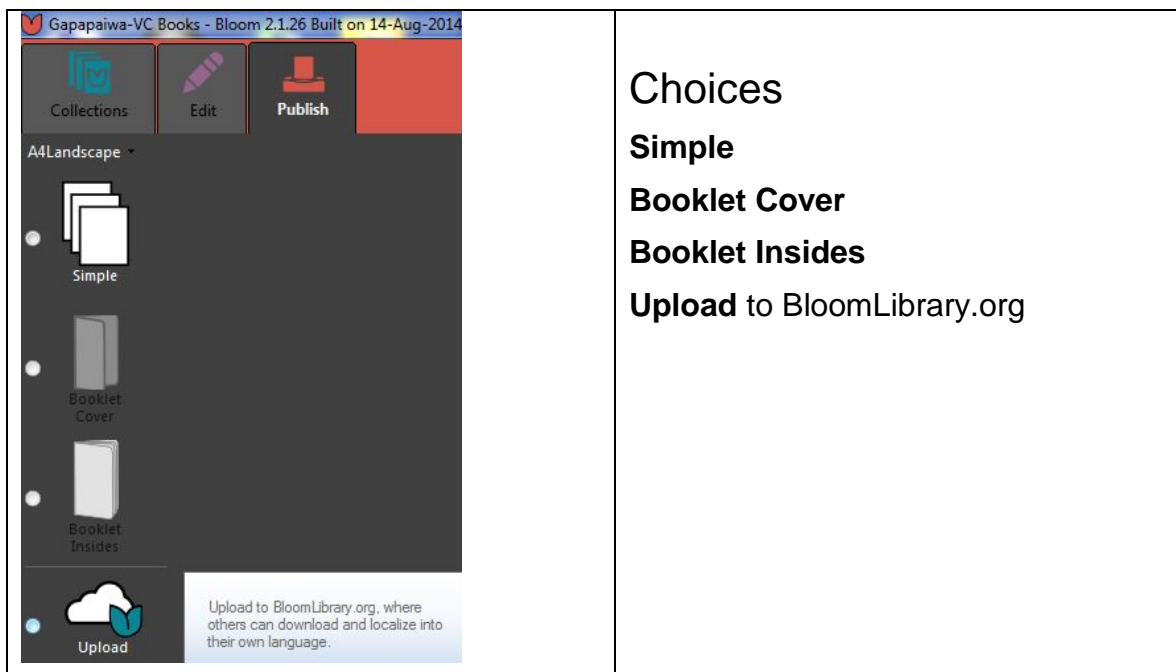
- Insert the contents of **Dog Bird-English.txt**– Copy (control c) the text for page one and click Paste (or control v) in Bloom book.
- After inserting the image, click on the credits so they get applied to every picture in the book before clicking **OK**.

Insert Image	Insert Text
Click Basic Text & Image . Insert picture Pic-02.tif .	Insert the contents of Dog Bird-English.txt – second section into textbox.
Click Basic Text & Image . Insert picture Pic-03.tif .	Insert the contents of Dog Bird-English.txt – third section into textbox.
Click Basic Text & Image . Insert picture Pic-04.tif .	Insert the contents of Dog Bird-English.txt – fourth section into textbox.
Click Basic Text & Image . Insert picture Pic-05.tif .	Insert the contents of Dog Bird-English.txt – fifth section into textbox.
Click Basic Text & Image . Insert picture Pic-06.tif .	Insert the contents of Dog Bird-English.txt – sixth section into textbox.
Click Basic Text & Image . Insert picture Pic-07.tif .	Insert the contents of Dog Bird-English.txt – seventh section into textbox.

- Under **Template Pages** on right sidebar, click **Custom** and make just a **Text Box**.
Insert contents (all of it) of **Dog Bird-English.txt** into textbox.

9. Click the **Publish** icon .(Top left tool bar)

- Select each option and review. (Simple, Book Cover, & Booklet Insides)



10. Click **Save PDF**.



11. Go to the folder where you saved the *pdf* file.

12. Display *pdf* file.