

Bloom Training Manual



Introduction

Bloom is a computer program. It was made so that making books can be easier. Bloom was designed with new computer users in mind. It has special features to guide them. People need less training when compared to other programs.

Because of this, Bloom can help more people can get involved in building a large collection books in the local language. Later, other people can use Bloom to translate those books into other languages.

We know that it takes many books to make reading worthwhile and fun. True literacy also takes many books. Otherwise, readers do not get enough practice. The problem has been who will make all those books? How will we find the time? Where will we get the content?

That is why Bloom was created.

Overview of Bloom

Shell books



A shell is the basis or source of a shell book or another book. The shell sets the page layout, locations for text box locations and pictures, and so on. They are not language-specific. As your collection of shell books grow, your vernacular library can grow too. You can open those shell books and translate them into your language.

Bloom's [Book Library](#) offers books from around the world for you to translate into a local language. With a single click, shell books are downloaded to your computer, ready to use even when you are on the Internet.

Do you have a book you want to a share? Just add a major language translation (e.g. English, French, Thai). Then, tell Bloom to upload it to the online library

Template Books



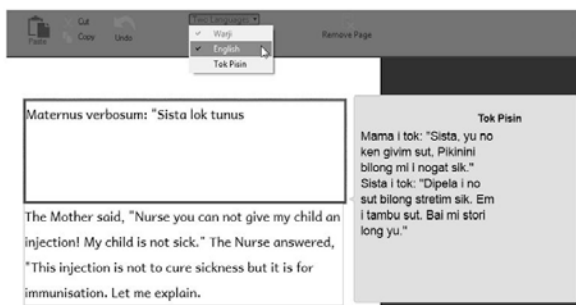
Bloom not just for *shell books*. To create a brand new book, we use what Bloom calls a *template*. For most books, the “Basic Book” template is enough. It contains template pages with the most frequently used layouts (half page book, booklet, etc.).

Effortless PDF Booklets



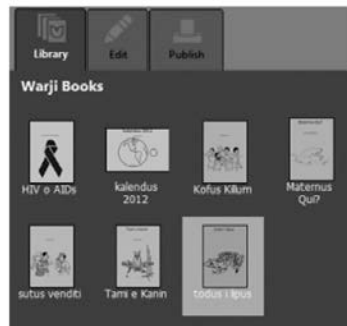
Click the Publish tab in Bloom. You can make one click to see a PDF file of your book. It is laid out as a booklet, ready for saving or printing.

Multilingual Books



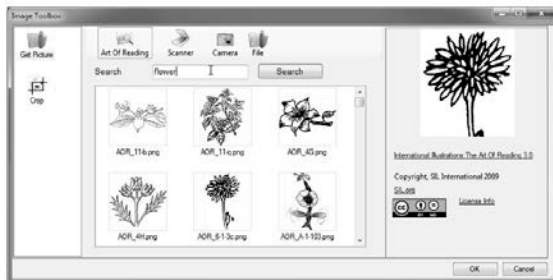
For each box of text, Bloom stores text in any number of languages. You can then select it to show one, two, or three of those languages to make monolingual, bilingual, or trilingual versions of the publication.

All your books, a click away



Bloom never asks you to find things in the computer's file system. It just shows your library and books that you can add to it when you are ready.

Pictures from the Art of Reading collection



After you install our free Art Of Reading Collection, it's easy to find hand-drawn illustrations from around the world.

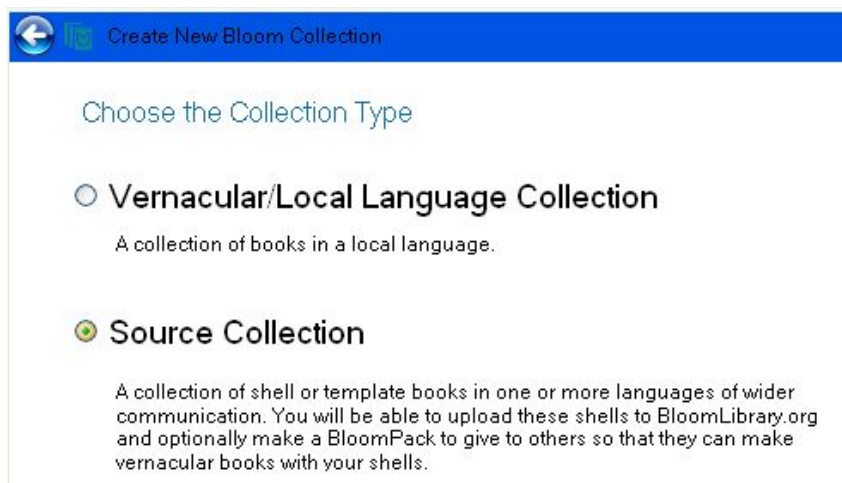
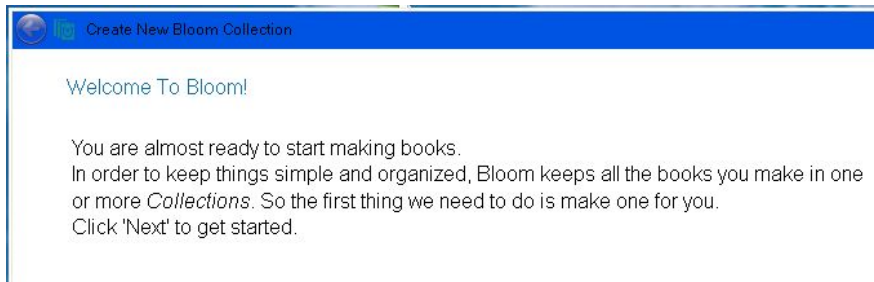
Things to notice:

- Emphasis is on production, not perfection
- Low-tech users never have to go find a file somewhere
- Intellectual property rights are taken seriously.

Bloom keeps books in Collections. There are two kinds:

Vernacular/Local Language Collection

Source Collection – A collection of shell or template books in one or more languages of wider communication. A Source Collection can be made into a BloomPack so others can use them.



Install Bloom

These steps require an Internet connection.

1. Click on **Download Bloom** in the bloom library home page, or just click <http://bloomlibrary.org/#/installers>.
2. Choose the latest version under **Installers**.
3. Download and run the installer.

If you see a message about Microsoft .Net 4.0, go here to download and install it:

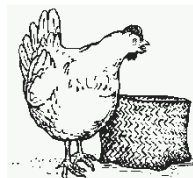
<http://www.microsoft.com/en-us/download/details.aspx?id=17718>

Then install Bloom.

(optional) Install **Art of Reading**

The Art Of Reading Free Edition is an optional addition to Bloom that gives you easy access to over 10,000 free black & white illustrations from around the world.

<http://bloomlibrary.org/#/artofreading>



For more information

Bloom's web page, <http://bloomlibrary.org/#/landing>, has more information. You can also click and view the **Bloom 6 Minute Overview**. <http://www.youtube.com/watch?v=rvXplgoJaGk>

This manual will show

1. How to create a basic book using Bloom (**Vernacular Language** and **Source Collections**).
2. How to publish a **Vernacular Language** book using Bloom.
3. How to create a **shellbook** using Bloom as part of a **Source Collection**.
4. How to create a book using the **decodable text** tool.
5. How to create **leveled graded books** for the first 3 grades of primary school.