① Start Your Book

Go to **https://onlinepublishing.studentreasures.com/**

- Login using the username and password provided by your teacher.

Login

Username

Password

☐ Remember me

➡ Submit   Forgot Password?

② Design Your Book Pages

After you log in you will see the desktop screen. All of your book pages will appear on this screen.

- If you are working on your own book all of your book pages will appear. If you are working on part of your classbook you will only see the pages that have been assigned to you.

To begin working on your pages, simply click on the page you want to start working on.

Scripsi

Welcome | Logout

desktop   my pages   my images   my messages

my pages

Project Name: **Untitled**
Book Type: **Classbook**
Status: **In Progress**

Days left: **24**

← Page 1   Page 2 →

More

③ Create Your Book Pages

Once you've selected a page to work on, your book will open in the bookmaker where you can add text, photos and clipart.

- ⦿ Use the guide on the following pages to learn how to add text and images to your book pages.

As you are working on your project make sure that you click the [✓ Save] button to save your progress.

- ⦿ If you are working on your own book, you will need to add a title to your book before you'll be able to save your progress.

④ Save Your Pages For Publishing

Once your book pages are complete, click the [✓ Save] button in the toolbar at the top of the bookmaker.

After you've clicked save, your teacher will be able to review your pages and send them to be published.

Tips

Select the **member** tab to upload images you will be using for your book pages and then:

- Click **upload images** and select your images
- Select multiple images by holding down the **Ctrl** key while selecting images
- Accepted file types include: **JPG, JPEG, BMP, or PNG**

Add Uploaded Files
Click or drag the image onto the page from your library.

Add Clipart
Use the "**Clip Art**" tab at the top of the project library to browse.
Click or drag images to add them to your pages.

Rotate & Enlarge Images
Click on the image and drag the arrow in the bottom left corner to the desired rotation or size.

Use the Drawing tool
Click the [Draw] button located in the top toolbar. Select drawing options from the lefthand toolbar.

Rectangle	Line	Width: 5	Flip	Back Color	Fore Color

More
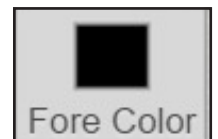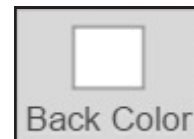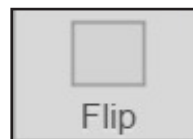
To add text to your page, click the [A Add Text] button in the toolbar at the top of the page. Click [✎ Edit] and begin typing in the text box.

Move a Text Box
Click to activate the text box, then click and hold to drag the text box into place.

Enlarge a Text Box
Click on the text box and drag one of the corners to the desired size.

Align Text in a Box
Click [✎ Edit] on a text box and click the [Text Align] button.

Delete an Image or Text Box
Click on the text box or image. Click the [🗑 Delete] button on the toolbar.

Format Your Text
Highlight text and click the desired tool on the side toolbar.

Copying and Pasting Your Text
Highlight the text you want to copy and press the 'CTRL' and 'C' buttons on your keyboard. To paste the text, place your cursor in the desired location and press the 'CTRL' and 'V' buttons on your keyboard.

| Font helvetica | Aa Size: 18 | ■ Text Color | B Bold | U Underline | I Italic |