



Apple Books Features and Navigation

If you're viewing the book in Apple Books, there are a number of different features that you can use, including highlighting text, taking notes, and creating bookmarks.

Here's how you can use those features.

Highlighting, Taking Notes, and creating Bookmarks

Highlighting

1. Select the text you'd like to highlight
2. A menu will appear near the selected text
3. Choose the highlight color or underline

Note-taking

1. Select the text you'd like to make notes about
2. A menu will appear near the selected text
3. Click "Add Note"
4. Enter your notes in the box that appears
5. Click save

Bookmarking

NOTE: Bookmarks only mark the beginning of the page; you can't add a bookmark to the middle of the page.

On the page you'd like to book mark, click the bookmark icon in the upper right corner of the page. To see a list of your bookmarks, click the down arrow near the bookmark icon.

Retrieving Notes and Highlights

Click the Notebook icon on the top navigation bar to view all your notes and highlights.

Settings

You can customize the display settings by clicking the double-A button on the top navigation bar.

From this menu you can change:

- The font size by either clicking the larger or small "A".
- The color scheme by selecting one of the color circles.
- The font by choosing one of the listed fonts.

NOTE: On iOS versions of Apple Books, you can also turn scrolling on or off in this menu. LOMA recommends turning it on as some content may not be visible on smaller screens if scrolling is turned off.



Navigation

On a desktop device, click the left or right arrow to move to a different page. On mobile devices LOMA recommends that you turn on the scrolling feature to avoid content not being displayed on the bottom of small screens. Simply scroll through the content.

Click the Table of Contents (TOC) icon at the top left of the window to see the TOC. Click the arrow at the left of each chapter to see subsections within the chapter.

Use the Search button in the top navigation to search the book for specific terms and concepts.