

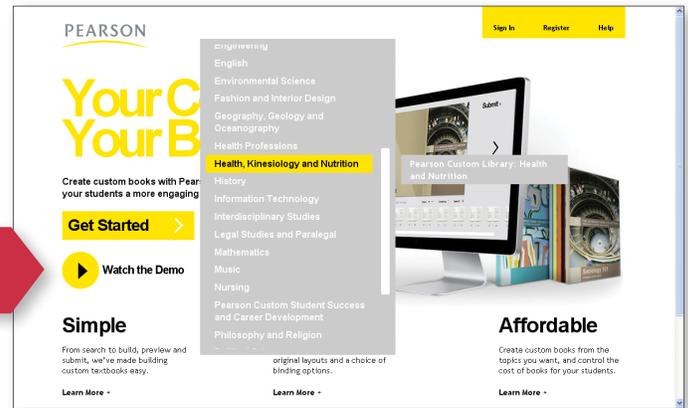
# GUIDE TO BUILDING A BOOK ONLINE

www.pearsoncustomlibrary.com

## Getting Started

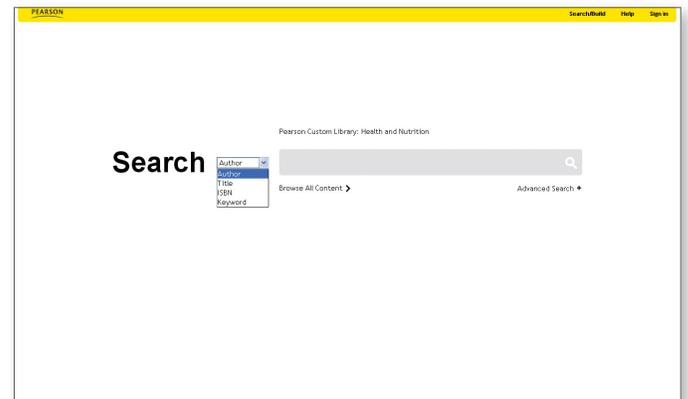
In order to begin building your custom book, you will need to find the Pearson Custom Library program that works for you. Click Get Started and scroll up and down the list of disciplines. Once you find the one that pertains to you, click it, and then click the program to begin Searching and Building.

Watch a brief video about using the site.



## Searching the Program

Once you've selected your program, you can then Search for content in a number of easy ways: by Author, Title, ISBN or Keyword. Once you've found the content that you'd like to use, you must Sign in or Register before you can Preview or add content to your custom book.



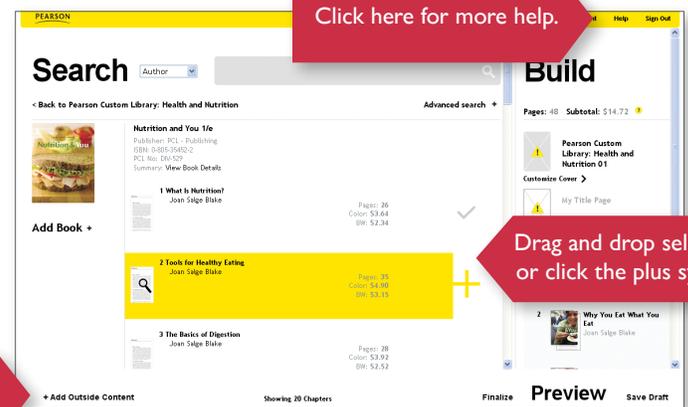
## Building Your Book

You can add content by clicking and dragging the selection to the Build panel, or you can highlight the selection and click the + symbol next to it. You also have the ability to upload your own content to your book.

Click here for more help.

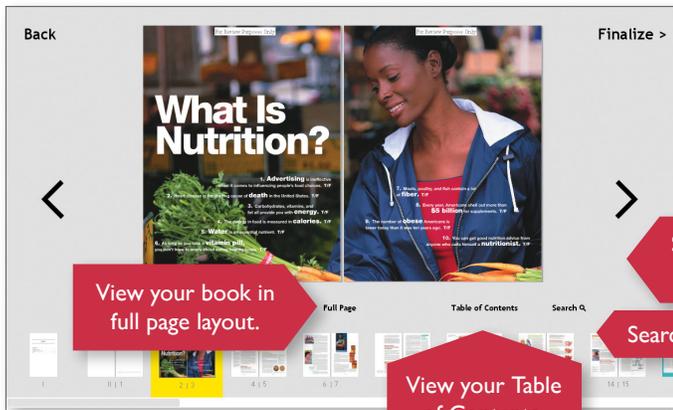
Click here to add your own material.

Drag and drop selection, or click the plus symbol.



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View your book in full page layout.

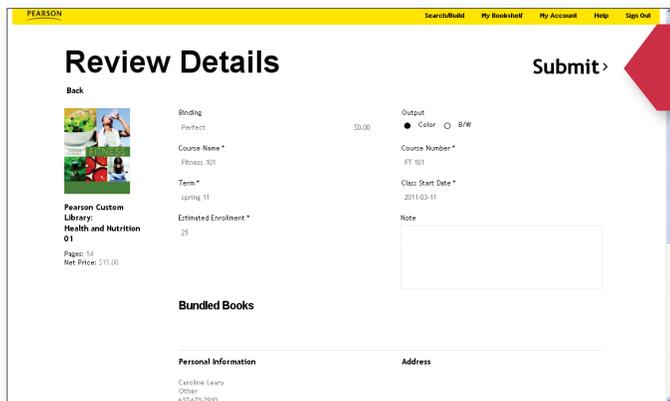
Scroll through your book using arrows or the horizontal scroll bar at the bottom.

Search by keyword within your book.

View your Table of Contents.

## Previewing Your Book

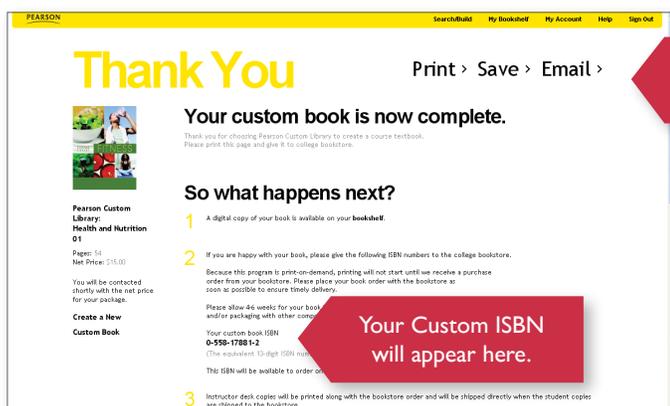
At any point in the building process you can Preview your entire book by clicking 'Preview' in the Build Panel. You will see all of your selections, outside material, TOC and complete Index in this read-only Preview. Your completed book can also be previewed on your bookshelf.



Click Submit to generate your ISBN.

## Finalize Your Book

Once you've selected and ordered the content of your choice, now you can finalize the remaining details of your book, such as Binding-type and other basic details about your course. You can also indicate how many desk copies you need, as well as where you would like them sent when they ship with the bookstore's order.



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Your Custom ISBN will appear here.

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