

docs.BloomLibrary.org

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Introduction



This site is a work in progress. Our initial goal is to bring together in one place the various advanced documentation writeups we've done over the years.

Creating Accessible Books

The screenshot shows a digital interface for creating accessible books. On the left, there's a sidebar titled "Image Description Tool" with instructions and a checkbox for "This image should not be described". In the center, there's a main area with a yellow face character and a text box describing it. On the right, there's a sidebar titled "Talking Book Tool" with steps for recording audio and navigating through the book.

Image Description Tool

- Keep these things in mind:
 - Are there important **actions**, **relationships**, **emotions**, or **things in the scene** that add to the story but are not in the text?
 - Use words that are **simple** enough for the listener.
 - Keep it **short**.
- Otherwise, check this box: This image should not be described.
- For more information: poet.diagramcenter.org

Talking Book Tool

- Check that you are recording into the correct device and that these levels are showing blue:
- Look at the highlighted text
- Speak
- Check
- Split
- Next

Messy has her mouth turned down. She has many things stuck in her tangled hair.

"Mine is rough and tangled!" said Messy sadly. "And there are things stuck in it. Can you see what they are, Bo?"

"Yes! There's a six-legged beetle here, a big, round button, and even a ting-ling bell!" said Bo.

Anglais Anglais

3

Creating Accessible Books in Bloom

Accessible books are electronic books that have features to make their content more readily accessible or available to people with visual disabilities. Such features include audio recording of the text, descriptions of images, and text size that can be changed by the person reading the book. Bloom can help you create books with these features and that meet technical accessibility standards.

What to expect in this module

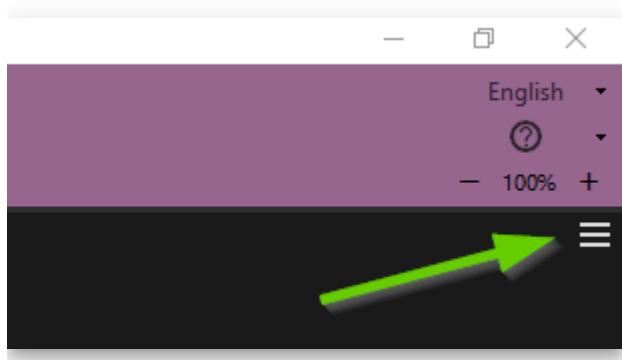
In this training module, you will learn how to:

1. Create image descriptions,
2. Record audio of the text in the book and in image descriptions,
3. Evaluate whether images need adjustment for visual impairment, and
4. Choose images that are going to be easier to perceive

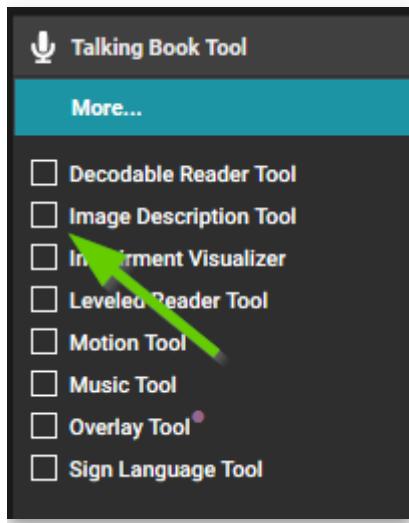
Activating the Image Description Tool

In order to access the Image Description Tool, click on the menu icon at the top right of the screen.

The toolbar will open. If the Image Description Tool is not listed at the top, click on the “More...” button at the bottom of the toolbar.



Then activate the **Image Description Tool** by clicking in the check box.



Create Image Descriptions

Now that the Image Description Tool is open, a space will be created next to the image for adding a text description. You may now type in the text which describes the image. If you are not familiar with how to write image descriptions, you may want to visit: poet.diagramcenter.org.

The screenshot shows a digital reading application. On the left, there's a small image of a character named Messy with messy, tangled hair. Next to it is a text box containing the following text:

Messy has her mouth turned down. She has many things stuck in her tangled hair.

On the right, there are two large text boxes with the following content:

"Mine is rough and tangled!" said Messy sadly. "And there are things stuck in it. Can you see what they are, Bo?"

"Yes! There's a six-legged beetle here, a big, round button, and even a ting-ling bell!" said Bo.

A green arrow points from the image of Messy to the first text box. Below the text boxes is a page number '3'. In the top right corner of the main window, there's a 'Change Layout' button. To the right of the main content area is a sidebar titled 'Image Description Tool' with the following sections:

- Keep these things in mind:
 - Are there important actions, relationships, emotions, or things in the scene that add to the story but are not in the text?
 - Use words that are simple enough for the listener.
 - Keep it short.
- Otherwise, check this box: This image should not be described.
- For more information:poet.diagramcenter.org

At the bottom of the sidebar are links for 'Help', 'Talking Book Tool', and 'More...'. The overall interface is designed for accessible reading, allowing users to switch between text descriptions and image descriptions as needed.

Once you are satisfied with the image description, you can close the Image Description Tool by clicking on the X above the Image Description Tool window.

Recording Audio of Text and Image Descriptions

Learning to Use Bloom tells how to record audio of the text in a book. Those instructions start on page 149. The process is the same for recording the audio of image description text. To make a book accessible, you need to record all of the text as well as all of the image descriptions. Here we will show you how to record the image descriptions. Begin by switching the active tool from the Image Description Tool to the Talking Book Tool.

If needed, use the Next and Back button to change from one text box to another. If you are recording by sentence, The Next and Back buttons will move one sentence at a time.



English

“Mine is rough and tangled!” said Messy sadly. “And there are things stuck in it. Can you see what they are, Bo?”

“Yes! There’s a six-legged beetle here, a big, round button, and even a ting-ling bell!” said Bo.

English

3

Image Description Tool

Talking Book Tool

1) Check that you are recording into the correct device and that these levels are showing blue:



2) Look at the highlighted text



3) Speak



4) Check



5) Split



6) Next



Back



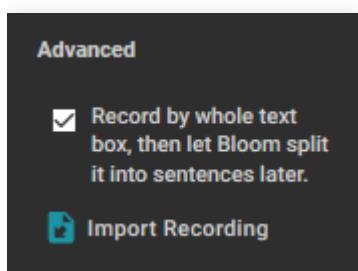
Clear



Listen to the whole page

Recording by Sentence or by Text Box

Bloom allows you to record one sentence at a time, or to record the whole text box at one time. Some speakers find that recording the entire text box all at once will give a better recording. Others find it better to record one sentence at a time.



You can experiment with both approaches to determine which is best for your needs.

Some Bloom users like to record themselves using other audio equipment than the microphone in their computer. They then transfer these audio files to their computer and import them into Bloom. This imported audio must correspond to an entire text box.

Recording Image Descriptions by Text Box

TIP

This section will assume you are recording your audio on your computer with the Advanced setting, “Record by whole text box”.

Read aloud the highlighted text several times until you are familiar with the text.

When you are ready to record, click on and hold down the **Speak** button and start reading the highlighted text. While you are recording, the button will turn yellow.

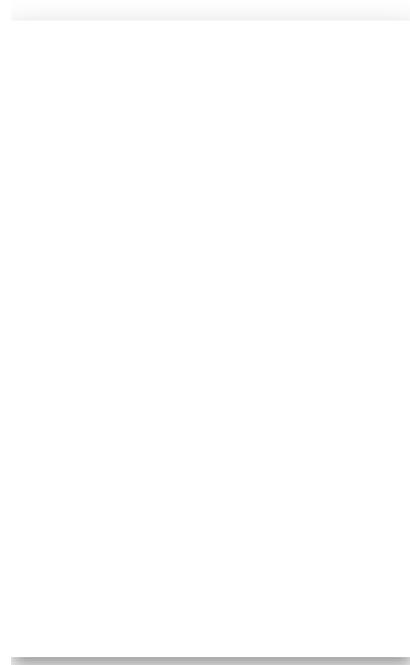
—

When you are finished reading, release the **Speak** button and Bloom will stop recording. Now, click the Check button to review your recording.

Activating the Impairment Visualizer

The Impairment Visualizer is another tool for creating accessible books. This tool allows you to select several filters that will show you what the image might look like to someone with several different kinds of visual impairment.

Activate this tool by clicking on More... in the Tool Panel and selecting Impairment Visualizer.



Using this tool, you can evaluate whether an image should be modified so that it is easier to interpret for people with these sorts of visual impairments.

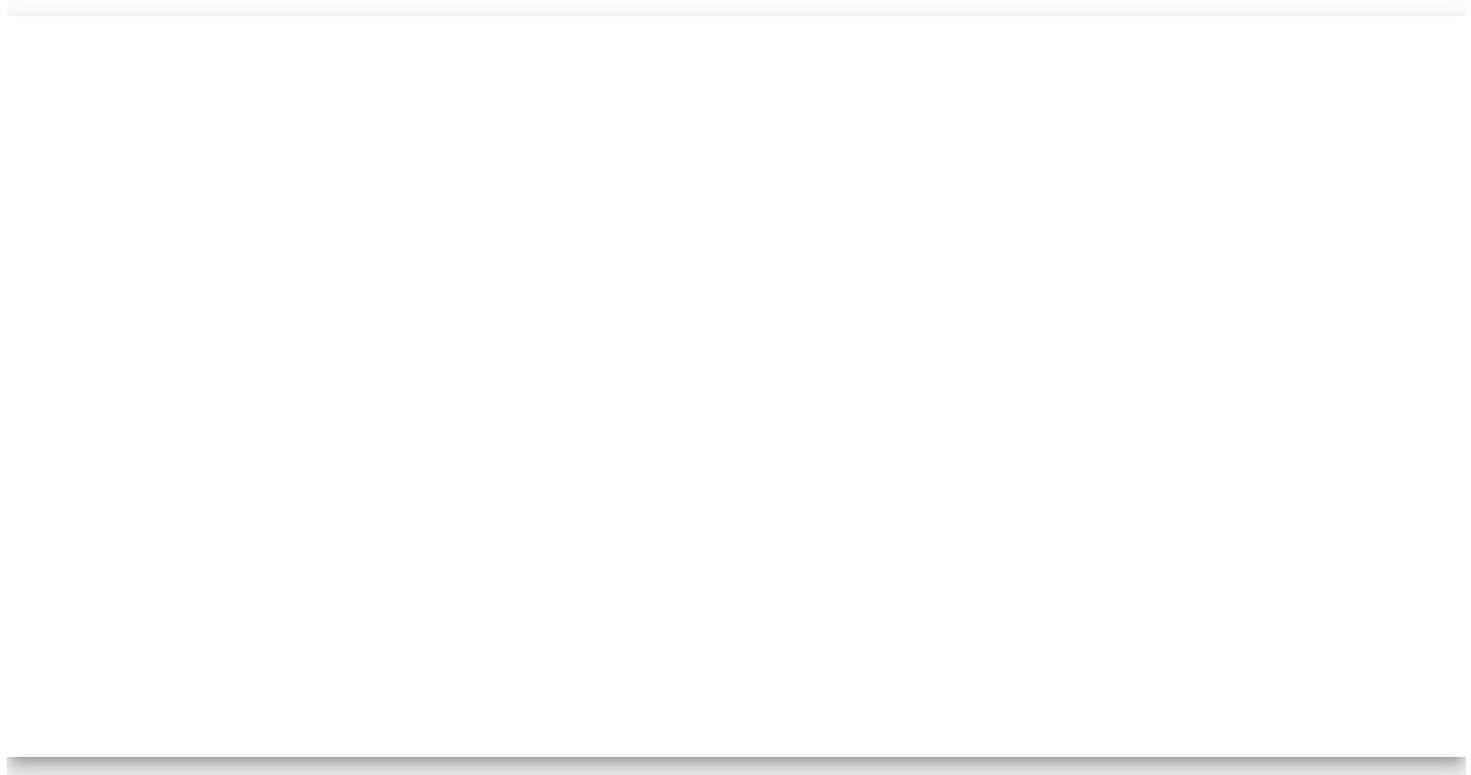
Bloom does not have a tool for editing images. If an image needs to be edited, you will have to use another program to do that.

Using the Image Visualizer

The first choice shows what the image might look like to someone with cataracts.

For color blindness, there are three possibilities. The first shows what the image might look like to someone with red-green color blindness.

The second option shows what the image might look like to someone with blue-yellow color blindness.



The third option shows what the image might look like to someone with complete color blindness.

General considerations for choosing images

Choosing images that are appropriate for readers with low vision is a complex subject, but we can consider some general principles.

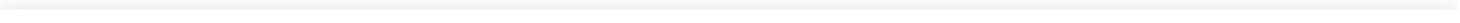
- In general, simple images are preferable.
- Graphics should be relatively large to make them easier to see.
- It is helpful for objects and key features to have a black outline.
- Black and white line drawings (such as come with the Art of Reading) serve well, but even then some have more details than others.
- If color is used, they should be colors that contrast well with one another.
- In line drawings, the lines should be thick and solid black. Use black and white images rather than grayscale.
- Photographs often have many details that can be hard to distinguish. Only use them if they are simple and not too detailed.

Now we will compare some images to provide some examples of these principles.

Considerations for choosing images: Amount of detail

Here are some examples of images with more detail compared with images with less detail. All of these images are from the Art of Reading. It will be better to use the images with less detail.

For example, the Images with less detail on the left, rather than the images with more detail on the right:



Here are some additional examples of images with less detail on the left and more detail on the right:

Considerations for choosing images: Thick black lines

These images from the Art of Reading illustrate images that have thick, solid black lines compared to images with thinner, less distinct lines. It will be better to use images with thick, solid lines.

The images on the left have thicker, solid lines, and the images on the right have thinner, less distinct lines.

Here are some additional examples of images with thicker, solid lines on the left and thinner, less distinct lines on the right.

Considerations for choosing images: Color and photos

We all like photos and color illustrations, but they are visually more complex. Below you can compare line drawings to a photo or a color illustration or a simpler color illustration to a more complex one. It will generally be better to use simpler images.

The images on the left are simpler, while the ones on the right are more complex.

Additional examples of simpler images on the left and more complex images on the right:

Summary

In this training module, you learned how to:

1. Gain access to accessible book tools in Bloom,
2. Create image descriptions,
3. Record audio of the text in the book and in image descriptions,
4. Evaluate whether images need adjustment for visual impairment, and
5. Choose images that are going to be easier to perceive.

The Bloom Platform

Bloom *Editor*, Bloom *Library*, and Bloom *Reader* comprise the Bloom *Platform*.

The Bloom Platform is an integrated approach to book-making which provides a robust and sustainable means for language communities to author, translate, publish, and distribute books for themselves in the language they speak or sign.

Bloom Editor

Bloom Editor is a software program for authoring, translating, and publishing books and sharing those books with your community through Bloom Library. Bloom Editor runs on the Windows and Linux operating systems.

Bloom Editor is designed for ease of use. Bloom is so simple that if you can type and use a mouse, then you can make a book!

But despite its simplicity, in recent years, Bloom Editor has increasingly become a feature-rich desktop editor capable of producing beautiful print and electronic books. And where a simple, printed book is not enough, Bloom Editor makes it easy to add narration, sign language, and audio image descriptions for the visually impaired.

To view all of Bloom Editor's features, see [this page](#) on Bloom Library.

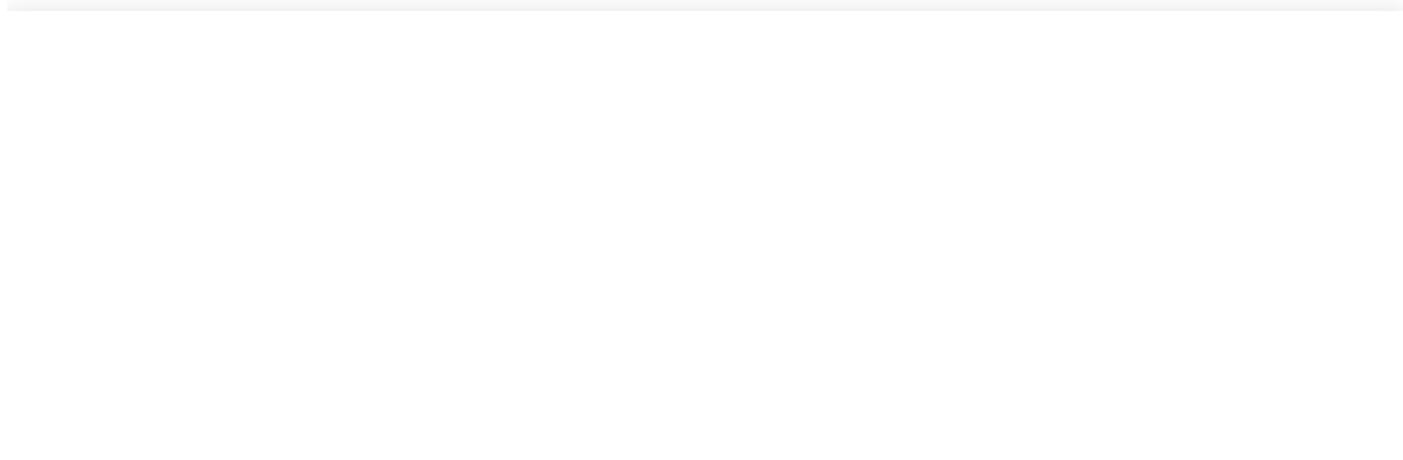
Bloom Library

Bloom Library is a unique website that has more than 11,000 free books in 480+ languages. Books can be read online or downloaded in various formats for offline reading. The library interacts directly with the Bloom Editor for uploading and downloading books. The library also works with the free Bloom Reader Android app.

Key to Bloom's success is the generosity of local authors and organizations who freely share their openly-licensed books with the world, so others, in turn, can benefit from these materials and translate them into their languages.

Uploaded books are displayed using a “book card”. The book card shows a thumbnail image of the book’s front cover. Below that is a colored banner and 1-4 black dots to indicate one of four reading levels recognized by Bloom:

1. First words and phrases
2. First sentences
3. First paragraphs
4. Longer paragraphs



Special book features and the list of languages represented in the book are also indicated on the book card.

Bloom Reader

Bloom Reader is a free Android app that allows readers with Android devices to enjoy Bloom books offline. Books published to Bloom Reader can include all of Bloom Editor’s advanced features: edge-to-edge images, synchronized audio narration, language switching (for books published with multiple languages), sign language video, audio image descriptions, and page navigation.

To get books onto a device that has Bloom Reader installed, users can either download from Bloom Library, transfer books directly from the Bloom Editor to their devices, or share from one device to another.

Organizations interested in mass distribution of Bloom books to a people group can transfer books onto SD-cards.

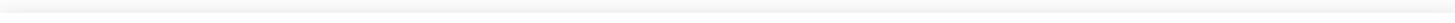
Managing Large Projects- new books and adaptations

Throughout the years, a number of organizations have used Bloom to make a set of self-authored books and oversee the translation of these books into other languages. Most commonly, these organizations employ the following simple workflow:

1. New books are authored in a particular chosen majority language such as English, French, Russian, Hindi, etc. This “SOURCE” collection of *original* books constitutes a type of “parent” collection.
2. The books in the parent collection are translated into a variety of other local languages in various “daughter” collections.

Chetana, for example, is an avid user of Bloom and they chose to write their original titles in English, and the various translations they have published (currently in 9 other languages) are *derived from* that collection of original editions.

Here is a sampling of [Chetana's home page](#) on Bloom:



In the following, we will present the steps for setting up the Bloom Collections for the Chetana project.

Setting Up your “parent” collection

The project leader and administrator will first set up the parent collection. This collection of original titles — your organization’s “original editions” — should be set up as Bloom “Source Collection”:

All of the other Bloom Collections — the “daughter” collections — should be set up as “Local Language Collections”.

After setting up your Bloom collections, your workflow will differ depending on whether or not you have reliable internet; it will also depend on whether your organization holds a Bloom Enterprise Subscription.

Since Chetana has good internet and has an Enterprise subscription, we'll begin with that scenario.

Workflow 1: Organizations with reliable Internet and an Enterprise subscription

Organizations with reliable internet and an Enterprise subscription will want to take advantage of Bloom's powerful collaborative tool: Team Collections.

Team Collections enables multiple people to collaborate together on Bloom books in a convenient, disciplined and safe way using Dropbox's cloud services. In a Team Collection, team members can "sign out" books. When they do so, they indicate to the rest of the team that they are working on the book, and while the book is signed out, other team members are prevented from accidentally editing that book, thus erasing their work. In this way, the Team Collection system allows books to be edited in a safe and disciplined way.

The Team Collection must be set up by a chosen Team Collection administrator. The administrator will control the overall Bloom settings for the books in their charge.

After creating all of the Team Collections, the administrator will share the resulting Dropbox folders with the respective members of each particular language team. For the “parent” collection, this will be the writers, illustrators, and reviewers for the “parent” language, which for Chetana, is English.

For the daughter collections — say the Hindi collection — there will be translators skilled in English to Hindi translation, as well as Hindi reviewers or proof-checkers, and perhaps others.

As soon as a new original title has been added to your parent/source collection, and this title has been *thoroughly* reviewed and checked and double-checked and triple-checked... it is ready to be translated into other languages!

So, open up any of your daughter collections. Now, because your main parent collection of originals was flagged as a “Source” collection, Bloom will display all of those books on the Administrator’s computer in the bottom left panel under **Source For New Books**. Scroll

down past **Templates**, past **Sample Shells**, and past any books in the **Books From BloomLibrary.org** section, and you will see your parent collection and its books.

(1) Choose and book, and then click on (2) MAKE A BOOK USING THIS SOURCE:

Doing this will create a **Bloom-approved** copy of the original book and add it to the daughter collection.

 **TIP**

Warning: If you use Windows file explorer to create a copy of a Bloom book, that will lead to many problems; that copy will *not* be a “Bloom-approved” copy of your original book.

At this point, the book will be “checked out” to the administrator. Typically, the administrator might then immediately check the book *back in* so that the translation team can begin its translation.

The new book will be uploaded to the cloud using the Dropbox service, and then downloaded-synced to the computer of other team members.

Once the synchronization is completed, the team members will be noticed that there are updates available. After restarting Bloom, the book will become available for editing:

The newly added book to the Tamil collection is now available for editing and can be Checked Out. Using the original English text as a guide (1), the translator can type in the Tamil translation (2) into the book.

After the translation is complete, the translator can add their change comments, and check the book back in.

The above is the *typical* workflow for organizations with reliable internet and an Enterprise subscription.

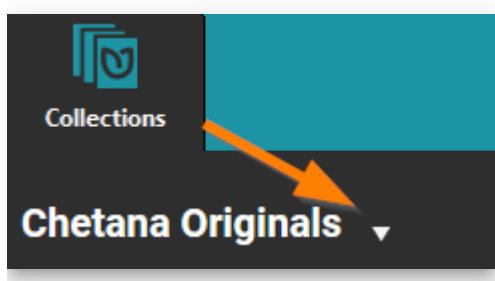
Additional guidance would be needed if your books are going to be subdivided according to reading level.

Workflow 2: Organizations with unreliable internet, or organizations with no Enterprise status

If the internet is not reliable for your team, then Bloom's Team Collections will not be a viable option. In this case, the project coordinator will need to carefully manage by various other means (USB keys, external hard drives, zip files, etc.) the creation, checking, revision, and publishing of new book titles.

Once a collection of original titles are ready to be translated, Bloom does offer a means to bundle those files together in a package.

Click the arrow beside your collection name:



And then choose “Make Bloom Pack of Shell Books...”

Distribute the .BloomPack file to your colleagues to copy to their computer. They should then click on that file. Bloom will then install that Source collection on their computer.

Once installed, that collection will appear in the Source For New Shells section, and they can begin the translation process.

Two Different Approaches to Publishing Books in Multiple Languages

Several organizations like to publish their books to the Bloom Library in *multiple languages*. We encourage this, but also want to outline two different workflows or approaches and discuss the resulting ramifications of using each approach.

Method 1

Publish one single book to Bloom Library which contains multiple embedded languages for your original title

Advantages:

- There is only one book folder on your computer to manage for each original book title.
- When published to Bloom Library, your book will automatically become visible in all of the embedded languages.
- It is easy to “tweak” your book and republish it just once, and for that to immediately affect *all* versions of your book in the various languages on Bloom Library.
- The Bloom Reader version of your book (online or offline) can be viewed in any of the published languages and switched using the built-in language chooser.

Disadvantages:

- The online PDF of the book will only be available in a single language.
- The exact same structure of the book – sizing of images and number of pages – must suit all of the languages.



Regarding the “tweaking” mentioned above, if your book is not yet ready to show to the entire world, mark the book as a draft.

Legitimate “tweaking” of an already published Bloom book might include things like *adding* or improving the audio narration, or perhaps adding a forgotten book acknowledgment, or some other minor change.

Method 2

Publish one source language book, and then create derivative copies of the book in other languages

Advantages:

- An online PDF will be available for *each* language.
- The structure of the book – sizing of images and number pages – can be adjusted to suit each individual language.

Disadvantages:

- You cannot easily “tweak” all versions by republishing once since there are multiple copies of the book which each need to be corrected.

Now that you understand the advantages and disadvantages of these two methods, let's talk about how your workflow would differ for each method.

Workflow for Method 1

For this method, you will create just *one* Bloom collection on your computer which will serve as a “master” collection and it will hold *all* of your books in *all* the languages you desire. When you wish to Edit a book in a different language, you will simply switch languages in your collection’s Language Settings. Bloom will then reboot and open your collection in the new language.

Repeat this process until you have completed adding all the languages you desire for a given book.

Once you are ready to publish your book, set your language setting back to the language you want the book’s PDF available in.

Click Publish, then Web. Under Upload Text, select the check boxes for each language you want to become available for your book and be sure to select Narration if you want your audio to become available.

If, at a later date, you need to update your book for any reason, you will need to upload the book again. When you do so, Bloom will present a screen showing the book already in Bloom Library compared with the one you are uploading. If the thumbnail and title match, then click on “Yes, this is an update of my book”.

Workflow for Method 2

In Bloom, create a separate Bloom collection for *each* language your organization is working with.

Then, for each new book you author, you will need to decide which language will be considered the “source” or the “original” language for the book in question. That language choice need not be the same for each book, but if you think you will sometimes be using (say) English as the “original” language for one title, and (say) “French” for some other title, then you will need some system to keep track of where your original book is located, otherwise, you may run into some confusion should you need to revise your book at a later date.

Once you’ve decided the language choice for your new book, open the corresponding language collection and create a new book in that collection. When completed, upload your book to the Bloom Library.

Versions of that book in other languages can then be done by you (or someone else in your organization) by downloading that book from the Bloom Library into the appropriate language collection and translating it. This book is called a “derivative” and Bloom assigns this “derivative” a unique book ID, different from the original book. So, when this “derivative” is uploaded to the Bloom Library for the first time, it will not replace the original – it will stand on its own.

Effective use of Styles

There are a number of simple “best practices” to follow to ensure your Bloom publications will display *optimally* on a variety of devices with Bloom Reader (or ePUB), or on Bloom Library.

When a user does not follow these best practices, the resulting book will be less flexible and less adaptable to changes in font settings and various publishing options.

Another way of saying this is that books which don’t follow best practices will be more “fragile” and more prone to “break” if you make a change in font settings or publishing format.

There are two bad habits that violate best practices:

- Using spaces to center or indent text.
- Formatting entire text boxes using *character* formatting instead of using the text box style.

Using Spaces to Center or Indent Text

Often users need to center text or indent the first line of a paragraph. Bloom provides a way to do this, but new users sometimes miss this and attempt to center or indent text using spaces.

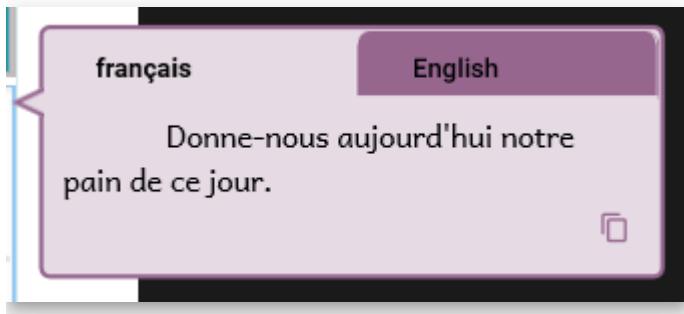
The trouble with this approach is that doing any of the following will cause the text to no longer be centered:

- Changing the text in any way (adding a word, deleting a word, etc.)
- Changing the font size
- Change the font to a different font

For example, increasing the font size results in the text shifting to the right making it no longer fit on one line:

Likewise, changing the paper size will break the perfect centeredness of the text.

Also, if you upload your book to Bloom Library and then later someone downloads the book in order to translate it into their language, the translation bubble will retain those spaces:



This could be confusing for people.

TIP

Conclusion: Do not use spaces to center text or to indent text. Instead, use a centered text box style, or an indented paragraph style.

Formatting the entire text box using *character* formatting instead of using a style

Bloom allows you to select certain words in a text box and make them bold, italic etc.. This is useful for highlighting particular words, e.g.:

But if want an entire text box to be (say) Bold, you should set that formatting using the text box style, e.g.:

 **TIP**

Key principle: use character formatting to highlight particular words or phrases in a text box, and use text box Styles to format an entire text box.

If you need a new Style for a text box, Bloom provides a simple way to create one:

Accurate Language Tagging



TIP

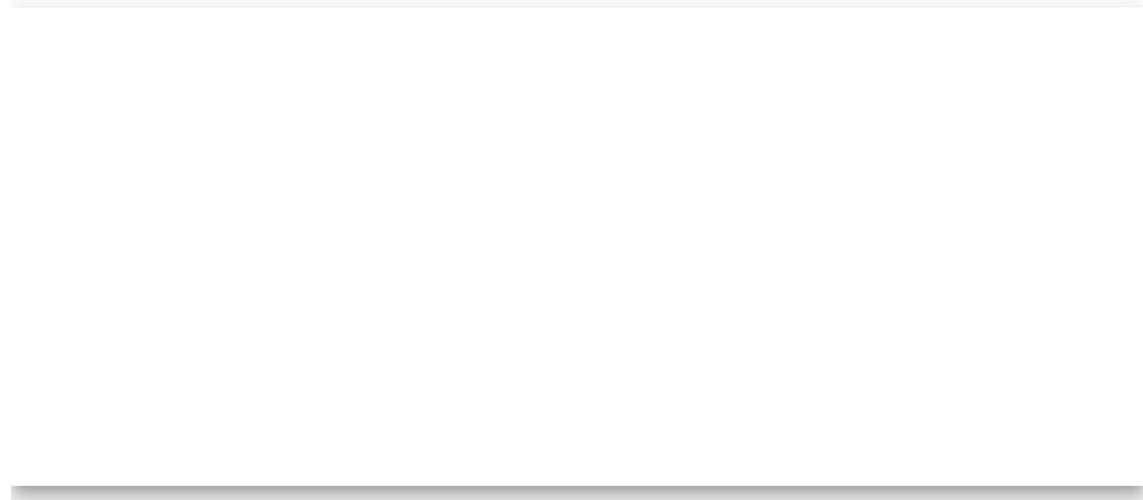
Key principle: the actual text typed in any text box needs to accurately correspond with the language tag associated with it.

When you are editing a book in Bloom Editor, Bloom indicates the language which should go in each text box using a light grey “language tag” located in the bottom right of each text box:

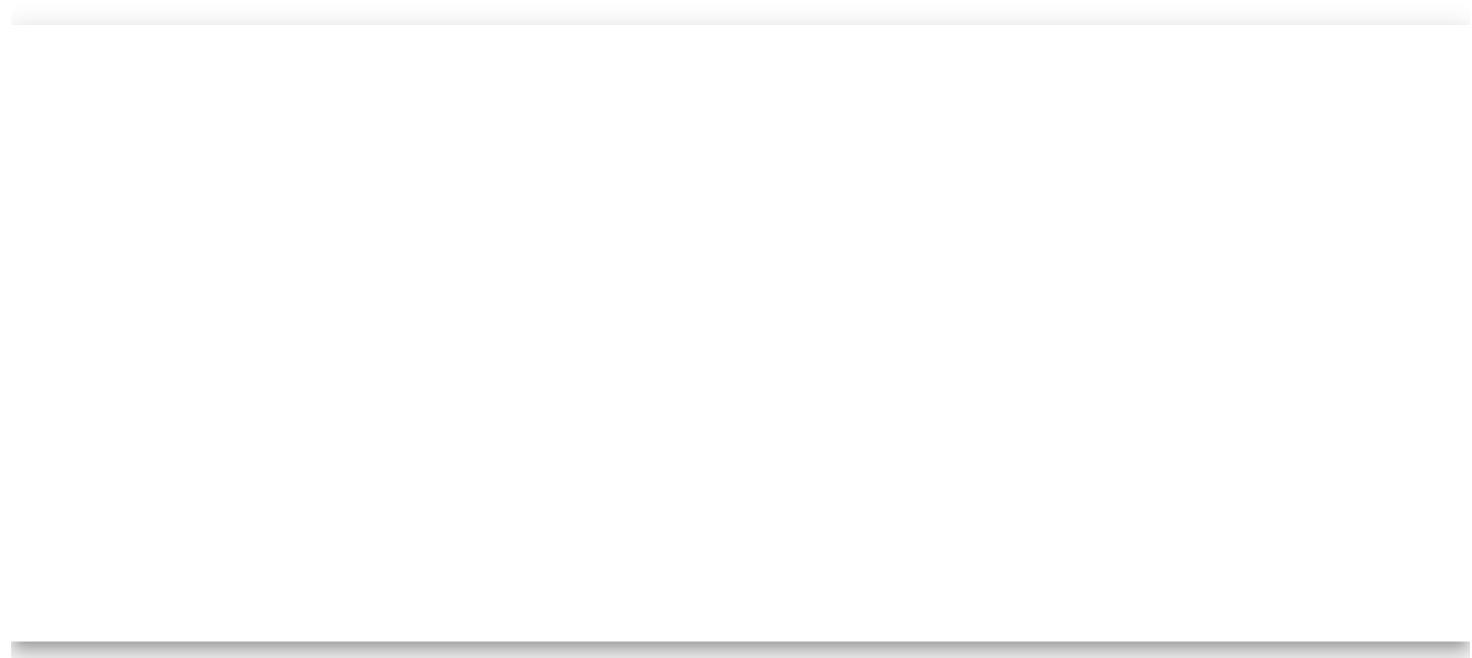
When you are making books in Bloom, it is *very* important that these language tags accurately correspond to the actual language written contained within each text box.

If you are simply printing your book, then having inaccurate language tagging will not negatively affect yourself or anyone else.

However, if you want your book to participate in Bloom's "ecosystem", i.e. the Bloom Platform, then accurate language tagging is absolutely crucial so that books on Bloom Library can be found in the correct language category:



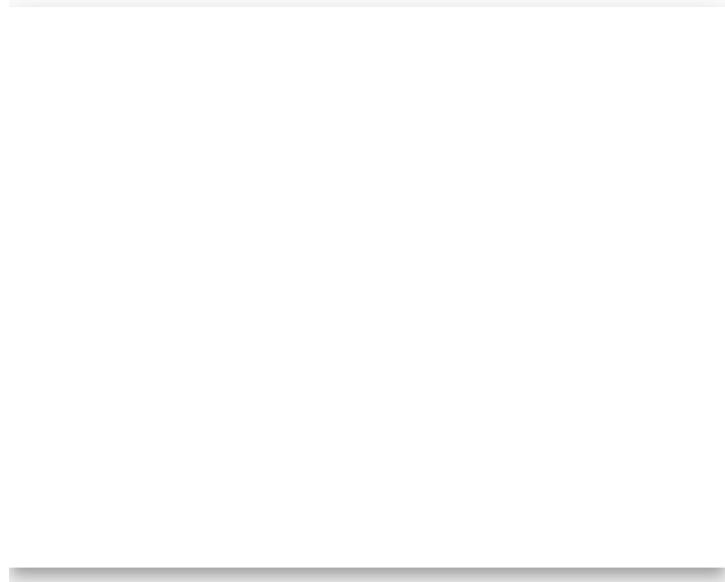
In addition, if someone downloads the book to translate it into another language, the language displayed in the "translation bubble" is also accurate:



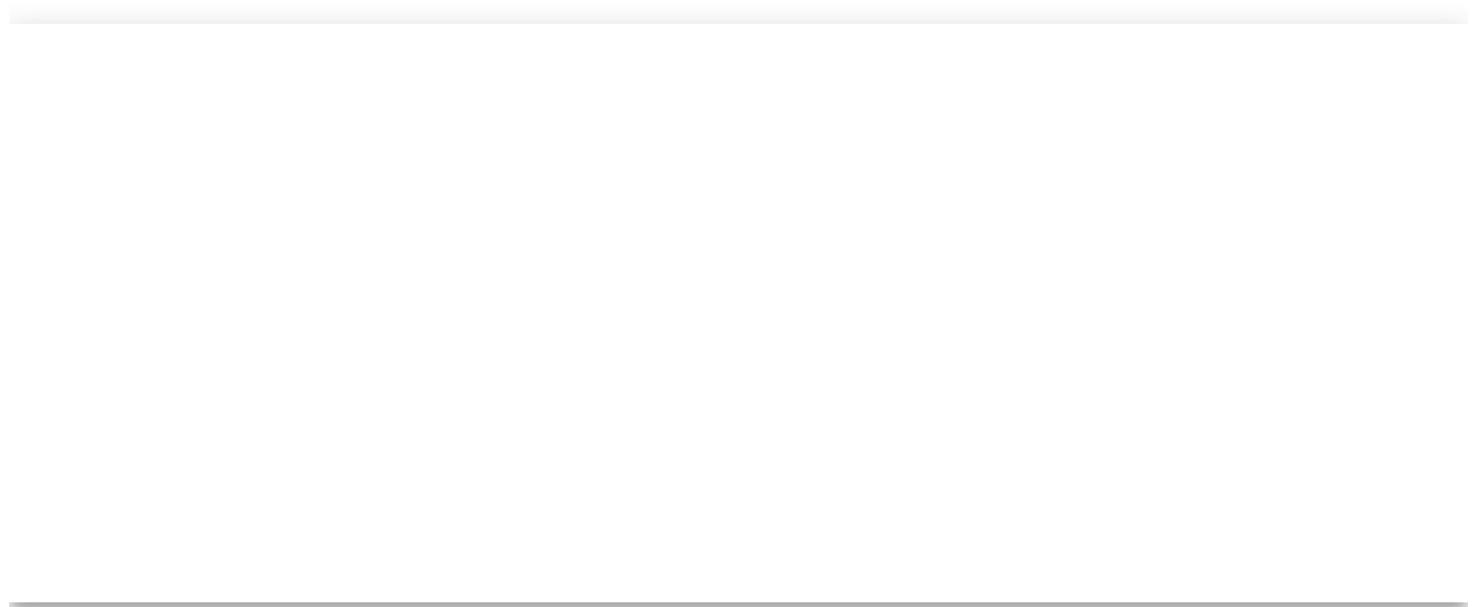
Typically, this won't be a problem since whatever language you specified as your main language will also be the same one used for any text box you add to your book.

Where the need does arise to pay attention to accurate language tagging is you are making a bilingual or trilingual book. Now, typically, when you specify you want to show

two or three languages in your book, Bloom will show the 2 or 3 languages *stacked* one upon each other like this example:



But you may wish to deviate from the above “stacked” orientation for your bilingual (or trilingual) book. For example, you might want a layout that has one language on the left, and another on the right:



To achieve this specialized layout like the above, you will (1) slide the Change Layout slider across, (2) click on the gear icon of the text box, and (3) choose the desired language:

Image Credits

Please ensure that you have accurately filled out the copyright and licensing information for all images in your book.

For ideas on options for illustrations, please refer to [this important article](#).

Issues around derivative books

There are only three approved ways to make a book in Bloom.

1. Make a brand new book from a book template, such as the Basic Book template.
2. Make a book using an existing book in Sources for new books, typically, to translate it into another language.
3. Duplicate an existing book.

Book IDs

When you make a book using any of the above Bloom-approved methods for making books, the Bloom Editor will generate a unique number and assign that number to your book. This “book ID” is unique and it will follow that book *wherever* that book “lives” even when it is uploaded to the Bloom Library.

Consequences of using Windows Explorer to make a new book

If you use Windows Explorer to make a new book by copying a book folder from one collection into another collection, then the two books will have the *same* ID. This could cause confusion later on.

The problem will surface when you upload the two books sharing the same ID to Bloom Library, Bloom will then present you with an opportunity to correct this problem and assign a new ID to your copied book.

You will see a dialogue like this:

In this example, based on the two *different* thumbnail images and the *different* titles of these two books, we can safely determine that they are indeed different books. So, we select the second option, “No, these are different books”. In other cases, however, it may not be so obvious that they are different books.

To avoid this problem, here is the key point to remember:

 **TIP**

To ensure that all of your Bloom books receive a unique book ID, it is important to *only* use the Bloom Editor – not Windows Explorer – to create a book, duplicate a book, or make a derivative.

Publishing Draft Versions of Books

One very powerful feature of Bloom is its ability to harness the generosity of its global user-community – book-creators from all over the world – who allow their original works to be freely translated into other languages. And so, a user in (say) India, can create a beautiful book using Bloom, upload it to the Bloom Library, and make it available to the entire world to freely adapt and translate into other languages.

It's wonderful.

However, this powerful feature comes with an important caution because once people start downloading and making adaptations of your books, any mistakes or glitches in your original book will be *propagated* to those adaptations.

For this reason, *before* publishing original works to the Bloom Library, you should ensure that everything in the book is absolutely perfect: spelling, formatting, logos, copyright, licensing, credits, acknowledgments, audio, etc.

If your book is *not* yet ready to show to the entire world, but you need some way to share the book with others for review, you may consider uploading it to Bloom Library, and marking the book as a draft:



HTML5 Widgets

Bloom pages can embed little custom HTML5 activities called “widgets”. When published as a bloompub, these widgets will work on the web, Bloom Reader, and RAB Apps. You can see examples of widgets in [these interactive books](#) in the Bloom Library.

Many of these widgets already exist on the web, because they work with Apple's iBooks and other software. You can also make your own using programs like [Active Presenter](#). Most widgets don't have any custom programming, but if software like Active Presenter is not sufficient for what you need, you can hire a web developer to do something even more advanced.

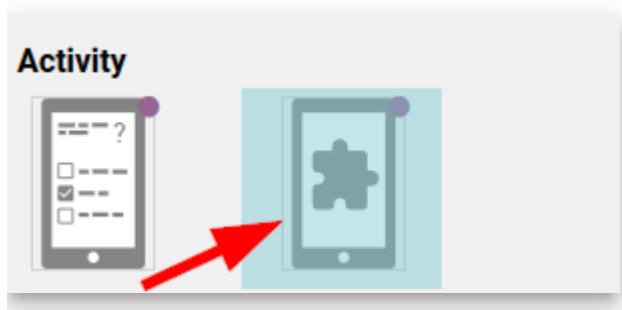
Format

Bloom can import any of the following widget formats

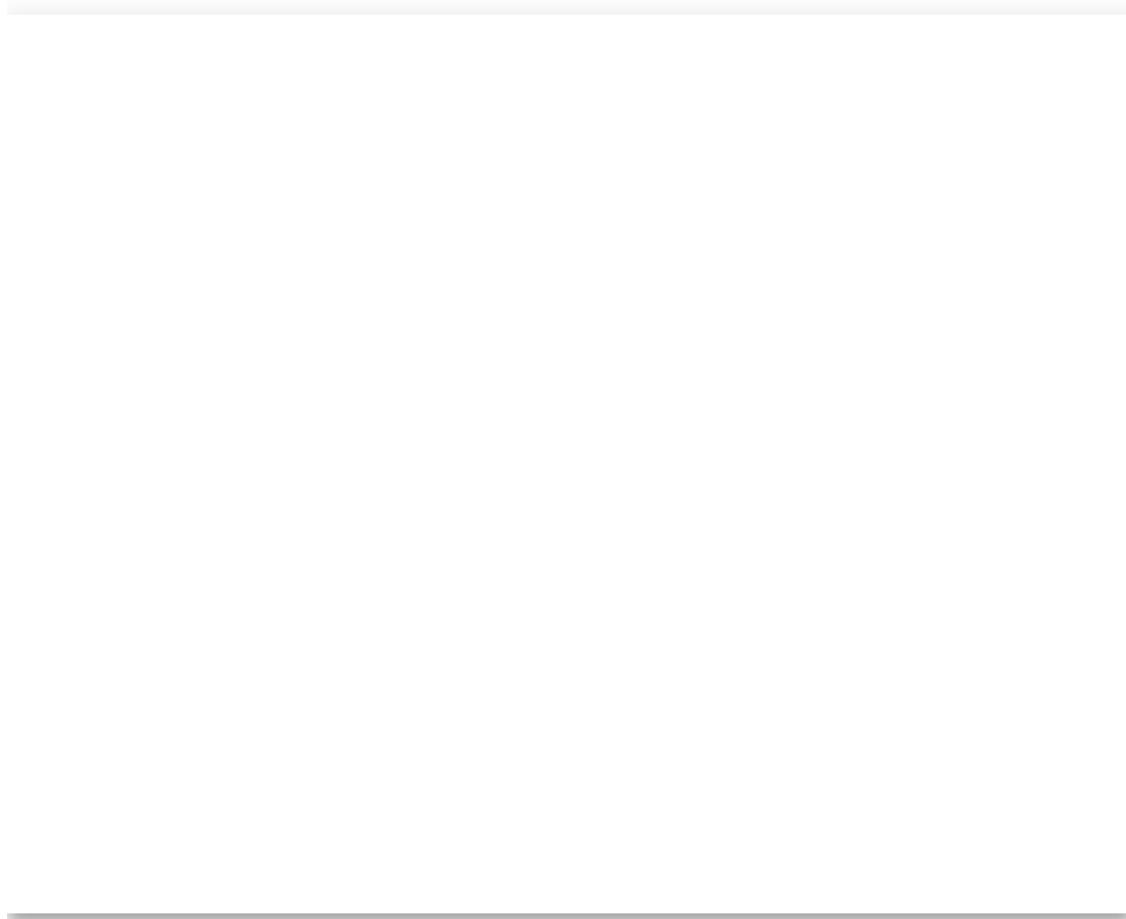
- a zipped set of files ending in ".wdgt". which contains a file named "index.html", or, if the .wdgt file is not zipped, you can import the index.html file.
- the main .html file from a saved Active Presenter output.

Adding to Bloom

To add a widget, Click “Add Page” and then select one of the template pages. These have an image of a puzzle piece:



Then click on the button in the corner of the widget:



In the file chooser dialog, you can either choose a .wdgt file, an .htm file, or an .html file. A “.wdgt” file is just a zip file containing all the files of the widget. If you instead choose an HTML file, Bloom will gather up and import all of the files in that same folder.

Captive Widgets

Normally, when Bloom Player shows a widget, it also shows page navigation buttons:

If you want to hide these navigation buttons, follow these steps:

1: Use the special page template

In Bloom (version 5.1 or later) when you choose “Add Page”, you should see a “Captive Widget” page:

Bloom Player will not give the user any way to navigate away from this page except by leaving the book entirely. It will be up to your widget to tell Bloom Player when you want the user to leave this page and go forward or backward in the book.

2: Send navigation messages

To tell Bloom Player to navigate, you will need to add some javascript to a button:

```
window.parent.postMessage('{"messageType": "control",  
"controlAction": "navigate-to-previous-page"}', "*");
```

or

```
window.parent.postMessage('{"messageType": "control",  
"controlAction": "navigate-to-next-page"}', "*");
```

What Bloom Branding can do

A typical Bloom book has prebuilt **content slots** in the front and back matter. A custom **branding pack** can fill these slots with text or graphics to create a consistent branding across a collection of books.

Standard branding slots include the following:

- Front cover top
- Front cover bottom
- Credits page top
- Credits page bottom
- Title page bottom
- Outside back cover top
- Outside back cover bottom

In addition, a branding pack can declare:

- Default copyright notice
- Default license notice
- Default license notes

Creating a custom branding pack is a paid service. If you think you need a custom Xmatter pack, contact the Bloom team at info@bloomlibrary.org.

NOTE

You can do a lot with a custom branding pack, there are limits: see [What Bloom branding cannot do below](#).

Branding pack samples

Here are some examples of front and back matter pages that have been customized using a custom branding pack

Cover Page

Title Page

The Moon and the Cap

Written by Noni Illustrations by Angie and Upesh

Tangshang Naga



Title Page Bottom

Credits Page Top

Credit Page default license & license notes

(from Suluh-INOVASI)

(from GRN-REACH)

Credits Page Bottom

Back Cover Top



Back Cover Bottom

(Suluh-INOVAS)

What Bloom branding cannot do

Making a branding pack in Bloom is like decorating a house: it's easy, but there are limits. In contrast, making a custom **Front/Back Matter pack** is like moving walls or adding on new rooms. With a custom front/back matter pack (called an **Xmatter pack**), you can add

new front and back matter pages and new branding slots. Custom Xmatter packs must be created by a Bloom developer.

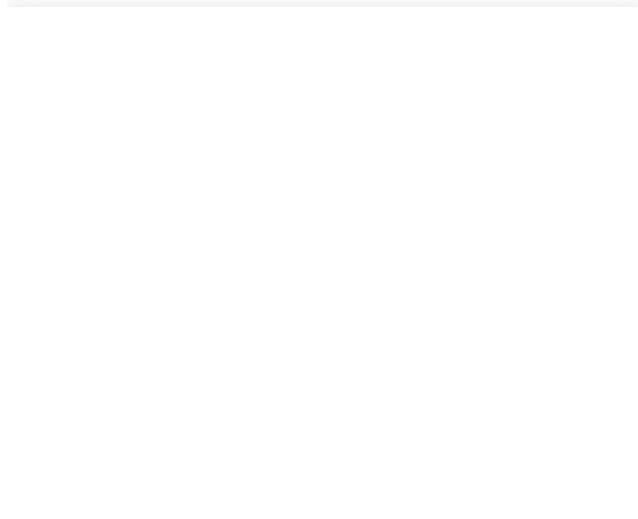
Creating custom Xmatter packs is a paid service. If you think you need a custom Xmatter pack, contact the Bloom team at info@bloomlibrary.org.

Bloom Analytics For Publishers

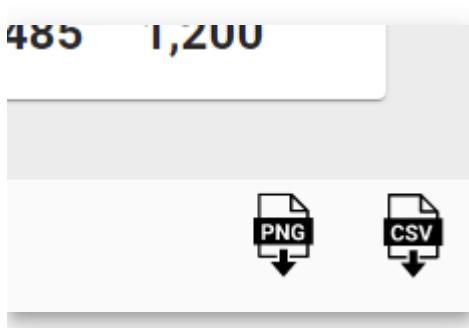
BloomLibrary.org Stats pages

Bloom Enterprise subscribers get a URL that gives them analytics on the reach of the books in their collection, updated once a day.

There are various reports:



Each report comes with buttons to get an image or a spreadsheet file of that data:



Advanced low level access to analytics data

We can also supply the raw data to your project through access to our SQL database. You can use this with your own custom dashboards.

See [Available SQL Fields](#)

Example dashboards using this data: [PNG RISE](#), [PNG Western Province E-Learning](#).

Events that we measure

All Bloom Player contexts (Bloom Library, Bloom Reader, BloomPub Viewer, RAB apps)

- Pages read
- Was the last (numbered) page in the book read?
 - This is some indication that the entire book was read. Note: it is possible to just flip past pages, or to move randomly through the book. So it wouldn't be hard to cheat this system.
- Time spent
- Comprehension Quizzes
 - including how many questions were present and how many answered correctly.
- Duration of audio and video playback
- Book branding
- Bloom Library
- Downloads
- Bloom Reader Specific events
- Installations

No events at this time:

- Shared book
- Shared bookshelf
- Shared APK
- Share Link to app on Play Store
- EPUB

User Information that we collect

Web

- IP address (--) city / country?)

Bloom Reader only:

- Named device ids
- ANALYTICS_DEVICE_PROJECT
- ANALYTICS_DEVICE_ID
- Location
- Latitude, longitude, locationSource, locationAccuracy, locationAgeDays

We record the locations available from each of the standard providers (network, gps, and passive) explicitly. But for the standard location for this report, we mainly want the most recent location we can get; precision is not very important.

However, we know from experience that in poor countries, IP address doesn't give us reliable location, and we expect that wifi and other networks will be similarly unreliable as means of location. So if we have a reasonably recent high-precision location we will take that in preference to a lower-precision one that may be even more current. (Elsewhere we request one location per hour from GPS, if available, to ensure that the "last known location" for the gps provider will be reasonably recent.)

- Districtution Source
- Hardware info
- Android version?

Difficulties getting analytics

- Getting analytics from devices that are normally offline
- No internet
- Effect of blocking cookies?
- Firewalls

- No events on EPUB
- Privacy Issues
- No emails
- IP addresses?
- Cookies
- GPS resolution
- GPS opt in/out
- Device hardware IDs
- Named Device IDs

Analytics Fields

| [View field documentation](#)

Internet Connection Issues

How much bandwidth?

These are the most common analytics events sent by Bloom Reader:

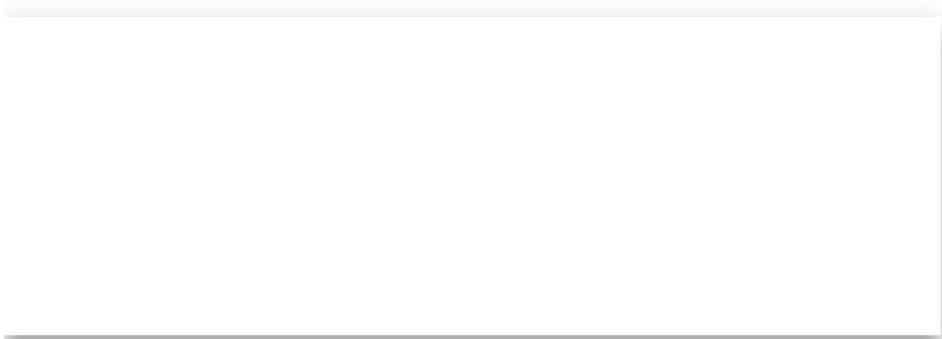
- Bloom Reader started
- Bloom Reader backgrounded
- Book Opened
- Book Closed

Each event is less than 3KB. So a person who runs Bloom Reader, reads 2 books, then quits will send less than 18KB.

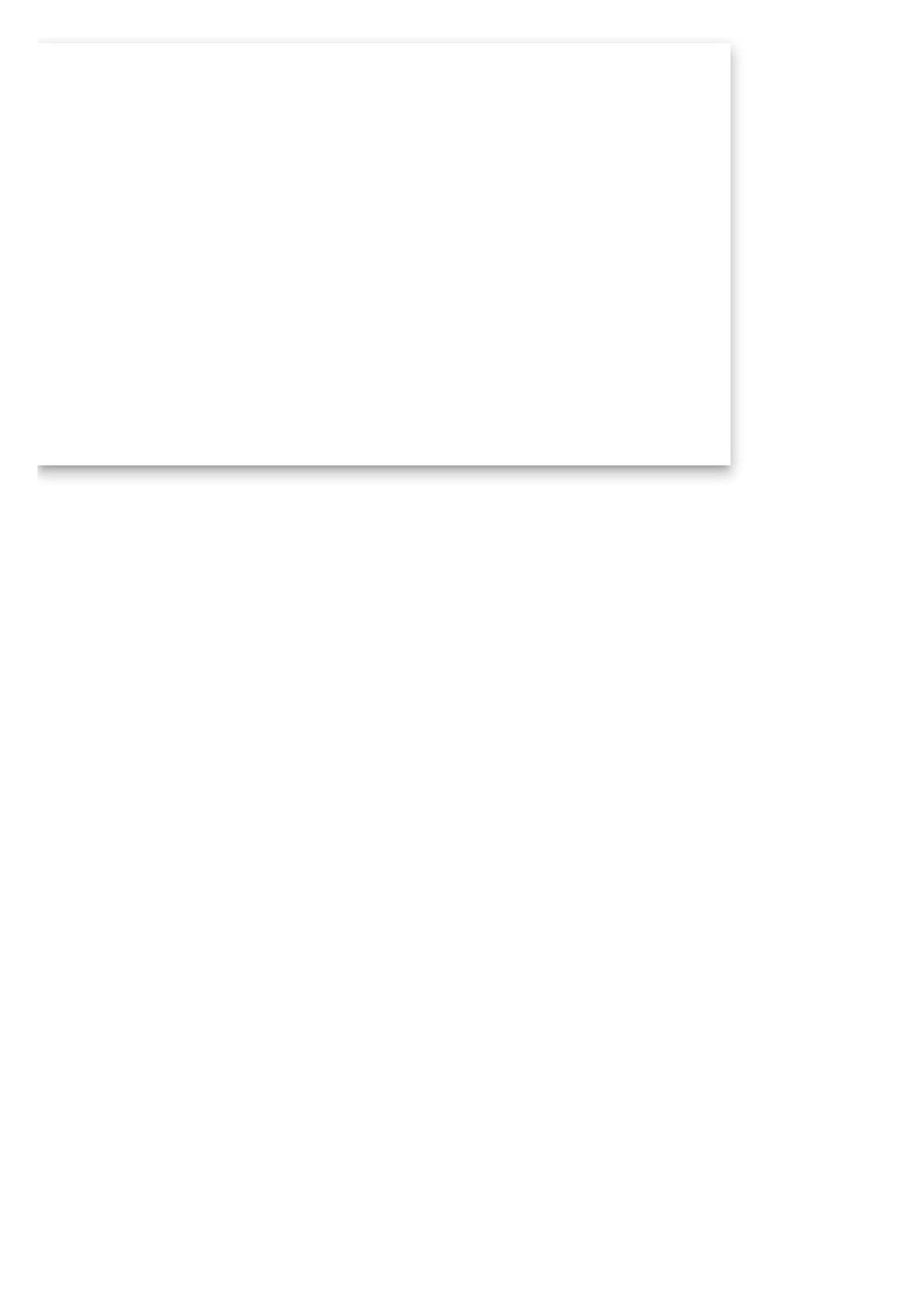
What if the user is not connected to the internet?

If the user is not connected to the internet, Bloom Reader will cache their events. The cache is limited to 1000 events.

To prompt Bloom Reader to send all of its events *right now*, open the menu:



At the bottom of this screen, you will see Bloom Reader's progress in sending the events:



How to Collect

When a project owns and distributes hardware to use with Bloom Reader, it is possible to get analytics that are specific to each device. To make this work:

- You will need to tell Bloom Reader the ID you want to appear in the analytics. To do this, there are two options:
 - Option 1: Enter the information directly within Bloom Reader.
 - Option 2: Create and place a special file on each device. Make sure Bloom Reader has permission to read this file.
- You will need to be directly reading from our analytics database. This device ID will not be available from a BloomLibrary.org stats page.

Option 1: Steps for adding the information directly within Bloom Reader:undefined

1. Decide on a project ID and device IDs for each device.
2. Open the menu by clicking on the menu at the top-left of the book list.
3. At the bottom of the menu, there is an item which indicates it is trying to send stats information or all stats have been sent.
 - i. Tap the menu item three times.
4. The following form will then allow you to enter the project ID and device ID:
5. Save. 2. You may change the IDs using this form, but the only way to remove them completely is to clear the app settings (from the Android settings) or uninstall.
6. See

Verification below.

Option 2: Steps for creating the file that identifies each device:undefined

1. Decide on a project ID and device IDs for each device.
2. Create a file called deviceId.json.{ project: 'projectID' , device: 'deviceID' } 2.
Example: \ { project: 'RISE2' , device: 'STUDENT NORTH FLY 001' }

1. The file content must be \

3. Put the deviceld.json file on the device in the Bloom folder which contains the Bloom Reader books (at the root of Internal Storage).
4. Restart Bloom Reader. 3. This may require actually closing the app if it is currently running. 4. The user will see a brief message indicating the failure or success of loading the project and device IDs. The message is only shown once. The only way to change it after it is initially set is to clear the app settings (from the Android settings) or uninstall.

5. See

Verification below. 6. If this is not working, it means that Bloom Reader does not have permission to read from the Bloom folder at the root of Internal Storage. 5. Open the menu at the top-left of the book list. 6. Tap “Find lost books”. 7. Navigate to the Bloom directory if needed, then tap “Use this Folder” or “Select” to give permission to the directory.

Verification

To verify the setup was successful, open the

at the top-left of the book list. There will be a new item at the end which will display “Stats ID: {device ID} (project)”.

Once the device is properly set up, it will begin reporting analytics with these values in the device_project.hardware_code field of various analytics tables. The value will be projectID-deviceld.

Bloom 5.3 Release Notes

Publish to Audio or Video

You can now turn your book into a video that can be shared on Facebook or YouTube. You can also make a version that will work on inexpensive “feature phones” or mp3 players. Here is the original [Feature Request](#).

Text Color

To highlight a word or some characters, you can now select some text and set its color.

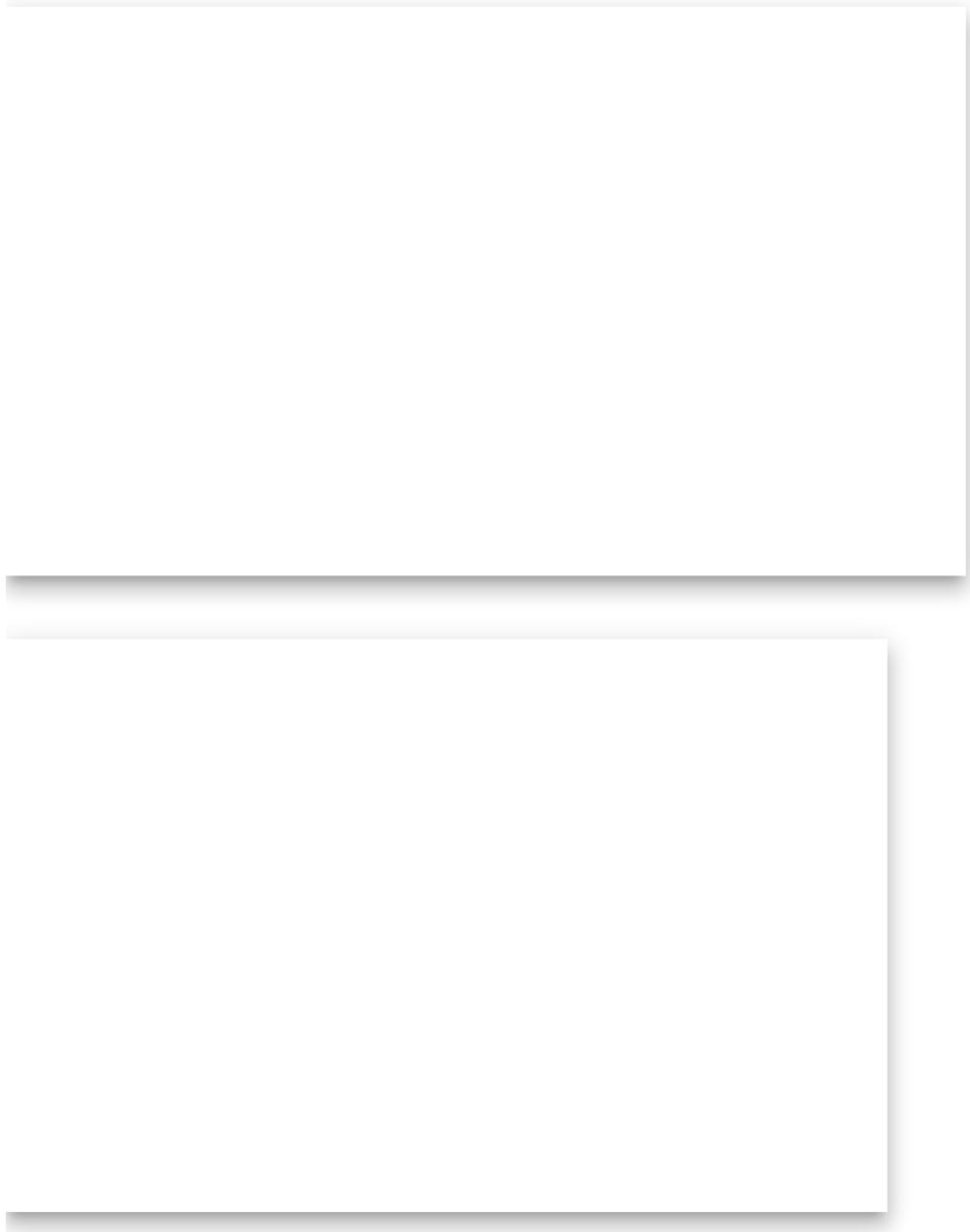
New Copyright / License Dialog

We've re-worked the copyright / license dialog in order to help you better understand your choices.



Font License Info

When you're just making paper or PDF copies of your book, you can use whatever fonts are on your computer. However, many fonts are not freely licensed for use on the web or in ebooks. But how are you supposed to know? It turns out that inside many fonts, there is some metadata that indicates things like what the license is, where the font comes from, and what version of the font you have. Bloom now reads this information and uses color and icons to indicate how safe a font is to use.



Team Collection: Single Book History



Startup Time

We made several changes to speed up Bloom's launch time.

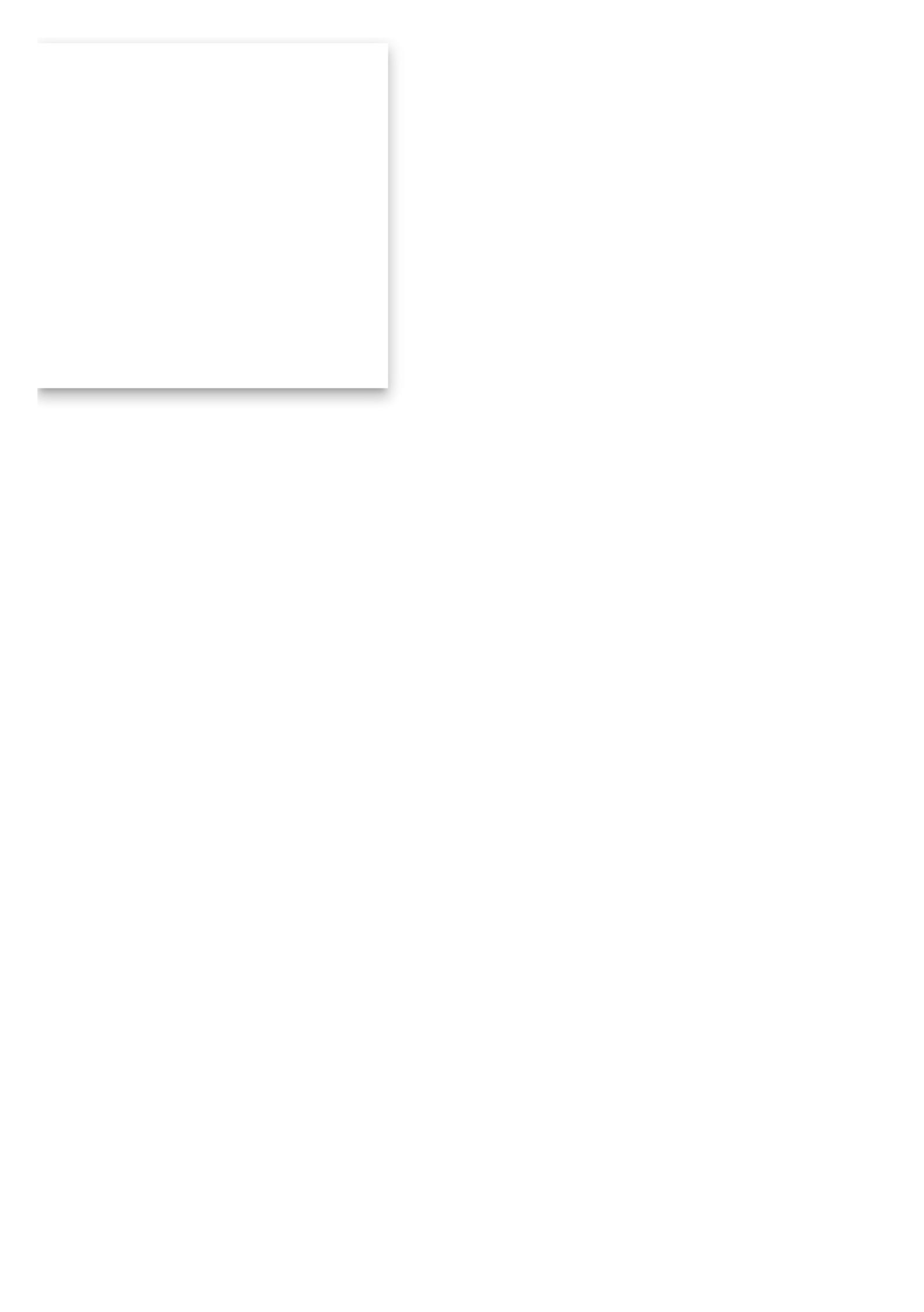
Menus

In the Collection dropdown menu, we

- Renamed the “Advanced” submenu to “Troubleshooting”.
- In “Source” collections (which we think should be *very* rare in 2022), we moved “Make Bloom Pack” from the toolbar to this menu.

We simplified the book menu:

Less-used commands are now under a “More” submenu. In the future, we intend to simplify this further.



BloomLibrary.org

Project cards can now have country names:

We added a map showing where the collection is being read:

And finally, we added city and country tables:

Bloom Reader

We have changed the name and file extension of Bloom's digital book publishing format from `Bloom Digital / .bloomd` to `BloomPUB / .bloompub`. All readers have accepted both for some time, and now Bloom Editor and BloomLibrary.org both deliver `.bloompub`. The new name is purposely parallel to the better-known `ePUB` format.

Bloom 5.4 Beta Release Notes

Simple Choice Activities

We've added two new activities that you can add to your books. Just enter the correct answer in the first box. When someone reads the book, Bloom will shuffle the answers.

Choose Word from Picture

Choose Picture from Word

Are there other simple activities that you would like to have in your Bloom books? Feel free to request them in a [Feature Request](#). Note that a [Bloom Enterprise](#) subscription is required to add new activities to a book.

Get More Books from Within Bloom Reader

Finally, users can get more books into their Bloom Reader without going to a separate browser window. We've added a button at the bottom of the screen:

You then choose a language and Bloom Reader shows you books from BloomLibrary.org. It will remember your recent languages, so you don't have to find them each time:



Once you pick a book, you can either download it into Bloom Reader or just read it online:

Smarter Splitter

We heard you: getting image and text boxes to *just the right size* was too hard. We've made the splitter smart in a couple of ways:

- 1) You can now double-click the splitter to make it snap to the position used by the previous page.
- 2) The splitter now “snaps” to some common locations:
 - The position used by the previous page.

- The position that perfectly matches the image's proportions.
- 1/4, 1/3, 1/2, etc.
- Square

- 3) Previously, the splitter moved by tenths of a percentage. Now, it moves only by full percentage points.
- 4) If you need more precision, hold down the CTRL key to go back to moving by tenths of a percent, ignoring snap points.

Fixed Layout ePUBs

Bloom can now create ePUBs in “Fixed” mode which asks ePUB players to preserve the page as you see it in Bloom. If you have a very simple book, Bloom will also let you choose the previous “Flowable” mode.

With this improvement, you can now publish overlay (comic) books as ePUBs.

CAUTION

Note that if you make a Talking Book out of an Overlay (comic) book, ePUB readers will read bubbles in the order you created them. That won’t always be the correct

order! We have an idea of how to improve things for Bloom 5.5.

See [here](#) for more information about the state of Bloom-to-ePUB publishing.

Color Chooser

We improved the color chooser and made the same chooser available everywhere you can set a color, including text, background colors in the overlay tool, and cover colors.

Text Color in Styles

As before, you can also color individual words and letters:

Modernised Topic Chooser

“Needs Copyright” Button

We've noticed that sometimes people forget to add a copyright, which later prevents them from publishing the book to BloomLibrary.org. Now Bloom shows this button to prompt you.

Overlay Tool

- We've added a new Bubble shape, “Rectangular”:

- We added hints to remind you about two important shortcuts:



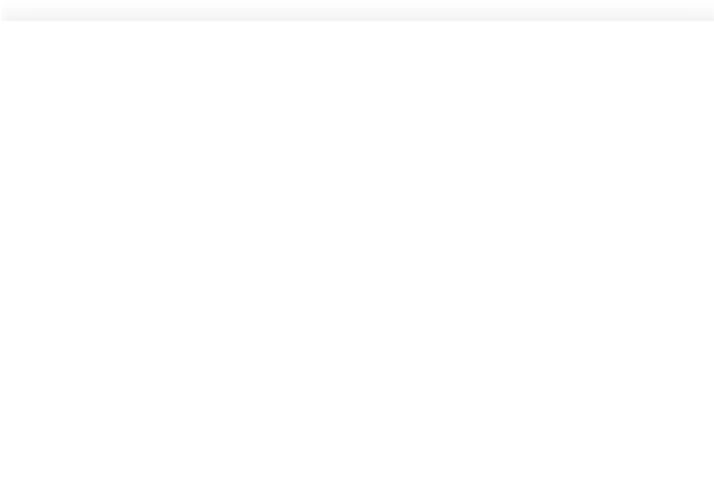
- You can now click on the background image in order to change it.
- If a bubble somehow ends up off-screen, Bloom will move it back on screen the next time it loads the page.

Note that a [Bloom Enterprise](#) subscription is required to add new Overlay (comic) images to a book.

Other Improvements

- Bloom's experimental spreadsheet import/export now retains a book's metadata.
- We added experimental spreadsheet import/export for Talking Books. Note that a [Bloom Enterprise](#) subscription is required to use the spreadsheet commands.
- We made it feasible to use leading spaces in a Talking book to make the left edge of a text box vary in order to do things like conform to the image to the left of the text. While we don't *like* this approach, it is currently the only way to achieve this.
 - Don't highlight leading/trailing whitespace of current audio segment.

- Collapse multiple whitespace in translation bubbles.
- When Bloom makes a BloomPack, it now includes any audio in the books.
- Bloom now shows the Sign Language name on the cover. Note that the name only appears once there is at least one recording, and only after the book has been reloaded.
- You can now access the “Scripts & Variants” settings for a Sign languages. The “scripts” part is not relevant, but this allows you to define a language as a regional dialect of a more widely known Sign language.
- If you download and translate a book, Bloom now gives you the same cover colors as the original.
- SIL has deprecated Andika New Basic since Andika now contains all of its characters. We are gradually switching everything over to Andika in a way that we think will be invisible to users. For this release, we switched Bloom Reader & Viewer to come with Andika built in.
- We improved sorting of books in BloomLibrary.org. By default, books now sort from newest to oldest. For particular collections, we can change this to sorting by title with good number sorting so that numbered series will show in order.
- BloomLibrary’s “stats” pages now have a “People Reached Digitally” Stat

- 
- We added a way for advanced users to override the image compression we do when we publish books.
 - We added a 6" x 9" paper size.
 - You can now set text to right-align:

- You won't notice it, but we did months of work preparing Bloom to move to a modern browser component. This investment will reduce our maintenance cost and unlock some new capabilities in the future.
- We introduced a new layout to most of our "Publish" screens. In the next version, we'll complete this transition by rewriting the PDF/Print and Web Upload screens to fit this new system. In the end, the publish screens will be much more uniform so that if you learn one, others will be more familiar.

Team Collections- Introduction

A **Bloom Team Collection** is a normal Bloom Collection that is shared among team members through the synchronized cloud storage service [Dropbox](#) or a local area network. By synchronizing files across computers, each person who works on a book has the latest version available. **We recommend this system for any project where more than one person touches a book before it is published, and where everyone has adequate internet access.**

System requirements for using a Team Collection

- A Bloom Enterprise subscription, **OR** you can affirm that your project is fully funded by a local community
- Bloom 5.1 or greater. (It is recommended, but not required, that all the team members use the same version of Bloom.)

CAUTION

Each team member must register his or her copy of Bloom with a unique email address.

- A [Dropbox](#) account. The [free version of Dropbox](#), which provides 2GB of storage space, should be sufficient for 100-1000 typical Bloom books.

NOTE

These instructions focus on using Dropbox to synchronize Team Collection files. If you want to use a local network share instead of Dropbox, contact the Bloom team at experimental@bloomlibrary.org.

How Team Collections work

A Bloom Team Collection has two parts. The first part is a normal Bloom collection of working files. This is a folder that contains one or more Bloom books, each in its own folder, as well as special files used by Bloom.

The second part is a special **shadow collection folder**, which is created for the Team Collection by Bloom. Bloom synchronizes the shadow collection and the working files. The

shadow collection is also synchronized between your computer and the Dropbox cloud storage service, which synchronizes it to other team members' computers.

(i) NOTE

A **shadow collection folder** (sometimes called a “shadow collection” or “shadow folder”) is a special folder that contains compressed copies of all the Team Collection files. The shadow collection folder is stored in a cloud-synchronized local directory on your computer.

For example, let's say Awa has a collection of books on her computer (Figure 1):

Awa's collection is a Team Collection, so Bloom creates a shadow collection folder on her computer from her working files. The shadow collection is also synchronized to the Dropbox file-sharing service (Figure 2).

Awa shares the shadow collection folder with her teammate Barkari using Dropbox. Now Awa and Barkari both have a shadow collection folder on their computers (Figure 3).

When Barkari launches a special file in the shadow collection folder, Bloom copies the Team Collection files from the shadow collection on his computer, to create a working collection. Now Barkari can edit books in the collection, too.

Whenever Awa or Barkari change something in the working collection on their computers, Bloom copies the changes into the shadow collection, and Dropbox copies the changes to the other one's computer. In this way, they can both work on the collection, even though they are using different computers.

Checking books in and out

In a Team Collection, each book has a **status**. There are three possibilities for a book:

- **Available for editing**

- **Checked out by you**

- **Checked out by someone else**

Only the person who has a book checked out can make changes to it. Whenever one user checks out a book for editing, Bloom uses Dropbox to notify the other team members that the book is checked out. After the user checks the book back in, Bloom notifies the other team members that the book is available for editing again.

This checkout system ensures that team members do not develop multiple conflicting versions of a book that must be painfully reconciled later.

What if I don't have Internet access all the time?

You do not need continuous internet access to use Bloom team collections. You only need to be connected to the internet when you check books in and out. Your internet service does have to be sufficiently fast and reliable to transfer books to and from Dropbox.

Why Dropbox?

Team Collections works with Dropbox because we have found that it works more reliably and efficiently for this purpose than other commercial filesharing services do. In particular, Dropbox lets other team collection users know when a teammate has updated a book more reliably than Google Drive does. Even more important, when you change part of a book, Dropbox transmits only the parts of the book that have changed rather than the entire book. This is helpful in places with less than super-fast internet.

For more information

- [Getting started with Team Collections](#)
- [Working with Team Collections](#)
- [Team Collections FAQs](#)
- [Team Collections: When things don't go according to plan](#)
- [Team Collections: Advanced Topics](#)

Getting Started with Team Collections

To create a Team Collection, you start with an existing Bloom collection and convert it into a Team Collection. In this guide, we will walk through the process of converting an existing collection into a Team Collection.

The basic steps are:

1. [The team designates a Team Collection Administrator](#)
2. [The Administrator converts a Collection into a Team Collection](#)
3. [The Administrator shares the Team Collection with the other team members](#)
4. [Other team members join the Team Collection](#)

Let's look at each step in turn.

Before you begin

Before you begin, make sure:

- The latest version of Bloom is installed on your computer, **and** you have registered it with a distinct email address.
- You have a Bloom Collection that you want to convert to be a Team Collection.
- You have a Dropbox account.
- The Dropbox app is installed on your computer. If the Dropbox app is not installed on your computer, see [Setting Up Dropbox on Your Computer](#).

NOTE

Dropbox is free for most users, so you may want each team member to have his or her own Dropbox account. If this is a problem (for instance, if you have a limited number of high-capacity Dropbox accounts available), it is possible for all your team members to use the same Dropbox account.

Step 1: The team designates a Team Collection Administrator

Your team must decide who will be the Team Collection's *Administrator*. The Administrator is the one who will convert the collection into a Team Collection and share it with the other team members.

 **NOTE**

In addition to setting up the Team Collection and sharing it with the other team members, the Team Collection Administrator has sole control of all Team Collection settings, including the default font, Bloom Enterprise subscription code, and "xmatter" (front and back matter) book settings. The Administrator also has control over any Leveled Reader and Decodable Reader settings.

Step 2: The Administrator converts the Collection into a Team Collection

The next step for our Administrator is to convert the "regular" Collection into a Team Collection. The collection can be an existing one with books already in it, or it can be a newly created, empty collection.

 **NOTE**

If your team has multiple copies of the exact same book or even multiple copies of several books, the team should carefully determine which book is the most up-to-date version of each title. The team should gather those books together and pass the "master copy" to the team administrator who will place these books in their Bloom collection.

Once you have the base collection prepared, there are four steps to the process:

1. [Open the Collection Settings in Bloom](#)
2. [Enable Bloom Enterprise features](#)
3. [Enable Team Collections](#)
4. [Create the Team Collection](#)

Let's look at each step in detail.

2.1 Open the Collection Settings in Bloom

Open the Collection in Bloom, and click on **Settings** in the "Collections" toolbar (make sure you are in the "Collections" mode, not "Edit" or "Publish").

2.2 Enable Bloom Enterprise features

Team Collections is a Bloom Enterprise feature. Navigate to the **Bloom Enterprise** tab of the Collection Settings.

Click the **Enterprise Subscription** radio button and enter your Bloom Enterprise subscription code ①.

① NOTE

If your project is funded entirely by a local community, you can enable Bloom Enterprise features by clicking "Funded by the local community only" ②.

Restart Bloom ③.

2.3 Enable Team Collections

Team Collections is an experimental feature that must be enabled. After Bloom restarts, return to the Collection Settings and navigate to the **Advanced Program Settings**.

Tick the **Team Collections** box ④.

Restart Bloom ⑤.

2.4 Create the Team Collection

After Bloom restarts, return to the Collection Settings. This time, you will see a new tab for **Team Collections**. When you activate it, you will see a warning message:

⚠ This is an **experimental** feature. Please contact us at experimental@bloomlibrary.org so that we can talk over your needs and make sure that this feature is ready for you.

Click the **CREATE A TEAM COLLECTION** button ⑥.

Now Bloom will present another dialog box titled “Create a Team Collection”, with two sections.

The first section lets you choose a location for the team collection’s “shadow folder”. You can accept the default location suggested by Bloom, or you can click **CHOOSE FOLDER**  and navigate to another location within your synchronized Dropbox folder.

 **NOTE**

The **shadow collection folder** is a special folder of compressed files stored in Dropbox, which Bloom uses to synchronize files between team members’ computers. See [How Team Collections work](#) for more details.

 **CAUTION**

Make sure that the folder you choose as your shadow folder (the “LAN or Dropbox Folder”) is NOT one of the following:

- a folder that is already a shadow folder (i.e., DON'T choose a folder that contains a `.JoinBloomTC` file)
- a Bloom collection working folder working collection (i.e., DON'T choose a folder that contains a `.bloomCollection` file)
- a folder that already contains a folder with the same name as the shadow folder you are trying to create

Next, take a moment to read and make sure you understand the three items in the second section ❸. Then, tick the three boxes showing you have read and understood these notices.

If you are satisfied that everything is correct, click **CREATE & RESTART ❹**.

Bloom will create a special “shadow folder” in your shared Dropbox folder and begin to add the books in your Collection to it. Be aware that if your collection of books is very large, this may take some time.

After Bloom has finished creating the cloud collection folder, Bloom will restart. Now you should see the Team Collection notice in the tab bar:

3. The Administrator shares the Team Collection with the other team members

For others to collaborate on your Team Collection, you need to share your Team Collection folders with them. You do this by sharing with them the synchronized folder that contains your cloud collection folder. Assuming you are using Dropbox on Windows, you can do this by right-clicking the team collection shadow folder *in Windows File Explorer* (10a) and then clicking **Share....** (10b).

NOTE

The shadow collection folder contains a special file called `Join This Team Collection.JoinBloomTC`. (This file might appear as simply `Join This Team Collection`, if you have Windows File Explorer set to hide filename extensions.) The Administrator can rename this file (for instance, to translate it into another language), but the file **must** retain the `.JoinBloomTC` filename extension.

NOTE

If you are using Windows 11, you will probably need to choose **Show more options** (10b) from the right-click context menu, then choose **Share...** (10c) from the larger menu.



Enter the email address of each person you want to invite. Make sure the recipient will have **editing** privileges for the folder. (This is the default setting.) You can also type an introductory message (11). Then Click **Share** (12). Each team member will receive an email notification from the Administrator about the shared folder. (If the recipient has the Dropbox app installed on their computer, there will also be a pop-up message.)

4. Other team members join the Team Collection

To join a Team Collection, other team members do the following:

1. Make sure that Bloom is registered.

 **NOTE**

If the user's Bloom installation is not registered, he or she can register it by clicking the **Registration...** line under the Bloom Help menu (marked with a **(?)**)

icon).

1. Add the shadow collection to his or her Dropbox by clicking **Add** in response to the Administrator's invitation.
2. Locate the shadow collection folder in the Windows File Explorer and open it.
3. Locate and double-click the **Join this Team Collection.JoinBloomTC** file **(13)**.

 **CAUTION**

It is essential to double-click **Join this Team Collection.JoinBloomTC** **in Windows File Explorer**, not in the Dropbox interface in a web browser.

 **NOTE**

The Administrator may have changed the name of the file, but it will still have a `.JoinBloomTC` filename extension.

Next, Bloom will present a dialogue box allowing the user to join the team collection. Click **Join (14)**.****

Next, Bloom will launch itself and copy the working files from the shadow directory into a new working directory.

NOTE

If the user already has a collection with the same name as the Team Collection, Bloom will present a dialogue box allowing the user to *Join and Merge* the Team Collection. This action will cause this team member's private collection to be merged with the Administrator's team collection. Note that during the merge process, the Administrator's settings will overwrite the member's collection settings.

After Bloom has copied all the files into a working collection, Bloom will restart and open the new collection. All the team members should see the Team Collection badge in the toolbar.

What next?

Working with a Team Collection is like working with a regular Bloom Collection, but you need to check books out in order to edit them. When you're finished making edits, check them in again so that your teammates can work on them. For more details, see [Working with Team Collections](#).

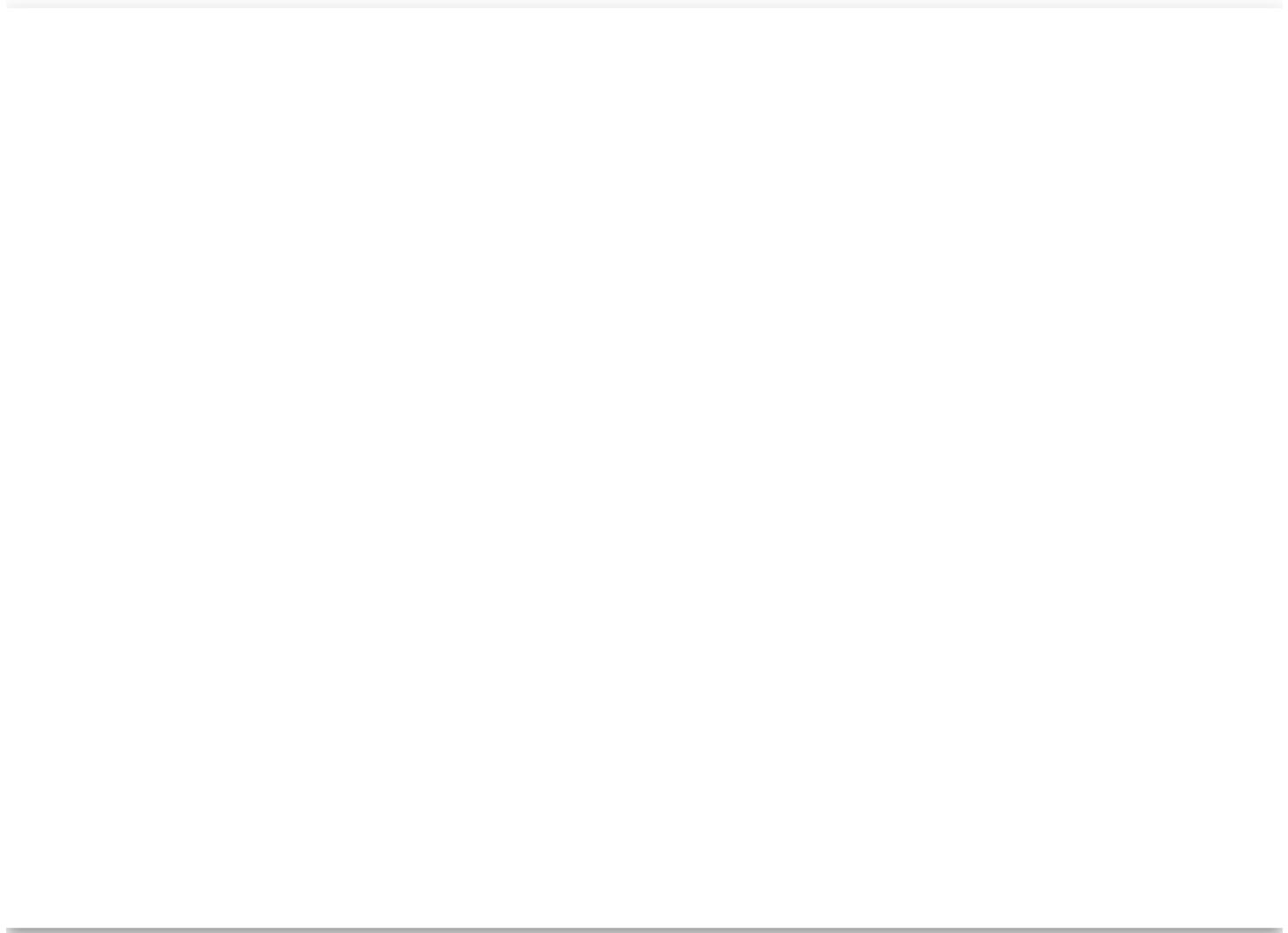
Working with Team Collections

Checking In & Checking Out Books

When you open a Team Collection, the first thing you will notice is a “Team Collection” badge in the toolbar. You will probably also see colored circles on some of the book thumbnail images. These circles indicate which books are checked out for editing by members of your team.

When you click on a book thumbnail, Bloom will display who has the book checked out. Books that are checked out to other team members are not available for editing. (Notice that the “Edit” tab is gray, meaning that you cannot click on it to edit the book.)

In the example below, team member Awa Issa sees that the book “**/owl**” is **available for editing** and wishes to edit that book. She clicks the thumbnail image **(1)**, and then clicks **CHECK OUT BOOK (2)**.



The book's status immediately changes to **This book is checked out to you**, and Awa is now permitted to edit. Awa can click the **Edit** tab **(3)** or the **EDIT THIS BOOK (4)** button to begin editing the book.

While Awa has this book checked out, other team members will see in the book's status panel that Awa has the book checked out. Awa's teammates cannot edit the book until after Awa has checked it back in.

When Awa is finished editing the book, she can check it back in. First, she types a brief note about the changes she made, to let her team members know what she has done **(5)**. (This step is optional.) Then she clicks the **CHECK IN BOOK** button **(6)**.

The book is now available to the other team members to make further edits.

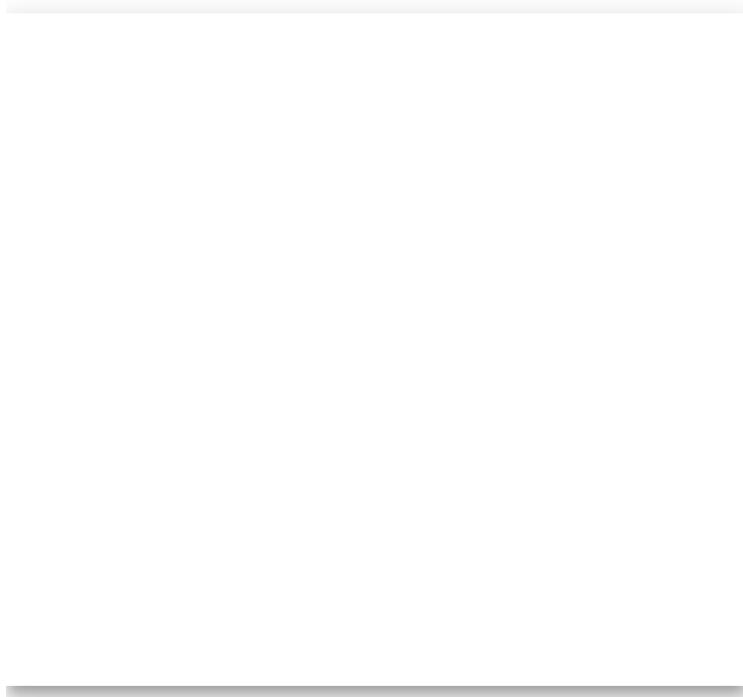
CAUTION

Slow internet connections can cause status update delays The status panel of a book may take some time to update over slow internet connections. When this happens, it is possible that two people may start to edit the same book at the same time. This will cause an editing conflict. If an editing conflict occurs, Bloom will determine one team member to be the “winner” and will put the other team member’s edited book into a special *Lost and Found* folder. (If this happens, see [Retrieving a book from Lost and Found](#).)

If your team members do have poor internet access, you may wish to schedule the work through email or other means to lessen the potential for editing conflicts.

Making avatars for your team

Bloom marks the thumbnails of books in a Team Collection with an initial letter of the name of the user who has a book checked out, or a small image (called an “avatar”) to represent the user:



How does Bloom know what to show? In the Bloom Registration, there is a field for name and email.

Make sure each user has a correct and unique email. From that, Bloom can generate an avatar that uses their initials. If you want to have a picture instead of just initials, you can register your email address at gravatar.com.

Manually updating your team collection

If another team member checks in a book, the Team Collections badge may say **Updates Available**. To get the latest version of the collection's books right away, click on the **Updates Available** badge (7).

Book history

Clicking on the Team Collection badge in the toolbar lets you see a history of changes.

Team Collections- When things don't go according to plan

Check-in / Check-out problems

What happens if there is a delay in synchronization such that two people both have a book checked out?

This should happen only rarely. If it does happen, Dropbox will choose one of the users as the “winner” and one as the “loser”. On the “losing” machine, Bloom will notice within a minute or so that another user is editing the same book. Bloom will send that user back to the Collection tab, and any changes made to the book on the “losing” machine will be removed. Bloom will alert the user to what happened, and why.

What happens if I connect to a Team Collection with multiple computers?

You can join a Team Collection using multiple computers. To do this, use the same email address to register Bloom on each computer, and launch the [Join this Team Collection.joinBloomTC](#) file on each machine. (You’ll also need to use the same email address for Dropbox on both computers.)

Be aware that you can check out a book for editing *on only a single computer at a time*. If you have a book checked out on one computer and look at the same book on a different computer, Bloom will inform you that “This book is checked out to you, but on a different computer. You cannot edit the book on this computer, until you have checked it in on [the other computer’s name].”

What happens if someone checks out a book but then becomes unreachable for a long time, and the team wants to edit that book?

The Team Collection Administrator can use the “Force Unlock” command to make the book editable again.

⚠ CAUTION

“Force unlocking” a book is not the same as checking the book in! When the administrator force-unlocks a book, any changes made by the user who originally checked the book out will not be saved to the shared team version. Instead, that

version of the book will be moved to a “Lost and Found” folder. If you want to incorporate those changes into the shared team version later, you must do so by hand.

What happens when the long-lost team member comes back online?

On the long-lost team member’s computer, Bloom will notice that the shared team version no longer has a “lock file” that indicates that he or she has that book checked out for editing. It is now likely that there are diverging versions of this book. Bloom will save the force-unlocked version to a special “Lost & Found” folder in Dropbox, remove that user’s edit access, and notify him or her of what just happened.

If your long-lost teammate has been very productive and you want to use his versions of the books, you’ll need to retrieve them from the “Lost & Found” folder. It’s best to get a Bloom expert to help you do this. If you’re a confident computer user and want to do it yourself, see [Retrieving a Book from Lost & Found](#).

Bloom Enterprise license problems

What happens if someone tries to join a Team Collection but does not have a Bloom Enterprise License?

Enterprise Licenses are for the project, not people. So anyone joining a Team Collection is joining a collection that already has the Enterprise license set up.

What happens if a Bloom Enterprise License expires on a Team Collection?

The collections will keep working, but they will become disconnected from each other. Without the Bloom Enterprise enabled, the books on the team members' computers will not synchronize with each other, nor will they have a checked-in/checked-out state.

What happens to a Team Collection when an expired Bloom Enterprise license is renewed?

Each user will have to rejoin the team collection. (This allows any edits that were done while not in enterprise mode to be properly merged.)

Naming conflicts

What happens if you join a Team Collection but you already have a local collection with that name?

This has several answers.

Usually, the two collections are merged. Books that are unique to either collection are copied to the other. If a book is found in both places and they are not identical, the local version is moved to a special folder called “Lost & Found” and the Team Collection version is copied to the local folder.

If the local collection is found to be already connected to the Team Collection you are trying to join, Bloom will point this out in a message and open it normally. As a special case of this, if you have moved the Team Collection (for example, reorganizing your Dropbox, or switching from a LAN Team Collection to a Dropbox one), joining the collection in the new place will provide a way to reconnect them. (Otherwise, when Bloom can't find the Team Collection at the old location, it will report that it is “disconnected”.)

What happens if a book has been renamed before a copied collection is merged into a team collection

Recall that if a user tries to join a Team Collection, but already has a collection with the same name as the Team Collection, Bloom will ask the user to *Join and Merge* the local collection with the Team Collection. If the user agrees, Bloom will add the books in the user's private collection to the Team Collection.

Now, suppose that Joe got a copy of Fred's collection. Fred's collection isn't a Team Collection — it's just a regular Bloom collection. Since then, Joe has renamed *Book 1* to *Joe's book*, and Fred has renamed *Book 2* to *Fred's book*. Joe then makes his collection into a Team Collection, and invites Fred to join it.

When Fred tries to join the Team Collection, Bloom will see that team collection has a book called *Joe's book*, and that *Joe's book* has the same internal ID number as *Book 1* in Fred's local collection. Moreover, Bloom will see that *Book 2* in the Team Collection has the same internal ID as *Fred's book* in Fred's collection. Bloom has no way of knowing which name is right for each book, but a decision must be made, since we don't want the resulting collection to end up with two books that have the same internal IDs.

In this situation, the Team Collection wins. Bloom will put Fred's books *Book 1* and *Fred's book* in a special Lost & Found folder, and update Fred's local collection to have the Team Collection versions of *Joe's book* and *Book 2*.

What happens if two Team Collections have the same name?

Suppose Fred is creating books in the VMU language. He creates a Team Collection called "VMU books" and shares it with his friend Joe. Joe joins Fred's "VMU Books" team collection.

Joe's friend Sally is also creating books for the VMU language. Sally also creates a Team Collection called "VMU Books", and shares it with Joe. But when Joe tries to join Sally's collection, Bloom disables the Join button and tell Joe that he already has a collection called "VMU Books", and it is not the same collection as the one he is trying to join.

What to do:

- *If Fred, Sally, and Joe want to work together, they should decide which collection they should all use.* In this case, they agreed that Sally's collection was the best.
 - If Sally invites Fred to join her collection, he will get the same warning as Joe did, because he still has a Team Collection with the same name as Sally's Team Collection. Fred should remove his Team Collection and try again. This time Bloom will merge Fred's local collection with Sally's Team Collection. Sally's collection will

now contain all the books. Now that Fred's collection is gone, Joe can join Sally's collection.

- *If Fred and Sally do not want to work together, they should choose different names for their Team Collections so that Joe can work with them both.*

Team Collections FAQs

What happens if I want to edit a book but I cannot get online?

If you already have the book checked out, you can edit it. If you do not have the book already checked out, you cannot check it out or edit it.

Does everyone on the team have to have the same version of Bloom?

No. The members of a team can use different versions of Bloom, with one limitation: if one team member adds a book that uses a new Bloom feature, other team members will not be able to edit that book until they update Bloom on their computers. (This is how Bloom works in general, not just for Team Collections.)

What happens if I drag a Bloom Book folder into my Team Collection folder?

Bloom will notice that the book is not yet part of the Team Collection, and automatically add the book to the Team Collection as a “checked in” book.

How can I remove a book from a Team Collection?

To remove a book from a Team Collection, do the following:

1. **In Bloom:** Check Out the book. (Remember, you need to check the book out to make changes.)

2. **In Bloom:** While the book is still checked out to you, right-click on the book's thumbnail and choose **Delete Book**.
3. **Dropbox** will ask whether you want to "Remove (book title) from your Dropbox account and all devices?" Click "Move out of Dropbox". If you do not want to see such notices in the future, you can tick the box "Don't ask me this again".
- 4.

What happens if I rename a book in a Team Collection?

Bloom treats renaming a book in a Team Collection as a *deletion* followed by an *addition*.

Suppose you check a book out, and while you have the book checked out you change its name. Until you check the book in, the *local* book and folder will have the new name, but the corresponding file in the Team Collection's "shadow collection" will have the *old* name.

When you check the book in, Bloom will remove the book from the shadow collection, and add a new book (with the new name) to the shadow collection. The next time your teammates synchronize their team collection files, Dropbox (or your LAN) will remove the old book and add the new ones to their team collection files.

If one of your teammates checks a book out and renames it, the same thing happens: the old book is removed, and a new one is added. But this time, the change starts on *their* computer, and Dropbox (or your LAN) and Bloom propagate the change to your computer.

In the Team Collection history log, Bloom will report that the book has been renamed.

Team Collections- Advanced Topics

Moving a book from one collection to another

Sometimes a book needs to be moved from one collection to another. For example, suppose you have multiple Team Collections organized according to grade levels or difficulty. After reassessing a book's level of difficulty, you decide it needs to be moved to a different collection.

The procedure to do this is as follows:

1. **In Bloom:** Check Out the book. (Remember, you need to check the book out to make changes.)
2. **Using Windows File Explorer:** Copy the book's *local* folder (not the Dropbox or LAN folder), to the new collection folder.
3. **In Bloom:** *While the book is still checked out to you*, right-click on the book's thumbnail and choose **Delete Book**.

Locking down a book to prevent further modifications

There are several ways you can “lock down” a book to prevent further modification:

- The Administrator can permanently Check Out the book.
- The Administrator can move the book out of the team collection (see [Moving a book from one collection to another](#)).
- The Administrator can “retire” the entire Team Collection (see [Retiring a Team Collection](#)).

(In a future version of Bloom, we may add the ability to “lock down” a book.)

Retiring a Team Collection

The team collection Administrator may wish to “retire” a particular Team Collection in order to prevent accidental book modification or deletions. This might happen if a team has completed work on a book collection, or if collaboration on the book collection is no longer needed or desired.

The team collection Administrator can change the Team Collection back into a regular Bloom collection. The procedure to do this is as follows:

1. **In Bloom:** Ensure all books have been checked in.
2. Close Bloom.
3. **Using Windows File Explorer:** delete the following files from the Team Collection **local** folder:
 - lastCollectionFileSyncData.txt
 - log.txt
 - TeamCollectionLink.txt
4. **Using Dropbox:** Delete or un-share the shared **Dropbox** folder containing the Team Collection. (If you are using a LAN for file sharing, delete or un-share the shared LAN folder.)

Changing the name of a Team Collection

When you create a Team Collection, you are warned that you will not be able to change the name of the collection later. This is not *exactly* true: it is possible to change the name, but it's painful. If you find yourself in dire circumstances and must change the Team Collection name, here is how you can do it:

1. The Team Collection Administrator "retires" the Team Collections, following the instructions in Retiring a Team Collection above. (Note that this requires that all books be checked in.)
2. The Team Collection Administrator deletes shadow folder, so that it is removed from all team members' computers. If for some reason the Administrator cannot delete the shadow collection from the team members' computers, the team members should be sure they have removed the shadow collection from their computers.
3. The Team Collection Administrator renames the retired Team Collection (which is now a "regular" Bloom collection).
4. The Team Collection Administrator follows the regular instructions to create a Team Collection from the collection (see Getting Started with Team Collections).

Moving a Team Collection's shadow collection folder to a different location

When you create a Team Collection, you choose a Dropbox (or LAN) folder for the Team Collection's shadow collection folder. If you later decide you need to move the shadow

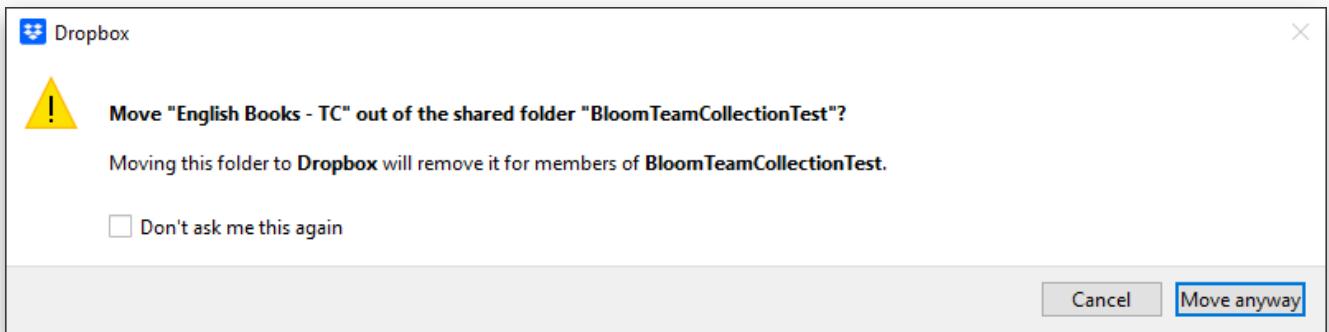
collection folder to a different location, here is how you can do it:

1. Close Bloom.

2. In Windows Explorer, navigate to the location of the shadow collection folder (in your Dropbox folder). Move the shadow collection folder to its new location.

(i) NOTE

You may get a notice from Dropbox warning you that moving the folder will “remove it for the members of” the folder you are moving it out of. This happens when you rely on the sharing settings of a higher-level folder to share the shadow collection folder with your teammates.



If you see this notice, click the **Move anyway** button. Then re-share the shadow collection folder (or a higher-level folder) with your teammates.

1. In Windows Explorer, re-join the Team Collection by double-clicking the `Join this Team Collection.JoinBloomTC`. (This will alert Bloom to the new location of the shadow collection folder.)

2. Bloom will start, and will show this message:

3. Click **JOIN**. Bloom should proceed to open the Team Collection.

 **NOTE**

If you try to open a Team Collection whose Dropbox folder has been moved, Bloom will show a “disconnected” state in the Team Collection status badge, and display a message which outlines the above steps.

Retrieving a book from Lost and Found

There are a number of situations where conflicts arise between books on different team members' computers and Bloom cannot decide which one it should treat as authoritative. In these cases, Bloom chooses one version as the "winner" and saves the other one in a special folder called "Lost and Found". (The Lost and Found folder exists only in the synchronized team collection "shadow folder", not in your working files.)

If you want to rescue a book from the Lost and Found, it's best to get a Bloom expert to help you. If you are a confident computer user and want to do the job yourself, here's how:

1. Navigate to the Dropbox (or LAN)-synchronized "shadow folder" (for instance, `C:\Users\<your username>\Dropbox\My-collection - TC\`).
2. Now look for a subfolder called `Lost and Found`. Inside the `Lost and Found` subfolder you will find one or more files with a `.bloom` extension. Each of these is a compressed book folder.
3. Copy the desired `.bloom` file to a different location on your computer, and uncompress it into a new folder. You will probably need to use a zip utility such as 7-Zip to do this. (Alternately, you can change the filename extension to `.zip`, and use Windows' built-in zip tools to uncompress the file into a new folder.)
4. Copy or move your newly uncompressed folder into your **local** Team Collection folder. **WARNING: Make sure the folder has a different name than the original book's folder name!** Otherwise you'll get back into a conflict situation.
5. Launch Bloom (or close and relaunch Bloom). Bloom will recognize that a book has been added to the Team Collection, and will automatically check it out to you.
6. Check in the book, and Bloom (with a little help from Dropbox or your LAN) will propagate the new book to the other Team Collection computers.

Now comes the hard part: you must manually reconcile the two different versions. This means identifying the parts you want to keep from one book (the version you will not keep), and manually moving them into the one you will keep. This can be a painful process!

After you have finished reconciling the two books, you can remove the one you do not want to keep (see [How can I remove a book from a Team Collection](#) for instructions on how to do this).

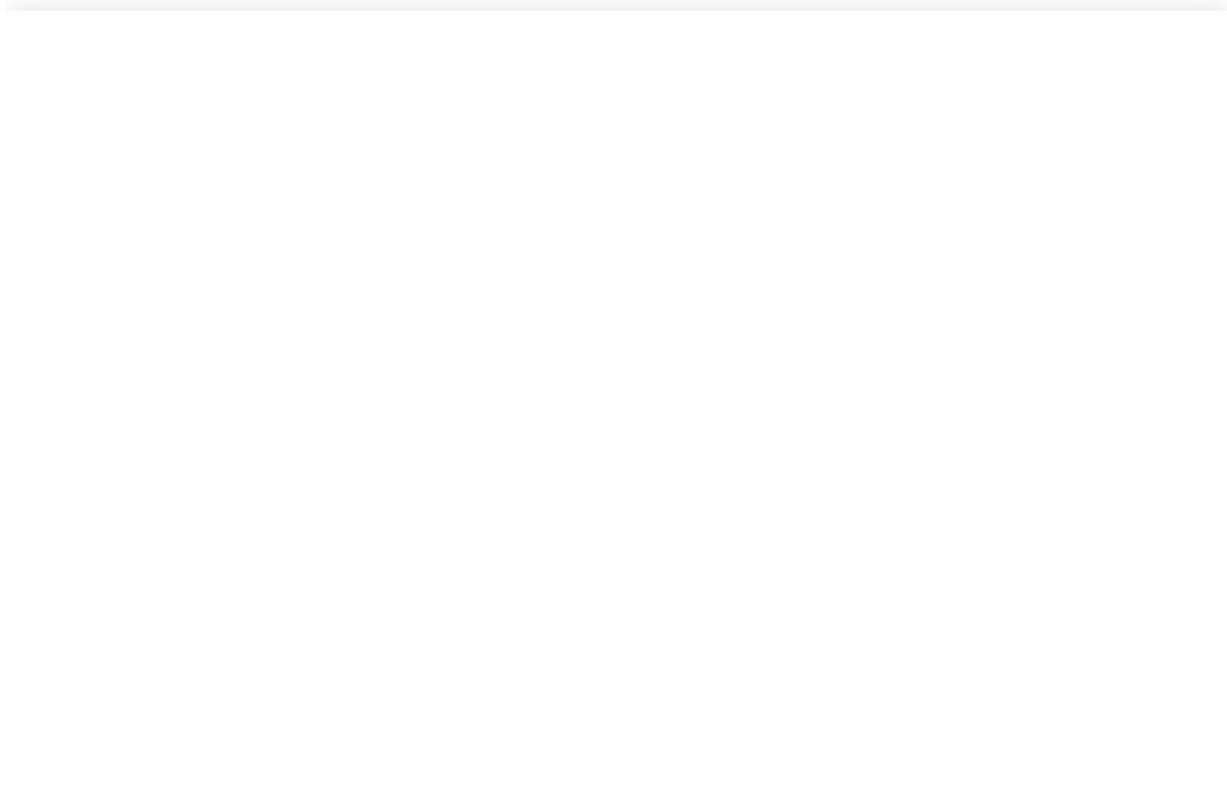
Setting up Dropbox on your computer

As a Cloud service, Dropbox can operate entirely through a web browser interface.

However, in order to use Bloom Team Collections, **you need to also install the Dropbox App on your computer.** The Dropbox App allows you to access your Dropbox files through your computer's file manager (in Windows, that's File Explorer). It also allows Bloom to synchronize your Team Collection between Bloom's working files and the Team Collection's cloud collection folder.

In this guide, we'll walk through the process of installing the Dropbox app on a Windows computer.

When you sign into Dropbox initially, you may see this dialogue box. Click on the Download button to get started.



If you don't see that sign, then from your web interface in Dropbox, click on your account icon (1), then click on "install Dropbox app"(2).

You'll see:

DropboxInstaller.exe will download. After download, double-click on the file to install it.
You may need to register a phone number to your account. After that you should see:

Other steps may be presented. Eventually, you'll get to:

If you only have a basic Dropbox account, you must choose the first option.

Next, Dropbox will want to add several large folders to be automatically backed up. It is very likely that the space requirements for backing up these folders will surpass the allotment of a Basic Dropbox account.

If you only have a Basic Dropbox account, uncheck those boxes and click “Not now” to proceed.

You'll see a warning:

Click to **Continue to Dropbox**.

Dropbox will create a folder on your computer to hold synchronized files. On most computers, this will be located at `C:\Users\<your username>\Dropbox`.

That's it! Now you can store your Bloom Team Collection cloud collection folders in your synchronized Dropbox folder, and enjoy using Bloom Team Collections.

Notes on Team Collections

CAUTION

The following are known problems and limitations of this feature.

We know you'd rather be using Google Drive

Team Collections relies on other file syncing systems while hiding their complexity. Currently, you can use a local LAN server to sync or Dropbox. We don't yet offer Google Drive because our experiments with "Google Drive for Desktop" showed that it was not reliable enough to use for Team Collections. However, in the future, we hope to build a reliable Google Drive option based directly on Google APIs instead of the "Drive for Desktop" app.

It might be possible for two people to check out a book simultaneously

Only one person can have a book checked out at once. When you try to check out a book, Bloom first makes sure that it isn't already checked out. However, due to delays inherent in cloud-based file syncing, it is at least theoretically possible that the book was checked out recently by a teammate, and your computer hasn't received that data yet. In the future, we plan to add a full-proof cloud-based system that will close this loophole.

OPDS API

NOTE

An “API” is a way for programmers to connect their program to another system. In this case, Bloom’s OPDS API allows programmers to get information on BloomLibrary.org’s collections of books.

Bloom implements the [OPDS API](#), which is a common API in the ePUB world. The OPDS format is extremely verbose, and we don’t love it, but it works. Using Bloom’s OPDS API, you can

- Get lists of languages
- Get lists of books in a language
- Get thumbnails and URLs for books

Getting an account from us

There are two general ways to get an account:

- 1) a Bloom Enterprise Subscription
- 2) an agreement based on mutual content sharing or other partnership

We will set up your account and provide you with the credentials you need.

NOTE

Before requesting an API key, please create an account at [BloomLibrary.org](#). Then when you write, tell us what the email address is that you used to create that account.

To discuss getting a key, please write to admin@bloomlibrary.org.

CAUTION

We don’t currently have a way of rate-limiting you, so it is on you not to break us! Please do not use this API in a way that would generate queries every time one of your users opens a page. Instead, please cache the results and update them daily or whatever.

This also holds for the thumbnails this provides. If you are a high-volume site, we will need you to cache the thumbnails.

Thanks!

Base URL

<https://api.bloomlibrary.org/v1/opds>

Queries

In the following

- `YOURACCOUNT` is the email you use for your [BloomLibrary.org](#) account
- `YOURKEY` is the secret API key we will give you
- `LANGUAGETAG` is a [BCP47](#) tag

Parameters

The following parameters are our additions the OPDS spec:

`key`: `YOURACCOUNT:YOURKEY`

`lang`: string, optional. bcp47 lang tag that narrows the search to one language

`ref`: string, optional. The referrer tag, used internally for recording who is doing the query

`tag`: string, optional. Limit search to books with this tag

`organizeby`: string, optional. If defined, the only option is “language”.

`minimalnavlinks`: “true” | “false” (default), optional.

`epub`: “true” | “false” (default), optional.

Languages

To get a list of languages, use a URL like this:

```
[https://api.bloomlibrary.org/v1/opds?  
organizeby=language&minimalnavlinks=true&key=YOURACCOUNT:YOURKEY]  
(https://api.bloomlibrary.org/v1/opds?  
organizeby=language&key=rev79_app@sil.org:kCaAH0BD2r&minimalnavlinks=true)
```

This will return a large result that looks like this:

```
<feed xmlns="http://www.w3.org/2005/Atom" xmlns:dcterms="http://purl.org/dc/terms/"  
      xmlns:opds="http://opds-spec.org/2010/catalog">  
<id>https://bloomlibrary.org</id>  
<title>Bloom Library Books</title>  
<updated>2022-11-09T17:39:22.868Z</updated>  
<link rel="http://opds-spec.org/facet" iso="haz"  
      href="https://api.bloomlibrary.org/v1/opds?  
lang=haz&organizeby=language&key=rev79_app%40sil.org%3AkCaAH0BD2r&minimalnavlinks=true"  
      atMost="26" title="Hazaragi" opds:facetGroup="Languages"/>  
<link rel="http://opds-spec.org/facet" iso="acu"  
      href="https://api.bloomlibrary.org/v1/opds?  
lang=acu&organizeby=language&key=rev79_app%40sil.org%3AkCaAH0BD2r&minimalnavlinks=true"  
      atMost="1" title="Achuar-Shiwiar" opds:facetGroup="Languages"/>  
<link rel="http://opds-spec.org/facet" iso="fub"  
      href="https://api.bloomlibrary.org/v1/opds?  
lang=fub&organizeby=language&key=rev79_app%40sil.org%3AkCaAH0BD2r&minimalnavlinks=true"  
      atMost="7" title="Fulfulde (Adamawa)" opds:facetGroup="Languages"/>  
etc...
```

Important OPDS/catalog/link attributes

iso: Actually a bcp47. That is, normally this is iso-6393 code, unless it has been augmented with script or regional variant information.

atMost : Use this if you just want to know if we have books in a language. This is the total number of books we have, but not all of them will necessarily be in circulation, or available in your country. In other words, this query doesn't take the time to go and get an accurate count.

Books of a language

To get a list of books in a language, use a URL like this:

[https://api.bloomlibrary.org/v1/opds?&minimalnavlinks=true&\[key=YOURACCOUNT:YOURKEY\]\(https://api.bloomlibrary.org/v1/opds?&key=rev79_app@sil.org:kCaAH0BD2r&minimalnavlinks=true&lang=hi\)&lang=LANGUAGE](https://api.bloomlibrary.org/v1/opds?&minimalnavlinks=true&[key=YOURACCOUNT:YOURKEY](https://api.bloomlibrary.org/v1/opds?&key=rev79_app@sil.org:kCaAH0BD2r&minimalnavlinks=true&lang=hi)&lang=LANGUAGE)

This will return a result like this:

```
<updated>2022-08-17T18:00:33.564Z</updated>
<dcterms:rights>Copyright © 2019,</dcterms:rights>
<dcterms:license>cc-by-nc-nd</dcterms:license>
<dcterms:language>nod</dcterms:language>
<link rel="http://opds-spec.org/image" href="https://api.bloomlibrary.org/v1/fs/harvest/lweHdAjFbg/image/png" type="image/png" title="Image" />
<link rel="http://opds-spec.org/acquisition/open-access" href="https://api.bloomlibrary.org/v1/fs/harvest/lweHdAjFbg/epub" type="application/epub+zip" title="ePUB" />
<link rel="http://opds-spec.org/acquisition/open-access" href="https://api.bloomlibrary.org/v1/fs/upload/lweHdAjFbg/pdf" type="application/pdf" title="PDF" />
<link rel="http://opds-spec.org/acquisition/open-access" href="https://api.bloomlibrary.org/v1/fs/harvest/lweHdAjFbg/bloompub" type="application/bloompub+zip" title="bloomPUB" />
<link rel="http://opds-spec.org/acquisition/open-access" href="https://api.bloomlibrary.org/v1/fs/harvest/lweHdAjFbg/bloomEPUB" type="application/bloomEPUB+zip" title="bloomEPUB" />
<link rel="http://opds-spec.org/acquisition/open-access" href="https://api.bloomlibrary.org/v1/fs/harvest/lweHdAjFbg/bloomPDF" type="application/bloomPDF+zip" title="bloomPDF" />
</entry>
</feed>
```

Notice that these book entries provide:

- link to a thumbnail
 - link to the [BloomLibrary.org](#) page for the book
 - link to read the book online

Also, depending on the book, it may provide:

- link to a pdf
 - link to an ePUB
 - link to a bloomPUB

Notes on Publish as Audio or Video

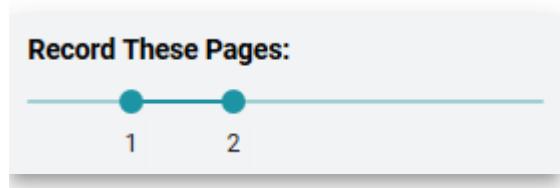
NOTE

The following are known problems and limitations in this feature.

Known Bug: Sign Language video may be skipped in videos that are only a portion of the book

When you record an entire SL book, and then playback the recording, all is well.

But if you select a portion of the book:



and if the first page you specify contains a sign language video, then that sign language video won't be included in the final video recording of the book.

Issue: [BL-11248](#)

Limitation: Bloom does not currently playback any audio from embedded videos

Currently, Bloom only supports videos that are silent, i.e. for Sign Language. But some SL videos contain dubbed audio narration, e.g. [this book](#). When recording such books in Publish to Video, the audio is lost.

Issue: [BL-11249](#)

Notes on “Publish as ePUB”



Fixed vs. Flowable ePUBs

Starting with Bloom 5.4, you have the option of publishing ePUBs in either **Fixed layout** mode or **Flowable** mode.

Fixed Layout ePUBs work with fully compatible e-readers (ePUB 3 standard) to display the book exactly like it is shown in Bloom. Fixed mode ePUB is an attractive option for landscape books and it is the only option for Bloom books containing image overlays like speech bubbles and captions. Unfortunately, many e-readers do a very poor job of presenting landscape books. In addition, Fixed mode ePUBs do not handle scrolling text boxes, so all your text must fit on the page.

Flowable ePUBs allow e-readers to lay out images and text however they want. This mode also enables users to adjust the size of the text in the app or user system font settings.



Note that for dependable What You See Is What You Get digital Bloom books, we recommend readers that handle our **bloomPUB** format. Currently, these are: [Bloom Reader](#), [BloomPUB Viewer](#), and apps created with [Reading App Builder](#). These readers also supply analytics back to [BloomLibrary.org](#) so that you can see how your books are doing.

There are many ePUB readers available for Windows, Android, iOS and Linux, but these readers vary in their ability to comply with the ePUB3 standard. As a result, you cannot depend on them to faithfully display the contents of a Bloom book, play sign language videos, or to play audio of Bloom Talking Books.

In the following two charts, we present some notes on our testing with various readers, first for **Fixed** mode ePUBs, and secondly, for **Flowable** mode ePUBs.

Performance of various ePUB readers for Bloom Fixed-mode ePUBs

	Talking Book Audio	Talking Book Text Highlighting	Image Descriptions (audio)	Landscape Layout	Sign Language
eKitabu Windows version	✓	No	✓	✓	✓
eKitabu Android v5.4.1	✓	No	✓	(1)	(1)
Lis-a Android version Feb 25, 2022	✓	✓	✓	(2)	(2)
Google Play Books Sept 2022	No	No	No	No	No
Apple Books Sept 2022	No	No	No	✓	✓
Dolphin EasyReader (Android version)	(4)	(5)	No	No	No
Thorium Reader (Windows)	No	No	No	✓	✓
<u>Simply Reading</u> (Android)	✓	No	✓	(1)	(1)

1. Various app controls (e.g. menu bar, media bar) obscure significant portions of Fixed mode ePUBs, making them unusable.
2. Text on right-side of screen is frequently slightly clipped.
3. The positioning of text inside speech bubbles and captions is inaccurate, sometimes badly.
4. Frequent audio clipping.
5. Text highlighting is erratic and unreliable.

Performance of various ePUB readers for Bloom Flowable-mode ePUBs

	Talking Book Audio	Talking Book Text Highlighting	Image Descriptions (audio)	Landscape to Portrait Rendering	Sign Language
eKitabu Windows version	✓	✓	✓	(2)	✓
eKitabu Android v5.4.1	No	No	No	(2)	✓
Lis-a Android version Feb 25, 2022	✓	✓	✓	(2)	✓
Google Play Books Sept 2022	No	No	No	(3)	No
Apple Books Sept 2022	No	No	No	(2)	✓

	Talking Book Audio	Talking Book Text Highlighting	Image Descriptions (audio)	Landscape to Portrait Rendering	Sign Language
Dolphin EasyReader (Android version)	(1)	Unreliable	(1)	✓	No
Thorium Reader (Windows)	✓	✓	✓	(2)	✓
<u>Simply Reading</u> (Android)	✓	✓	✓	(2)	✓

1. Frequent audio clipping.
2. Top or bottom positioned text blocks (in Bloom Edit) will display nicely, but right-side text blocks (in Bloom Edit) may have reduced margins.
3. Text which should wrap is often simply cut off.

CAUTION

For books produced by Bloom 5.4: if you make a Talking Book out of an Overlay (comic) book, ePUB readers will read bubbles in the order you created them. That won't always be the correct order! We have an idea of how to improve things for Bloom 5.5.

Introduction of the problem

Bloom works great with the antivirus program that is built into Windows, which is called “Windows Defender”. Most people don’t need or want anything more than that.

However, some people choose to add a second antivirus program. These programs often wrongly say that Bloom is a problem. Bloom has a small audience, so these programs don’t recognize it. They assume the worst and start interfering with it. For example, you might see:

If your antivirus program is complaining about Bloom, do not write to us about it — there is nothing we can do. Instead, if you trust Bloom, you can tell your program that Bloom is OK. This is sometimes called “whitelisting”.

In this article, we will show you how to do this in a couple of different programs.

General Instructions for Whitelisting Bloom

When you install Bloom, it adds a special folder to your computer. The path to this folder will be:

```
C:\Users\YOUR USER NAME\AppData\Local\Bloom
```

Every antivirus or antimalware program provides a way for you to tell it that **Bloom** is safe. You do this by telling your antivirus or antimalware program that this Bloom *folder* is safe.

For some programs, you will add the Bloom folder to a list of “allowed” folders.

For other programs, you will add the Bloom folder to a list of “excluded” folders.

In either case, the result is that your program will no longer scan the Bloom folder looking for virus threats or Adware threats.

Each antivirus program will have its own method for doing this.

Malwarebytes

To begin, do the following three steps:

1. Click on the **gear icon** to go to program settings.
2. Click on the **Allow List** tab
3. Click the **Add** button

The screenshot shows the Malwarebytes Settings window. At the top, there are links for 'Activate license' and 'Buy now', and icons for user profile, notifications, settings, and help. Below this is a 'Settings' header with a close button. The 'Allow List' tab is highlighted with a blue underline and has the number '2' above it. Other tabs include General, Notifications, Security, Display, Account, and About. A message below the tabs says, 'If Malwarebytes blocks something you know is safe, add it here to skip it in future detections.' To the right is a blue circular button with the number '3' and an 'Add' button. A table below has columns for 'Name' and 'Type'. The table body is currently empty.

Next, choose “Allow a file or folder”:

The screenshot shows the 'Add an item to your Allow List' dialog box. It contains four options: 'Allow a file or folder' (with a blue folder icon), 'Allow a website' (with a globe icon), 'Allow an application to connect to the Internet' (with a green checkmark icon over a stack of app icons), and 'Allow a previously detected exploit (Advanced)' (with a clock icon). A red arrow points to the 'Allow a file or folder' option. The background of the dialog box is light gray.

Next, choose “Select a folder” and navigate to the Bloom folder under \AppData\Local.

Click Done.

Add a file or folder to your Allow List X

If you add a folder to your Allow List, all the files and subfolders inside it will be added too.

Select a file or folder

C:\Users\████████\AppData\Local\Bloom

Select a file Select a folder 1

Exclusion rules

Exclude from all detections

Exclude from detection as malware or potentially unwanted item only

Exclude from detection as ransomware only

2

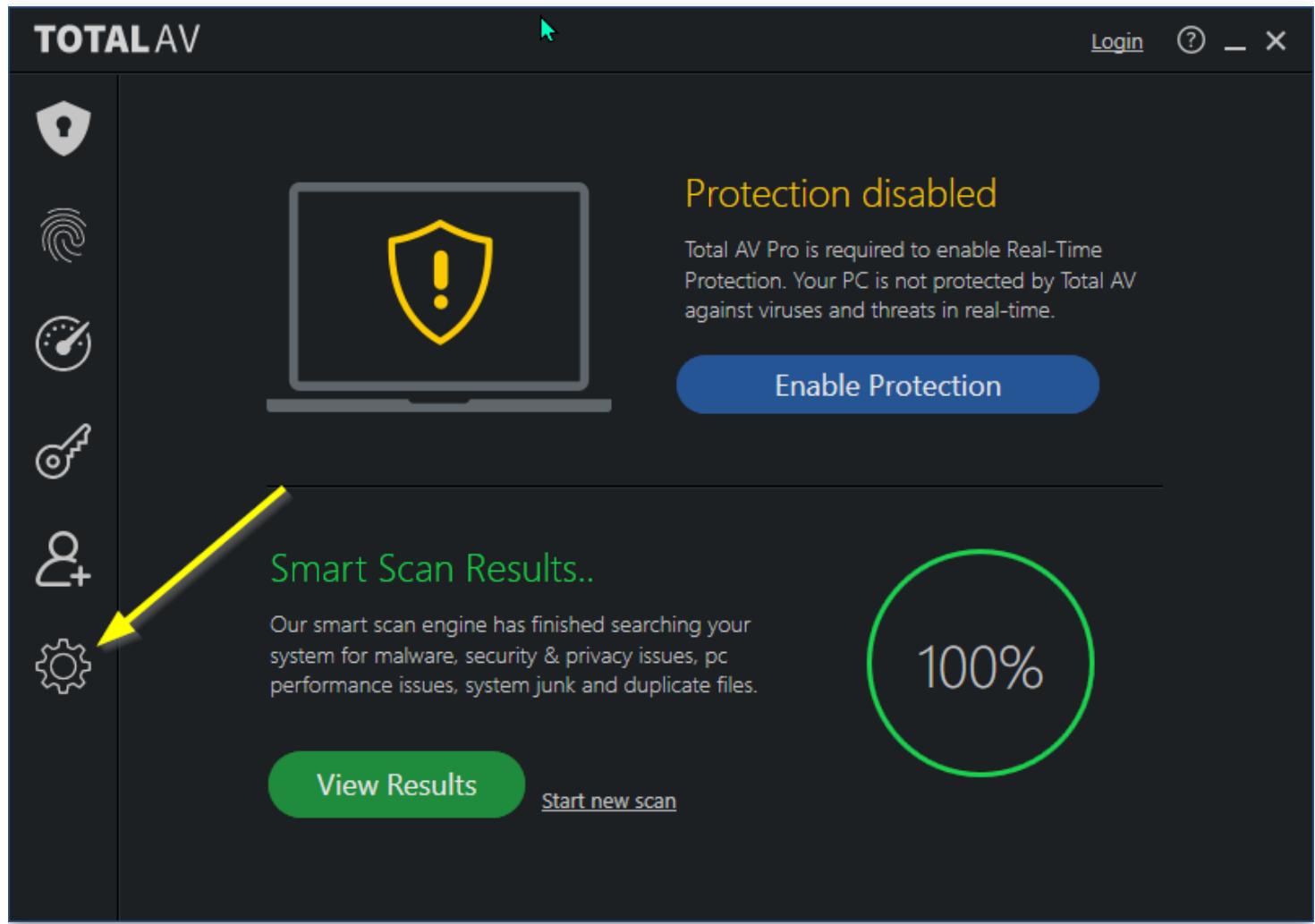
Cancel Back Done

If you also use Bloom Beta, then you will need to repeat the process to add the Bloom Beta folder as well.

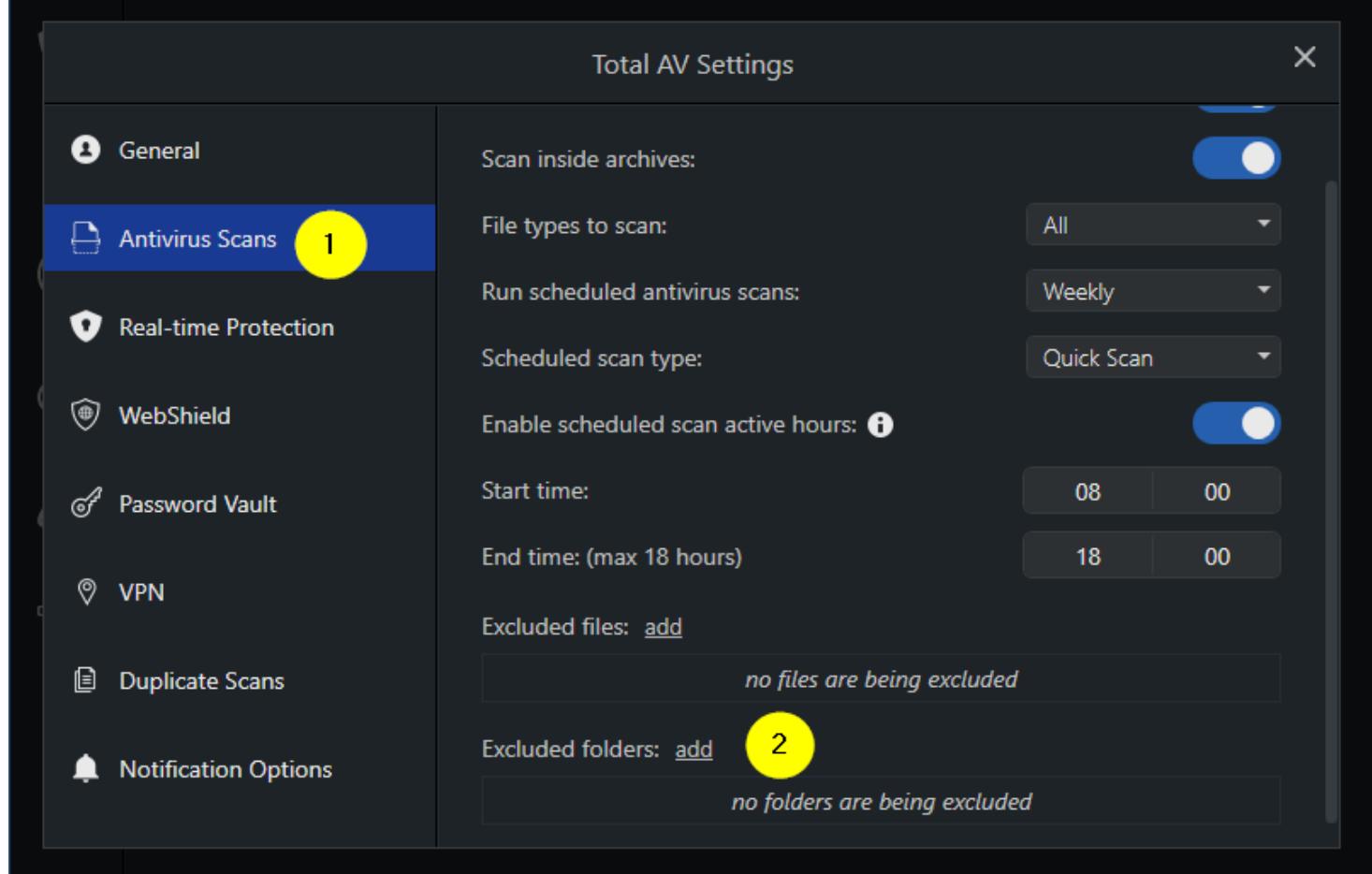
In the end, your **Allow List** should now look like this:

Total AV

To begin, click on the **gear icon** to go to program settings:

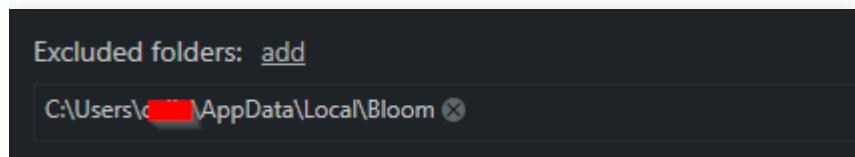


Next, in the (1) Antivirus Scans tab, click to (2) add an Excluded folder:



Navigate to the Bloom folder under \AppData\Local\ and click Select Folder.

The Excluded folder list will now have Bloom:



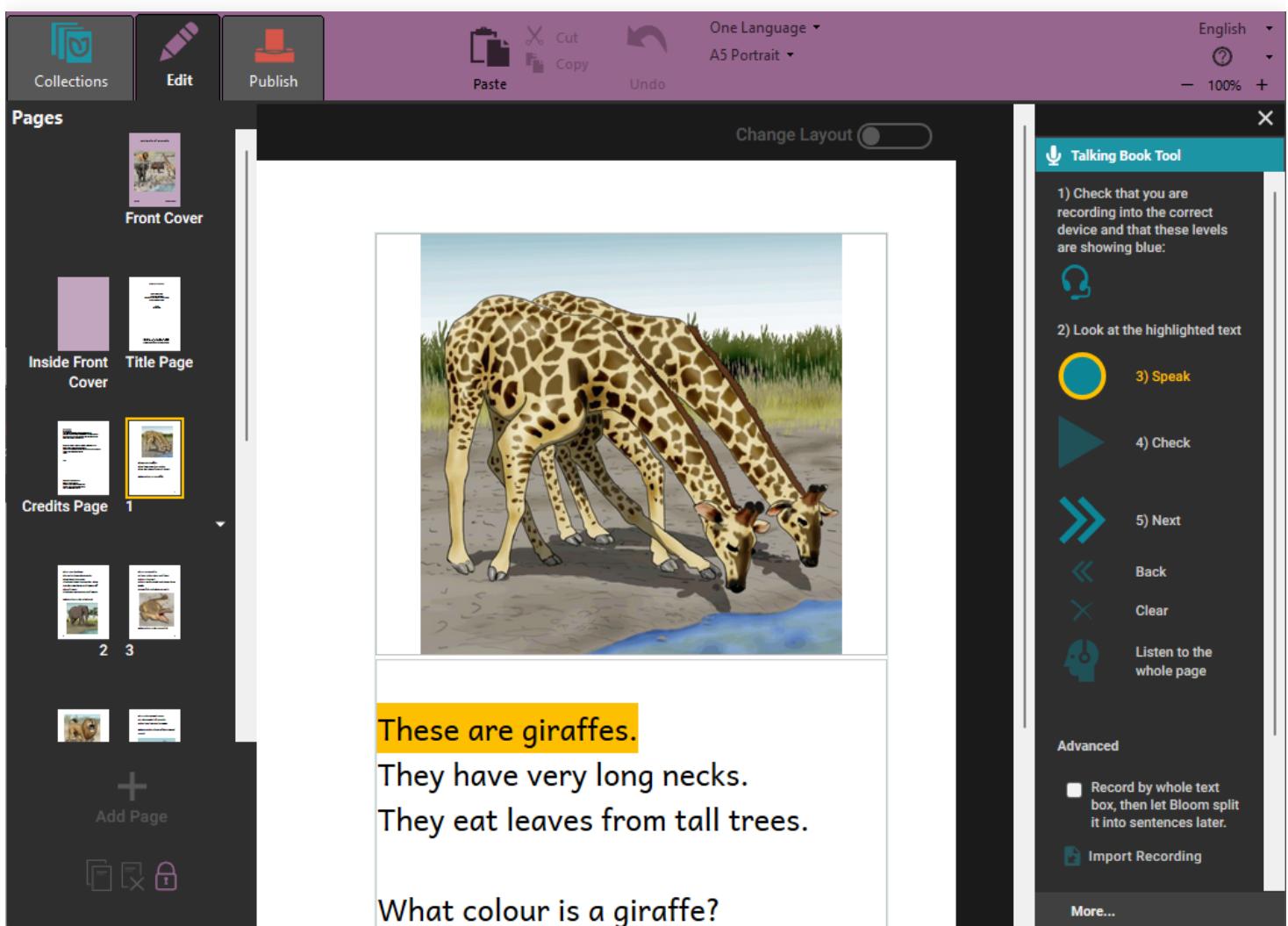
Installing aeneas

NOTE

This page describes how to install aeneas on a Windows computer for use with Bloom. **aeneas** is an additional, free software package which Bloom uses to divide recorded audio for a text box into sentence-sized chunks.

Recording audio by text box

Bloom has two methods for recording audio narration for a book: **by sentence** and **by text box**. Bloom's usual way of recording narrated audio is one sentence at a time. Bloom will highlight each sentence and allow you to record audio for that sentence.



However, if you record a whole text box at once, the recording usually sounds more natural. If there is more than one sentence in the text box, Bloom uses an extra software package called **aeneas** to split the recording into sentences.

To enable recording by text box, tick the check box that says **Record by whole text box, then let Bloom split it into sentences later**. Bloom will highlight the entire text box.

The screenshot shows the Bloom app interface. On the left, the 'Pages' sidebar lists various page types: Front Cover, Inside Front Cover, Title Page, Credits Page, and three additional pages numbered 1, 2, and 3. The main workspace contains a giraffe illustration and a yellow text box with the following text:
These are giraffes.
They have very long necks.
They eat leaves from tall trees.
What colour is a giraffe?
An orange arrow points from the text box towards the right side of the screen, where the 'Talking Book Tool' sidebar is located. This sidebar includes steps for recording, highlighting text, speaking, checking, splitting, navigating, and listening to the whole page. At the bottom of the sidebar, there is an 'Advanced' section with a checked checkbox labeled 'Record by whole text box, then let Bloom split it into sentences later.'

If you do not have the aeneas software package installed on your computer, Bloom will display a warning in the lower portion of the Talking Book tool controls, saying **To split recordings into sentences, first install the aeneas system.**

The screenshot shows a digital book creation interface. At the top, there's a toolbar with icons for Collections, Edit, Publish, Paste, Cut, Copy, Undo, One Language (A5 Portrait), and a language dropdown set to English. On the left, a sidebar titled 'Pages' lists various pages: Front Cover, Inside Front Cover, Title Page, Credits Page, and two numbered pages (2 and 3). The main area displays a giraffe-themed page with a large image of two giraffes at the top. Below the image is a yellow box containing the text: "These are giraffes. They have very long necks. They eat leaves from tall trees." Underneath this, another yellow box contains the question: "What colour is a giraffe?" On the right side, a 'Talking Book Tool' panel is open, listing numbered steps with icons: 1) Check (headphones), 2) Look at the highlighted text (triangle), 3) Speak (circle), 4) Check (triangle), 5) Split (bar chart), 6) Next (double arrow), Back (left arrow), Clear (X), and Listen to the whole page (brain). A red warning box at the bottom of the panel says: "To split recordings into sentences, first install this aeneas system. it into sentences later." There's also a 'More...' button.

How to install aeneas

1. Click the link under “aeneas” in the Talking Book Tool’s warning box, or navigate to this webpage to download the [aeneas](https://github.com/sillsdev/aeneas-installer/releases/tag/v1.7.3) software: <https://github.com/sillsdev/aeneas-installer/releases/tag/v1.7.3>
1. Click the **aeneas-windows-setup-1.7.3.exe** link to download the software.

aeneas tools v1.7.3 (Mac and Windows)

danielbair released this Mar 22, 2018 · 49 commits to master since this release · v1.7.3 · 2979bb1

NOTE: Use *this* version if you will be using it with Bloom.

This installer Includes:

- eSpeak 1.48.04
- FFmpeg 3.2.4
- Python 2.7.13
- BeautifulSoup4 4.5.1
- lxml 3.6.0
- numpy 1.11.2
- aeneas 1.7.3

- aeneas.cew is compiled and working
- now both installers are code-signed
- tested on MS Windows 7 and up
- tested on Mac OS X 10.7 and up

Assets 4

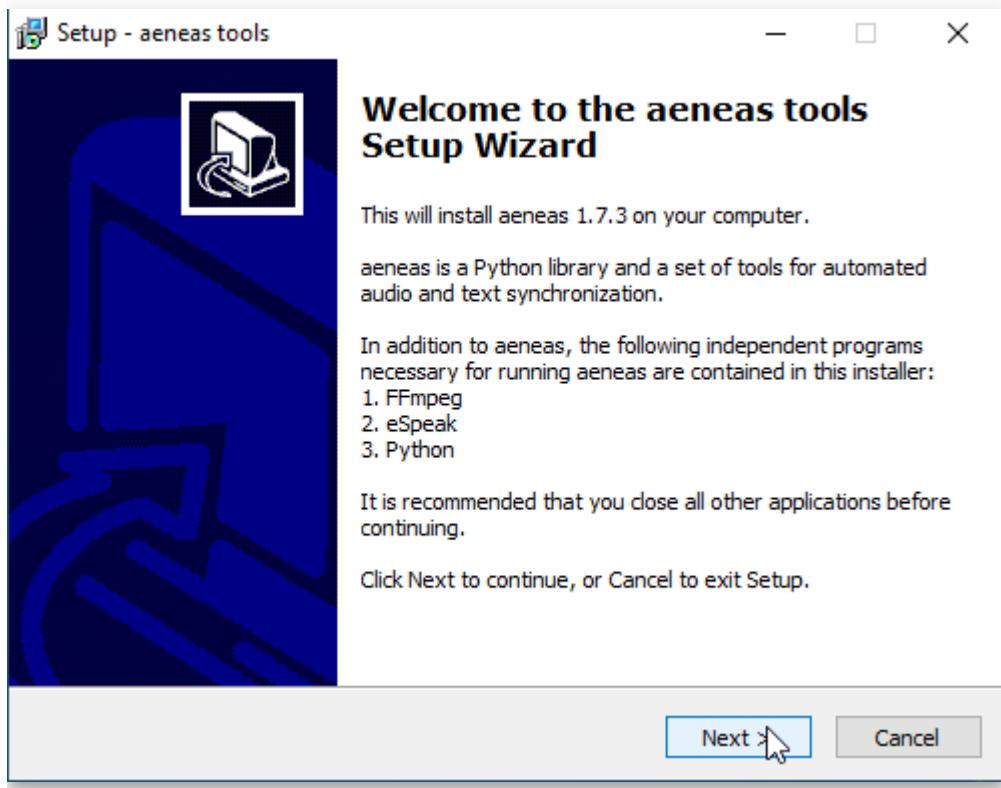
aeneas-mac-setup-1.7.3.dmg	69.6 MB	Apr 18, 2018
aeneas-windows-setup-1.7.3.exe	66.9 MB	Mar 22, 2018
Source code (zip)		Mar 22, 2018
Source code (tar.gz)		Mar 22, 2018

1. Find the downloaded **aeneas-windows-setup-1.7.3.exe** installer program (probably in the **Downloads** folder) and double-click it to launch the software installer. Windows will show you a User Account Control window, asking whether you want to allow the app to make changes to your device. Click **Yes**.

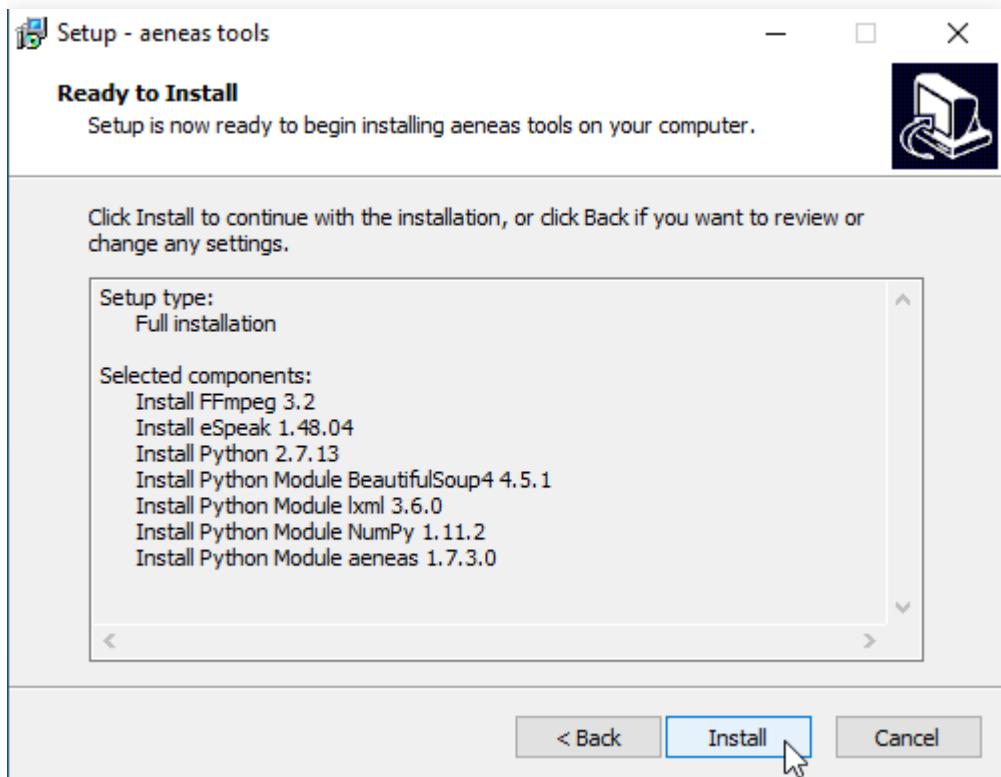
The aeneas tools setup wizard will start.



1. Click **Next** to follow the steps of the setup wizard. **Do not make any changes to the default installation settings unless you are sure what you are doing.**

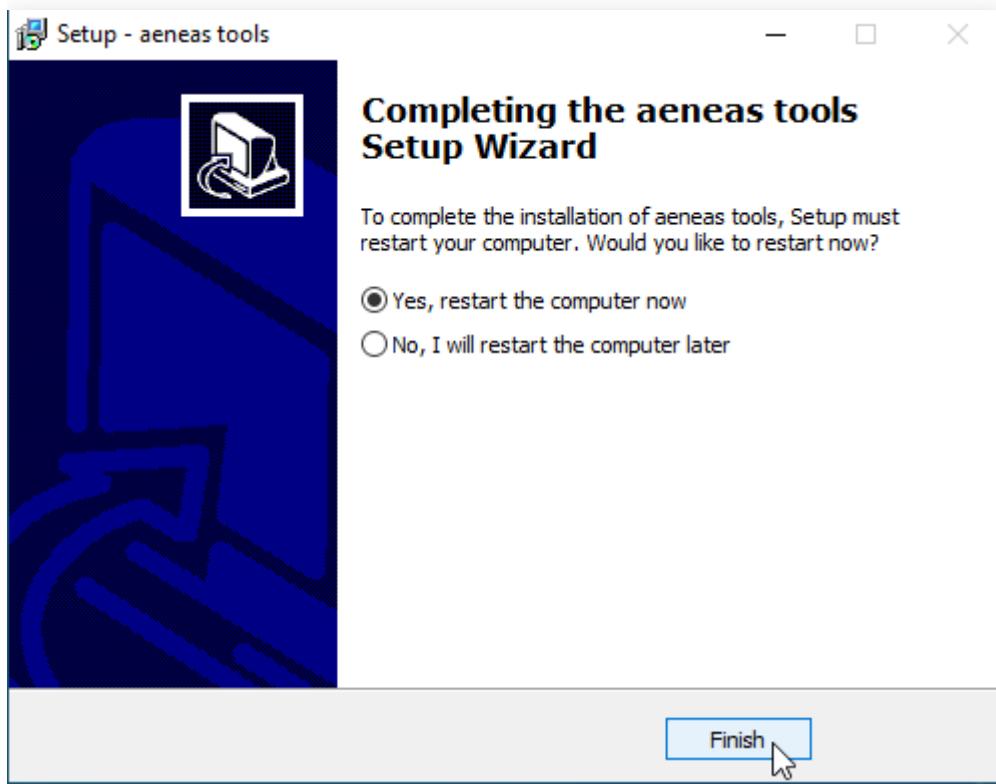


1. When you reach the “Ready to Install” screen, click **Install**. You will see a number of installation status screens, including some in the Windows command line.



```
C:\WINDOWS\system32\cmd.exe
[INFO] aeneas      OK
[INFO] ffprobe     OK
[INFO] ffmpeg      OK
[INFO] espeak       OK
[INFO] aeneas.tools OK
[INFO] shell_encoding OK
[INFO] aeneas.cdtw   AVAILABLE
[INFO] aeneas.cmfcc  AVAILABLE
[INFO] aeneas.cew    AVAILABLE
[INFO] All required dependencies are met and all available Python C extensions are working
[INFO] Enjoy running aeneas!
```

Eventually, you will see a “Completing the aeneas tools Setup Wizard” screen.



1. Restart your computer.

Now you can record an entire text box in Bloom, and let Bloom automatically split the recording into sentences.

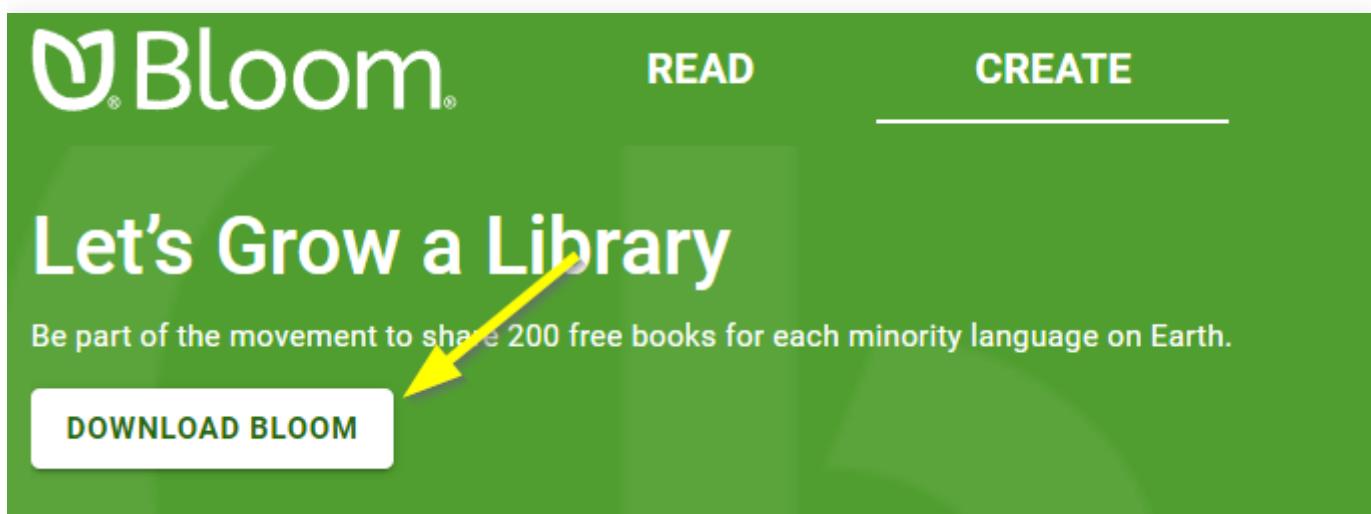
Installing BloomPub Viewer

These days — for very good safety reasons — Windows makes it difficult to install programs that are not widely used. The BloomPUB Viewer is one such program. In this article, we will give steps to overcome the difficulties associated with installing BloomPUB Viewer.

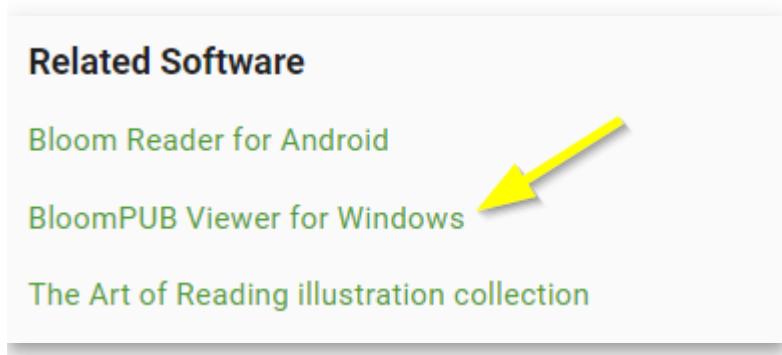
We will show you how to:

- Bypass the caution message on Chrome when downloading the BloomPUB Viewer.
- Bypass the caution message on Windows Defender.

Step 1: On the CREATE tab of Bloom Library, click DOWNLOAD BLOOM

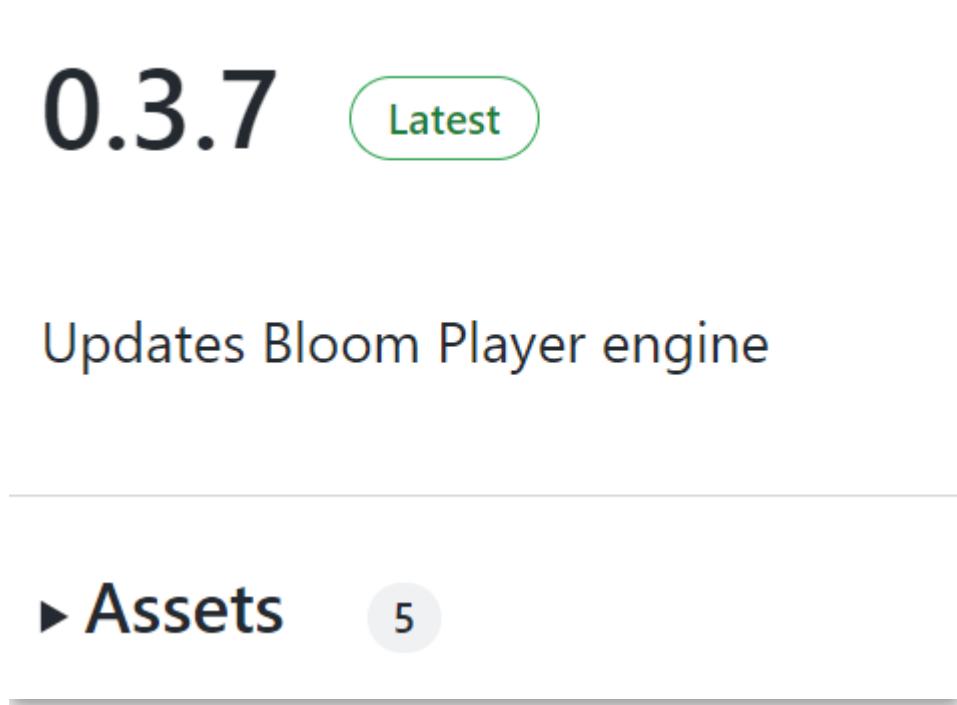


Step 2: Click the link for “BloomPUB Viewer for Windows” under “Related Software”



Your browser will open up a webpage on github.com. This page contains links to *all* versions of the BloomPUB Viewer program (current and previous versions).

Typically, you will want to install the *latest* version. The latest version will always be listed at the top of the page. It will be marked “Latest”:



Step 3: Click the arrow beside “Assets”

To access the link to the actual installer program, click on the arrow ► beside “Assets” to reveal all of the files.

The arrow will change from ► to ▼.

Step 4: Click on the very first setup file in the list

0.3.7

Latest

Updates Bloom Player engine

▼ Assets 5

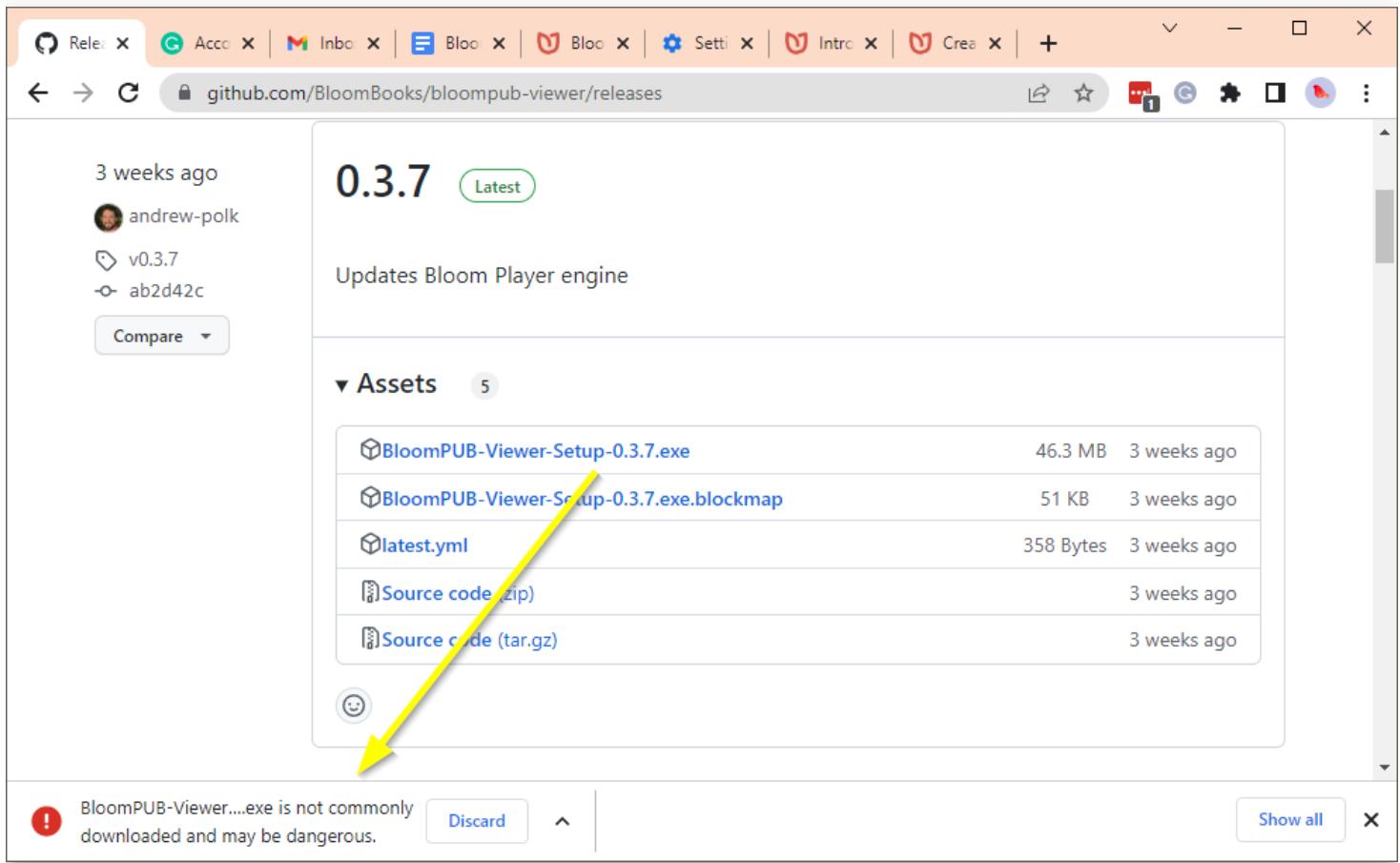
 BloomPUB-Viewer-Setup-0.3.7.exe	46.3 MB	3 weeks ago
 BloomPUB-Viewer-Setup-0.3.7.exe.blockmap	51 KB	3 weeks ago
 latest.yml	358 Bytes	3 weeks ago
 Source code (zip)		3 weeks ago
 Source code (tar.gz)		3 weeks ago



⚠ CAUTION

Your browser may now present a File Explorer dialogue so you can Save the program to any location you wish, or your browser may automatically begin to download the program.

After the program has finished downloading, typically, it will show up at the bottom of your screen like this:

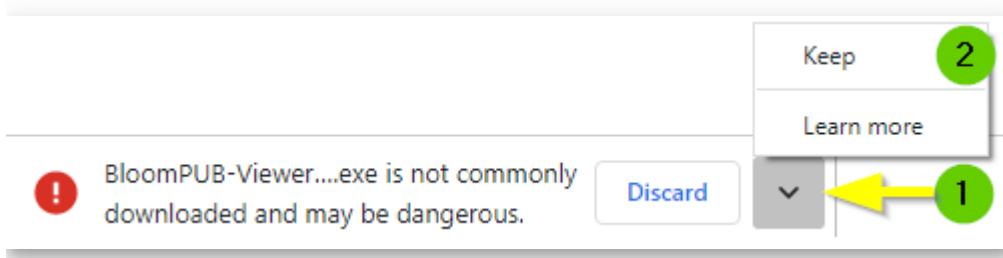


In the picture above, the red ! mark is indicating that the installer program for BloomPUB Viewer is potentially dangerous. Remember, this is only because BloomPUB Viewer is not used by many people. The program is safe.

Step 5: Click the arrow beside the “Discard” button and then click “Keep”

If your browser marked the BloomPUB Viewer installer as potentially dangerous, the default action your browser will suggest is to *discard* the installer. But since we know BloomPUB Viewer is a safe program, we need to override this default action and instead *keep* the downloaded file.

To do so, click on the arrow beside the “Discard” button, and choose “Keep”:



Now, the downloaded program will now no longer show the red ! mark:

 **TIP**

In the above examples, we are using the web browser **Chrome**. Be aware that other web browsers (e.g. Edge, Firefox) will have slightly different ways of unblocking potentially dangerous installer programs.

Step 6: Click on the downloaded program

Click on the downloaded program to install it.

At this point, Windows Defender will probably halt the installation and will present a screen to alert you to a potentially dangerous program.

By default, this screen offers only one button: “Don’t run”.

 **CAUTION**

Remember, if you download some other program which you are not 100% sure is a safe program, then always click on the “Don’t run” button.

Step 7: Click on “More info”

Since you know that “BloomPUB Viewer” is a safe program, you can click on “More info”:

×

Windows protected your PC

Microsoft Defender SmartScreen prevented an unrecognized app from starting. Running this app might put your PC at risk.

[More info](#)



Don't run

Step 8: Click on “Run anyway”

Windows Defender now shows an additional button, “Run anyway.”

Click on this.

X

Windows protected your PC

Microsoft Defender SmartScreen prevented an unrecognized app from starting. Running this app might put your PC at risk.

App: BloomPUB-Viewer-Setup-0.3.7.exe

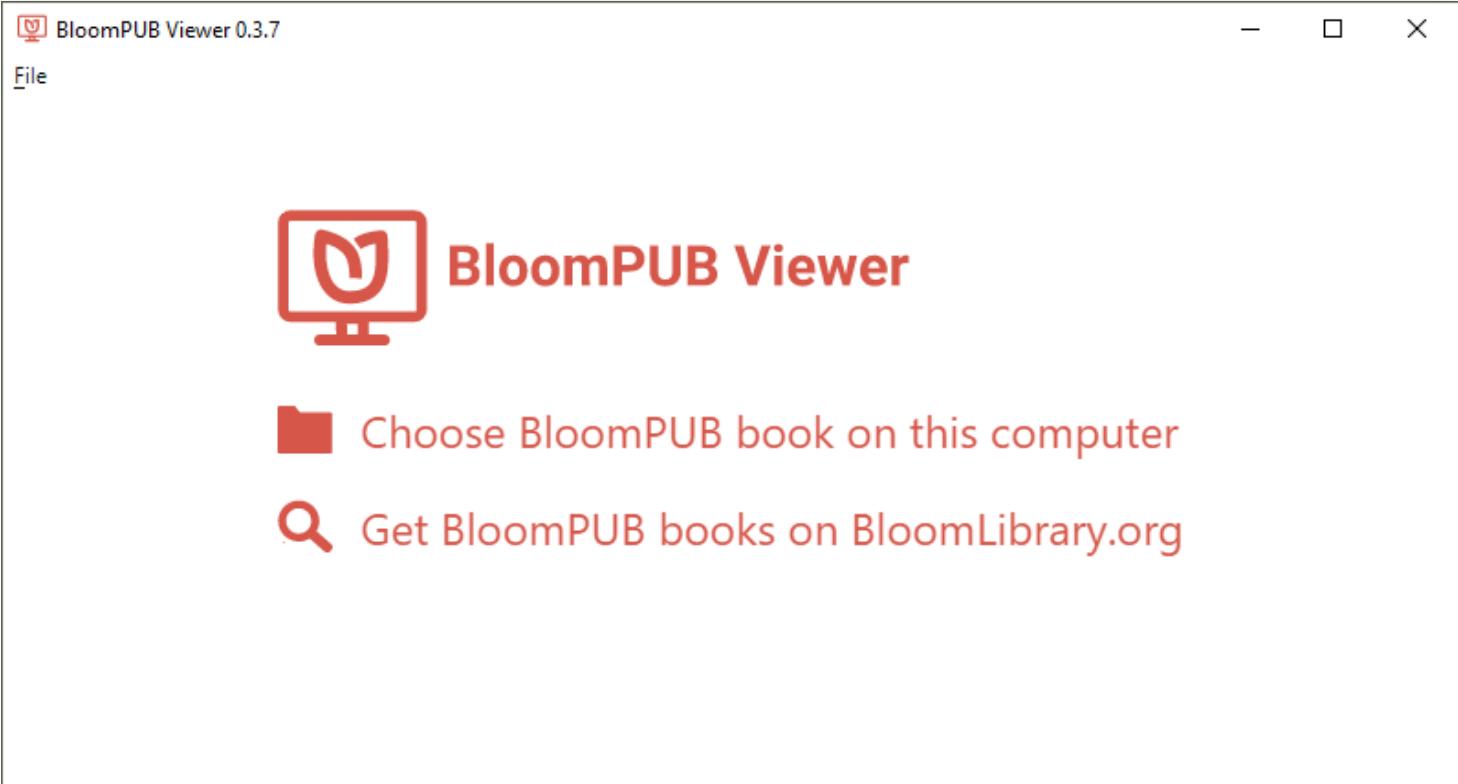
Publisher: Unknown publisher



Run anyway

Don't run

The program will now install and launch:



Share a BloomPUB via Wi-Fi (Firewall Permissions)

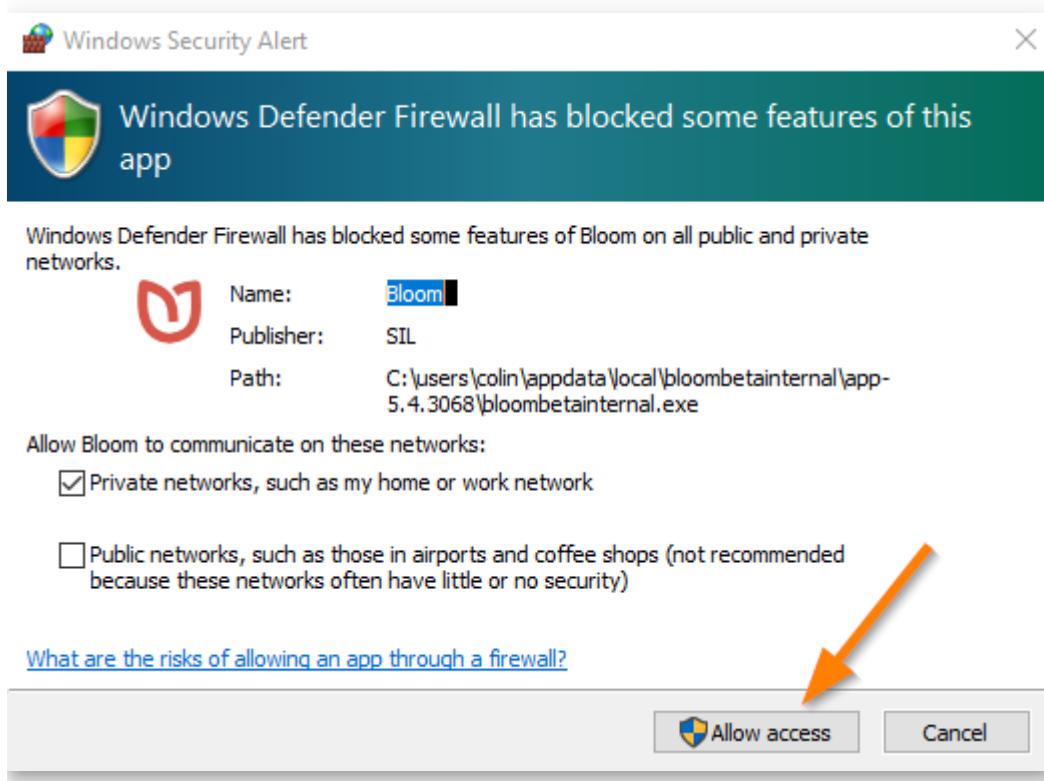
In Bloom, when you Publish your book to BloomPUB, there are three available publishing options:

- **Share over Wi-Fi** to a device
- **Save BloomPUB File** to your computer
- **Send over USB Cable** to a device

The first option allows you to share your BloomPUB to an Android device which has Bloom Reader installed on it.

When you do this action for the very first time, the “Firewall” on your computer will initially block the action.

For example, Windows Defender Firewall will show the following alert:



To allow Bloom to share books over Wi-Fi to devices (phones or tablets), you need to click the “Allow access” button.

You will need to do this once for each new version of Bloom you install.

How to Embed a single book from Bloom Library In Your Website

It is possible to embed an interactive book directly on your website, if your website supports “iframes”.

```
<iframe
  src="https://embed.bloomlibrary.org/bloom-player/bloomplayer.htm?url=URL-
TO-THE-BOOK"
  title="my book"
  height="500px"
  width="100%"
  allow="fullscreen"
  allowFullScreen={true}
/>
```

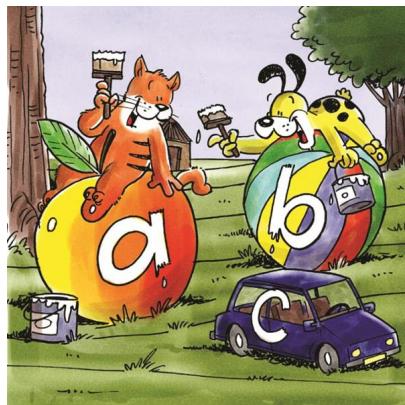
For example, if we use

```
<iframe
  src="https://embed.bloomlibrary.org/bloom-player/bloomplayer.htm?url=
[https://bloomlibrary.org/player/Da5Scm1XBK]
[https://bloomlibrary.org/player/rFnCBRPsDs]"
  width="100%" height="450px" allow="fullscreen" allowFullScreen={true}
/>
```

then we get

01a - Cat and Dog: Alphabet

01a - Pusi na Dok: Ol Leta



v1.0

English

Prim

ⓘ NOTE

If you want the book to take up the full height, set `height` to `100vh`.

⚠ CAUTION

It does cost us something to “deliver” books in this way. We don’t expect this will be a problem, but if in the future we had books that became expensive to serve this way, we might limit access to the service.

How to Disable Display Scaling

When publishing your Bloom book to video, if the display settings of your monitor have “scaling” applied, then Bloom will give a warning and will disable the RECORD button.

To disable the scaling for your monitor, click the link “[Open Display Settings](#)”.

! *Disable Display Scaling*

Please change your display scaling to 100% while making videos. [Open Display Settings](#)

 RECORD



Now, scroll down until you see “Scale and layout”. There you will find a percentage % set to something greater than 100%.

Click the down-arrow:

Scale and layout

Some apps won’t respond to scaling changes until you close and reopen them.

Change the size of text, apps, and other items

125%

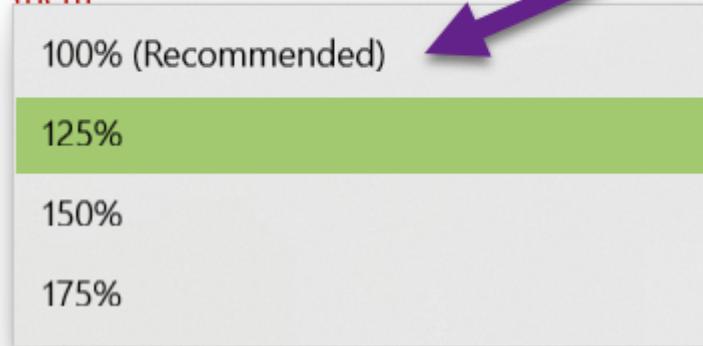
▼



Click on 100%:

Scale and layout

Some apps won't respond to scaling changes until you close and reopen them



Your scaling is now set to 100%. This is the same as saying that scaling has been disabled.

For Bloom to recognize that your scaling has changed, you need to exit the Publish tab, then return to Publish.

The RECORD button will now be enabled. Click the RECORD button to begin your recording:

2 Make Recording

This will open a window and play the selected pages. Bloom will record it to match the "Format" option in the upper right of this screen. Don't disturb this window while the recording is in progress!

 RECORD

A purple arrow points from the text above to the RECORD button.

PDF Downloads

[PDF of English Docs in A4](#)