



WILEY DIGITAL TEXTBOOKS

User Guide

CONTENT

1	System Requirements	3
2	Benefits of Digital Textbooks	4
3	How to Access Your Digital Textbooks	5
4	Bookshelf Offline Overview	9
5	Bookshelf Online Overview	16
6	VitalSource Technical Support	20
7	Tutorial Videos	20

ABOUT THIS USER GUIDE

- This user guide includes everything you need to know about the benefits of Wiley's Digital Textbooks (hosted on VitalSource Bridge Platform).
- Learn how to access and use the features of VitalSource Bookshelf to read the digital textbooks.

1 SYSTEM REQUIREMENTS

VitalSource Bookshelf

- Download your digital textbook to your personal computer and access them in the VitalSource Bookshelf. They are completely portable; use them whether you are connected to the Internet or not.
- Bookshelf is free for download and available for:
 - *Both Mac OS X and Windows operating systems*
 - *iPad, iPhone, and iPod touch*
 - *Android and Kindle Fire*

	Mac	PC	iOS	Android	Kindle Fire
Latest Version	7.0	7.1	3.9.2	3.8	3.8
Post Date	11/10/2016	1/10/2017	11/22/2016	10/7/2016	10/7/2016
File Size	30.0MB	92.8MB	66.8MB	24MB	23.8MB
System Requirements	<ul style="list-style-type: none">• Mac OS X 10.9 or later• Internet connection for registration and downloading of E-Textbook	<ul style="list-style-type: none">• Windows 7 SP1/8/8.1/10 (32/64 bit)• Microsoft .Net 4.5• DirectX 10 compatible graphics card• Microsoft Visual C++ 2015 Redistributable Update 3• Internet connection for registration and downloading of E-Textbook	<ul style="list-style-type: none">• iOS 9.0 and greater• Internet connection for registration and downloading of E-Textbook	<ul style="list-style-type: none">• Android 4.0 and later• Access to the Google Play Store• Internet connection for registration and downloading of E-Textbook	<ul style="list-style-type: none">• Kindle Fire 2, HD, or HDX model• Access to the Kindle Fire App Store• Internet connection for registration and downloading of E-Textbook
Supported Languages	Català, Cymraeg, Dansk, Deutsch, Dutch, English-UK, English-US, Español, Español-MX, Français, Français-CA, Gaelic, Icelandic, Italiano, Norsk, Polski, Português, Português do Brasil, Русский, Suomi, Svensk, Türk, čeština, Ελληνικό, ગુજરાતી				

2 BENEFITS OF DIGITAL TEXTBOOKS

Wiley Digital Textbooks: Powered by VitalSource, are downloadable electronic versions of a textbook.

Digital Textbook can be accessed in 3 ways:

- **Download** to your PC or Mac
- **Online** anywhere, anytime
- **On the go** from your iPhone, iPad, Android

Benefits



Search to locate
key concepts



Highlight and
color-code as
you read



Make notes for
revision



Share notes
with others

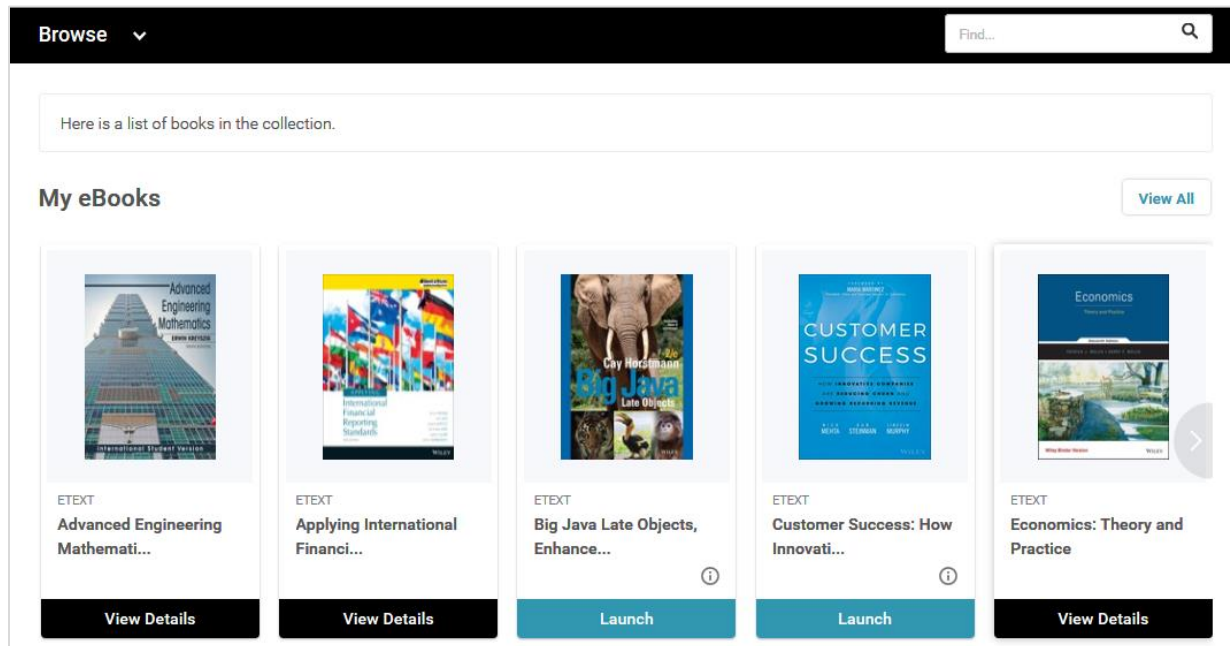


Synchronize
notes and
highlights
between all your
devices

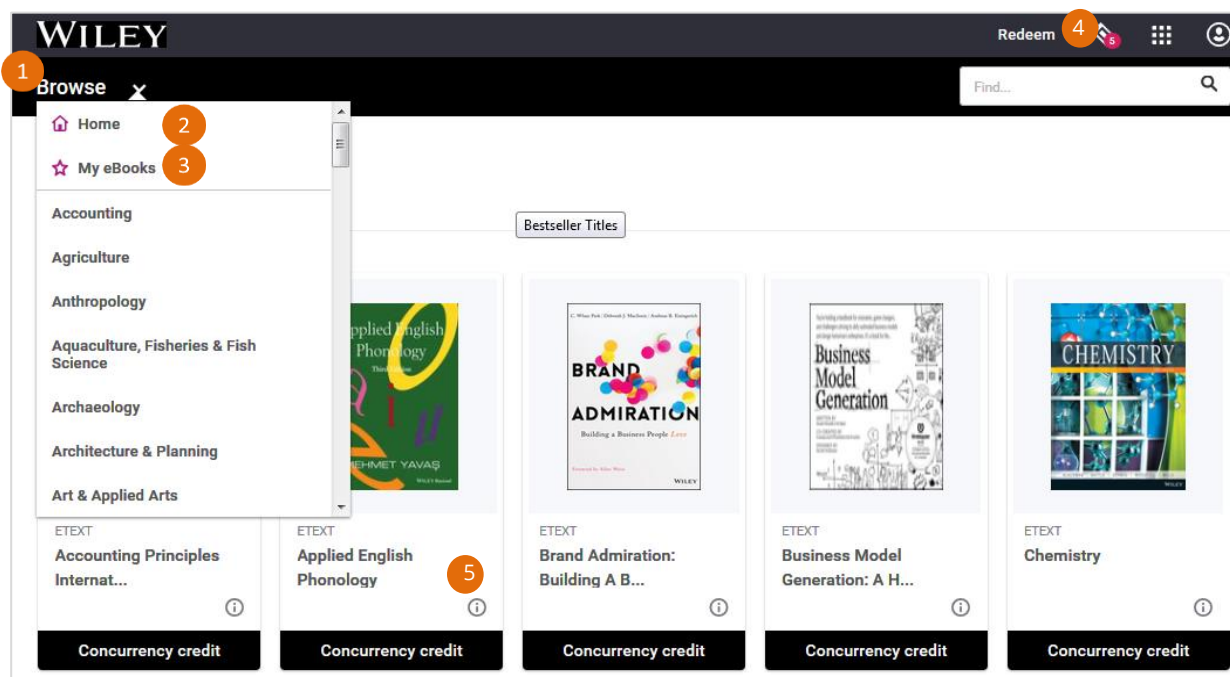
3 HOW TO ACCESS YOUR DIGITAL TEXTBOOKS

Access to Wiley Digital Textbooks

- Click on [\[insert URL link\]](#)
- Users will be taken to the Bridge homepage to browse and choose a book to loan.

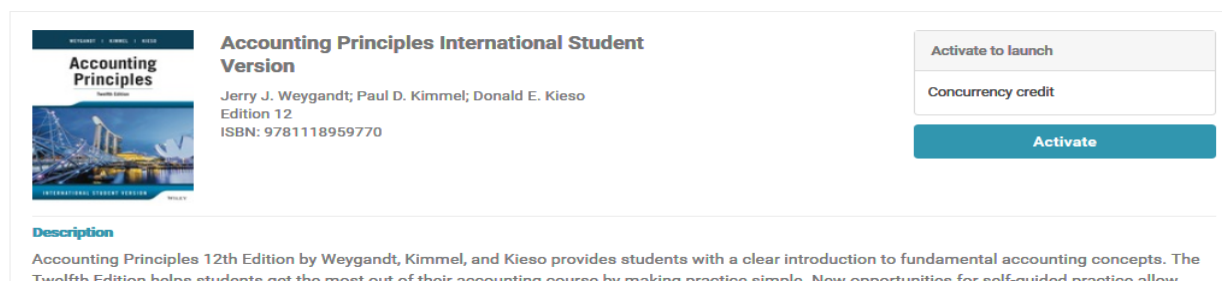


- To search for a title, click on "Browse > filter by Subjects"
- To loan a title, click on "i" icon

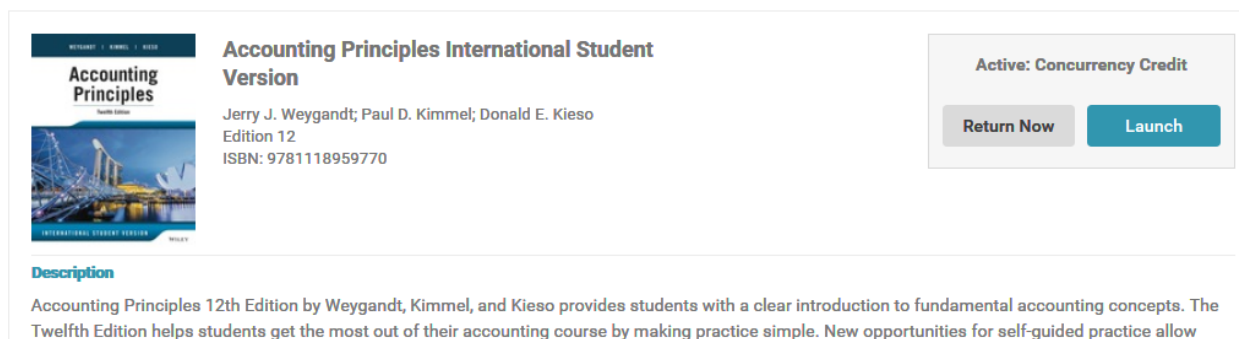


- 1 Click "Browse" to navigate through the titles
- 2 Home > Shows all titles in the collection
- 3 My eBooks > Shows the digital textbooks a user has loaned from the collection
- 4 User concurrency – number of books a user can loan at one go
- 5 Click on the "i" icon to view more details of book collection

- Click on "Activate"



- To view the digital textbook online, click "Launch"



Accounting Principles International Student Version

Jerry J. Weygandt; Paul D. Kimmel; Donald E. Kieso
Edition 12
ISBN: 9781118959770

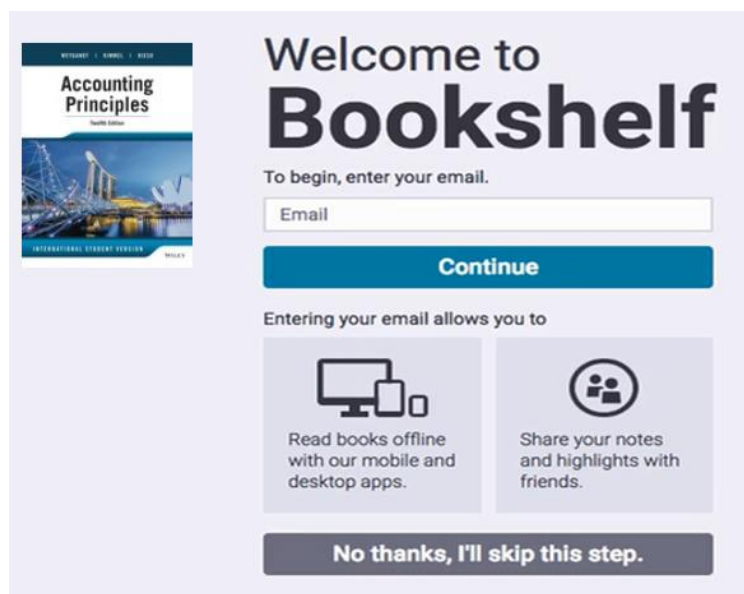
Active: Concurrency Credit

[Return Now](#) [Launch](#)

Description

Accounting Principles 12th Edition by Weygandt, Kimmel, and Kieso provides students with a clear introduction to fundamental accounting concepts. The Twelfth Edition helps students get the most out of their accounting course by making practice simple. New opportunities for self-guided practice allow

- 2 ways to view the Digital Textbook:
 - Via **Named** Bookshelf account
 - Existing user** (with bookshelf account) - enter "Email" > click on "Continue" > enter "Password" > accept the "Terms & Policy"
 - New user** - enter "Email" > click on "Continue" > fill up the registration form > click "Finish".
 - Via **Reference** Bookshelf account
 - Click "No thanks, I'll skip this step"
 - By doing this, all the notes and highlights will not be stored in the bookshelf account.




Welcome to Bookshelf

To begin, enter your email.


Email

[Continue](#)

Entering your email allows you to



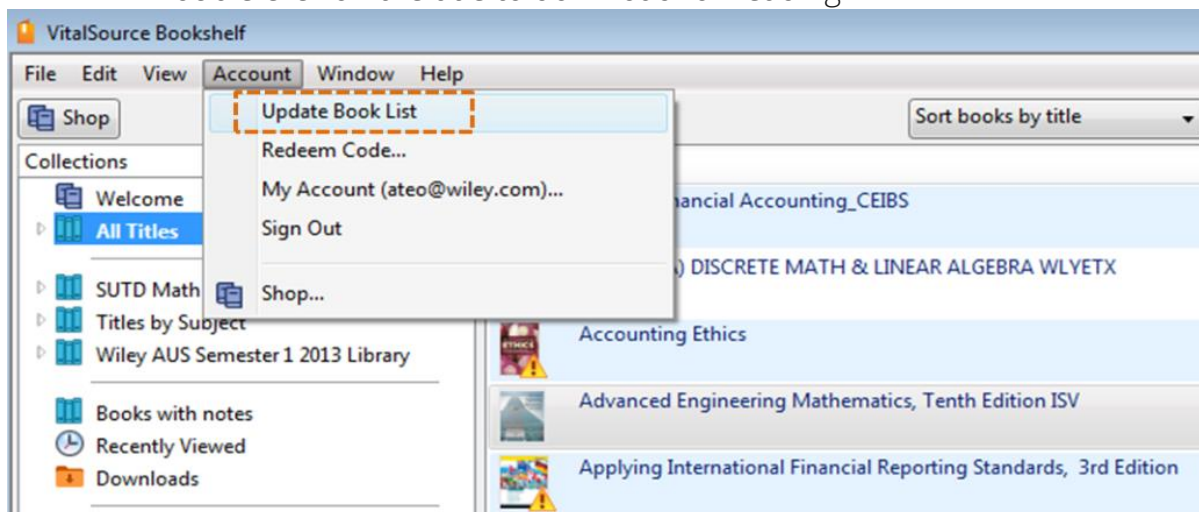
Read books offline with our mobile and desktop apps.



Share your notes and highlights with friends.

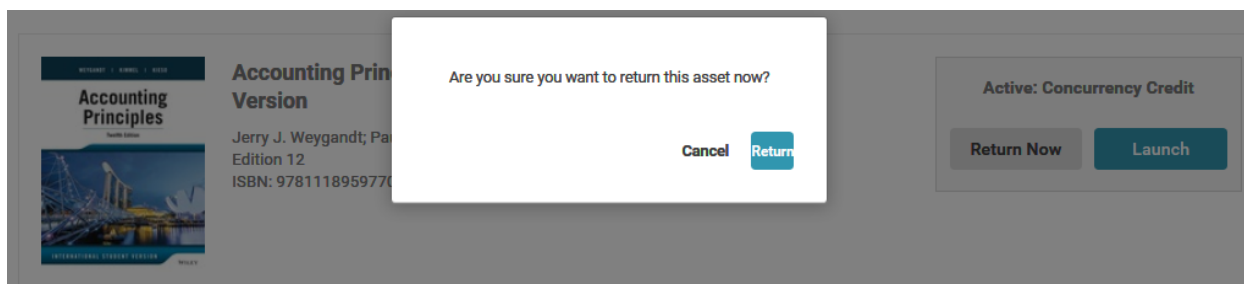
[No thanks, I'll skip this step.](#)

- To view the digital textbook offline, launch the Vitalsource Bookshelf app on your desktop.
 - From menu tab, select “Account” > Update Book List
 - Your collection of titles will be refreshed
 - Double click on the title to download for reading



Return the Wiley Digital Textbooks

- To return the loaned book, click on “Return Now” > “Return”



4 BOOKSHELF OFFLINE OVERVIEW

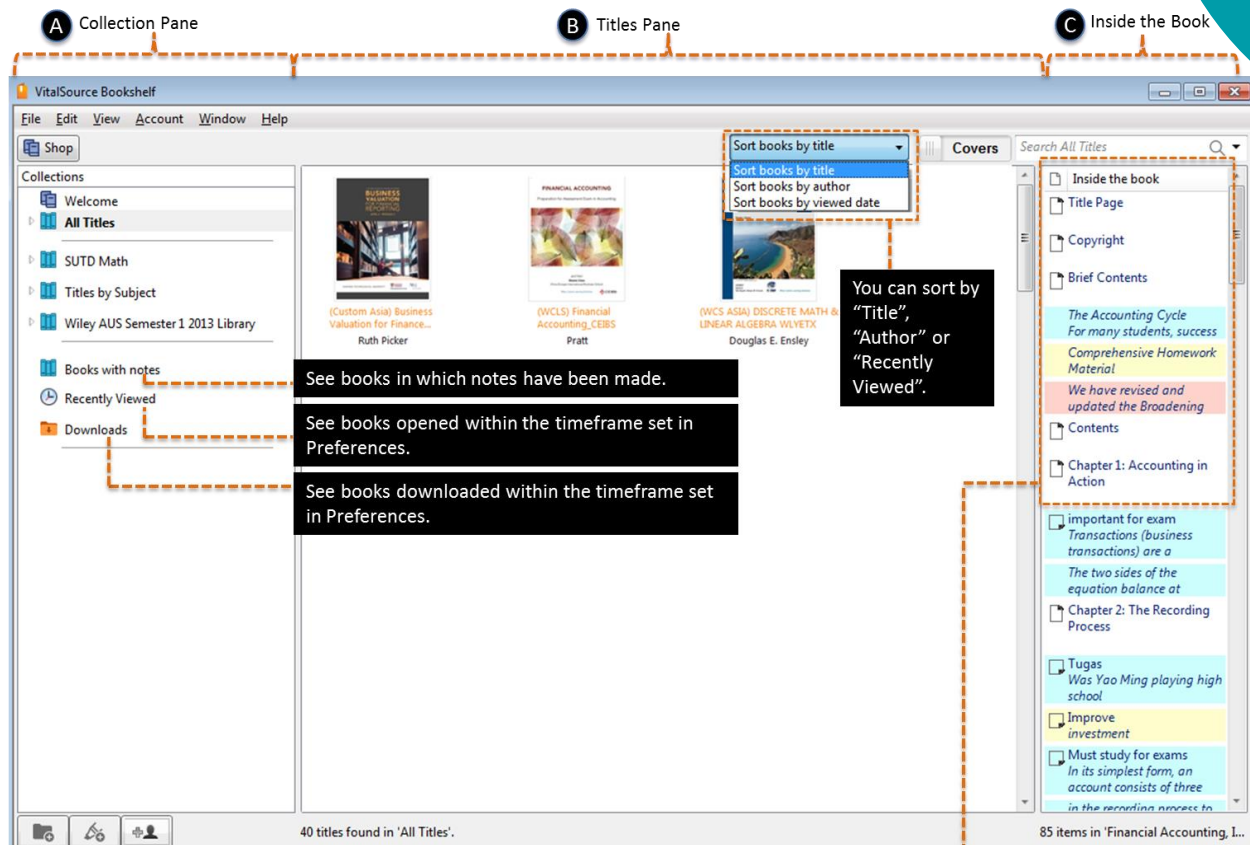


Bookshelf enables *anytime, anywhere* access to the catalog of digital course materials, through any web-enabled device.

A Main Bookshelf View

When you launched Bookshelf, you will see the main Bookshelf Window. It is divide into 3 Window panes: Collections, Titles & Inside the Book.

Clicking on the 'Cover' button in the top main navigation toolbar allows you to toggle between a list view or cover image view.



Create Subscription allows you to subscribe to notes from other users. This is a 2-part process – you share and they subscribe, this will be shared more in depth later in the guide.

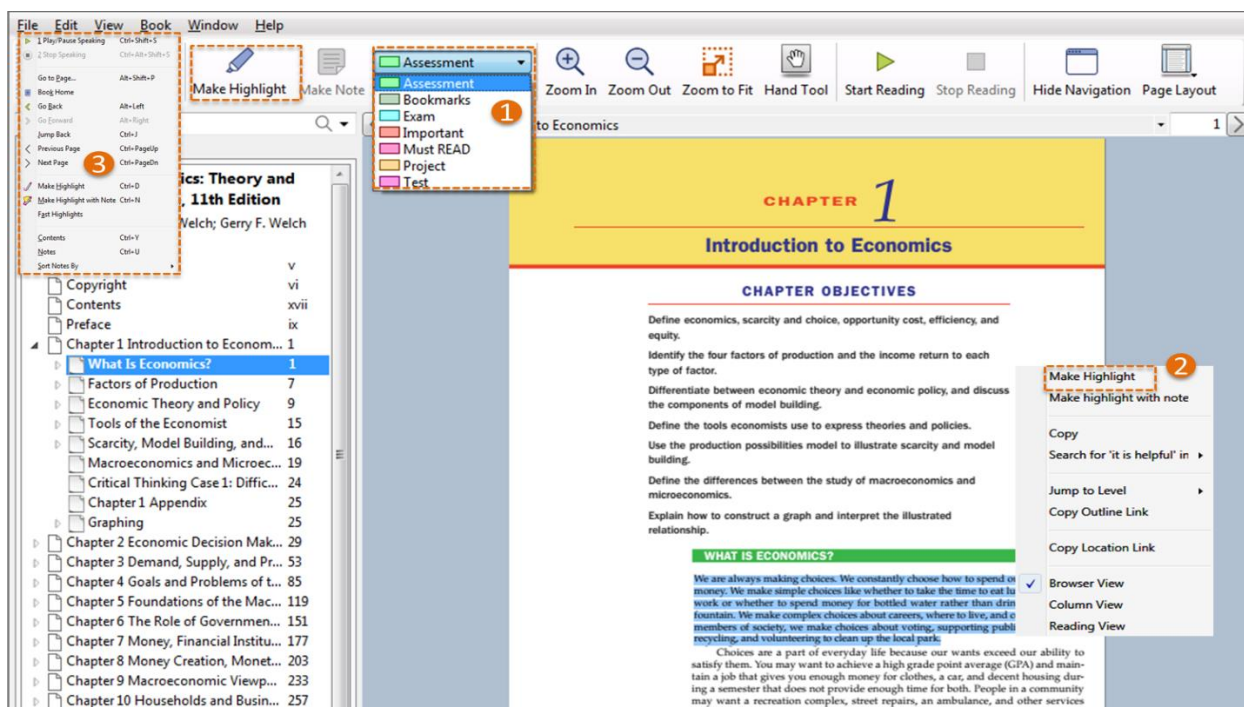
Create Highlighter allows you to create and name highlighters to organise notes. Click the add Highlighter icon and a colored square will appear. Name the highlighter (e.g test notes etc). You can create as many highlighters as needed.

Create Folder allows you to name and build a custom collection by dragging in books from library, Word Documents, PDFs, and other files. Custom folders are not available in Bookshelf Online so they will not be sync.

You can click on the title of a downloaded book in the centre window pane and the book's table of contents displays in the right window panel, along with any notes and highlights that have been taken.

B Make Highlights

In the Bookshelf, there are 3 ways to highlight your text.

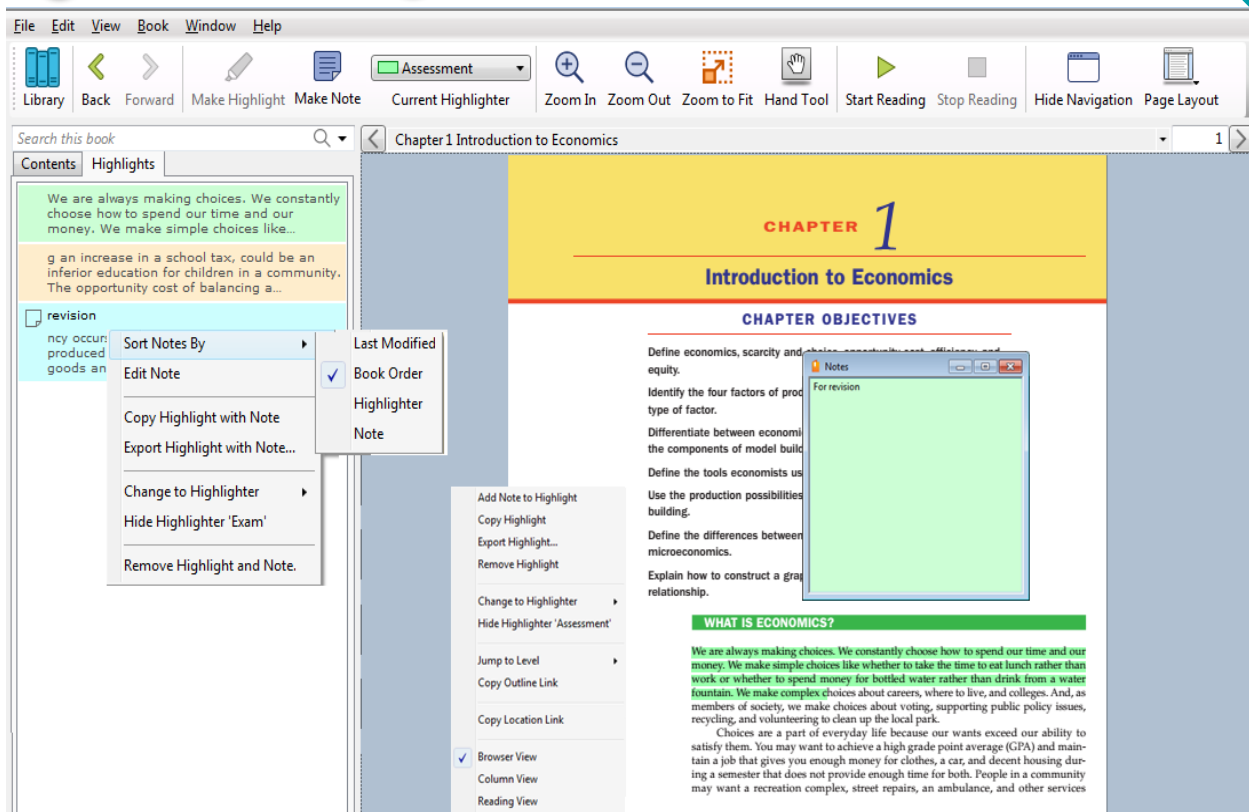


- 1 • Select the highlighter from the drop down menu in the book window toolbar.
- Select the text to highlight and click on the highlighter pen icon in the toolbar
- 2 • Select the text to highlight. Right click and choose "Make Highlight"
- The highlight will be made within the text.
- 3 • You can enable "Fast Highlights" by simply selecting the text to highlight.
- To disable this feature, go to "Book" menu, and select "Fast Highlights" once more.

C Change Highlights

Change Highlight color within book/from the Notes Pane	<ul style="list-style-type: none"> • Right click on the highlighted text and choose "Change to Highlighter" • A list of the available highlighters will display. Choose the desired highlighter
Remove a Highlight within the book/from the Notes Pane	<ul style="list-style-type: none"> • Right click on the highlighted text and choose "Remove Highlight". The highlight and any notes created will be deleted
Copy and Export Highlights	<ul style="list-style-type: none"> • Bookshelf offers the ability to copy and export highlights. • Either within the book or in the Highlights tab, simply right click on the highlight and you will see options to Copy and Export Highlights • You can use the Copy or Export feature to create your own study guide

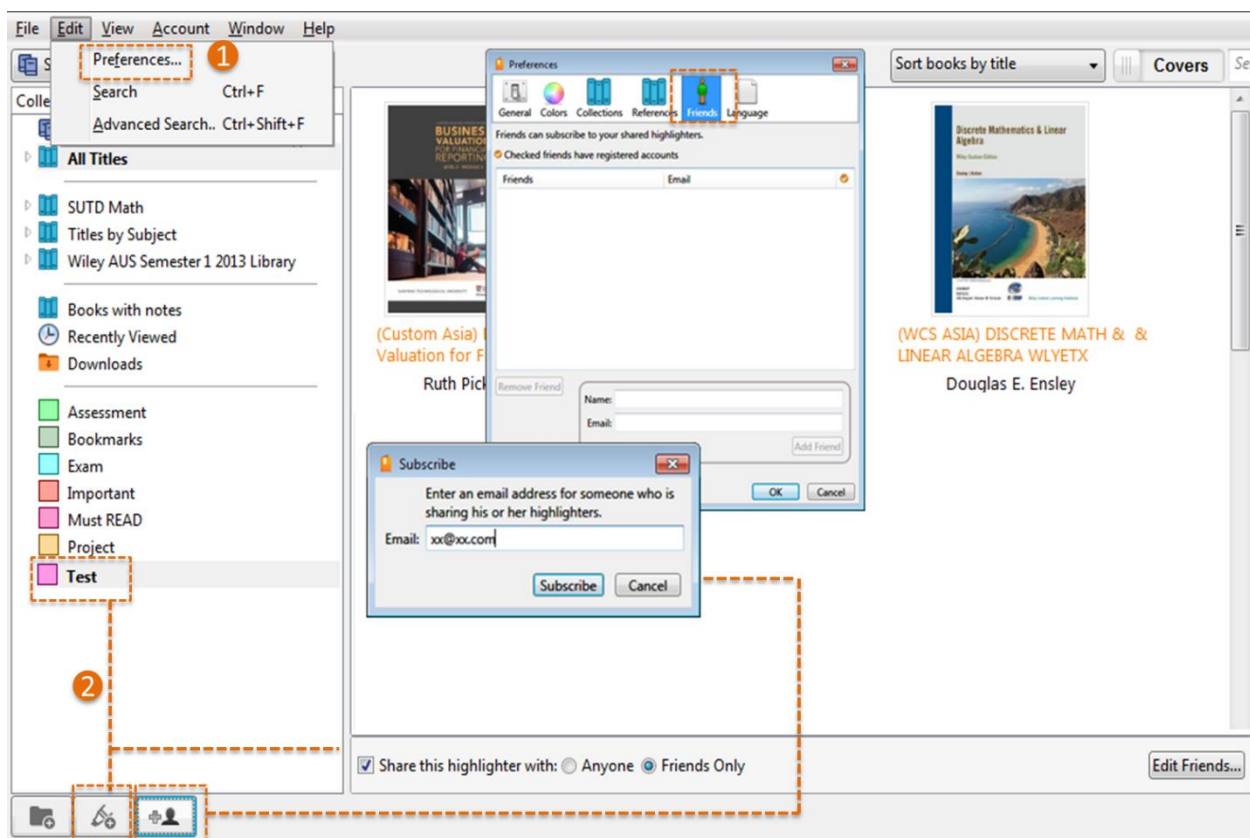
D Make Notes AND E Change Notes



- 1 • Select the relevant text and click the sticky note icon (Make Note) in the toolbar. A note window pops up and you can type the desired text.
- 2 • If you have already made a highlight and want to add a note, right click and choose "Add Note to Highlight"
 - A note window pops up and you can type the desired text. Close the notes window. Notes are saved and appear in the book's Notes tab.
- 3 • To sort your existing notes, right click in the Notes tab and hover over "Sort Notes By".
 - A window will appear with 4 options – Book Order,

F Share Notes AND **G** Subscribe to Notes & Highlights

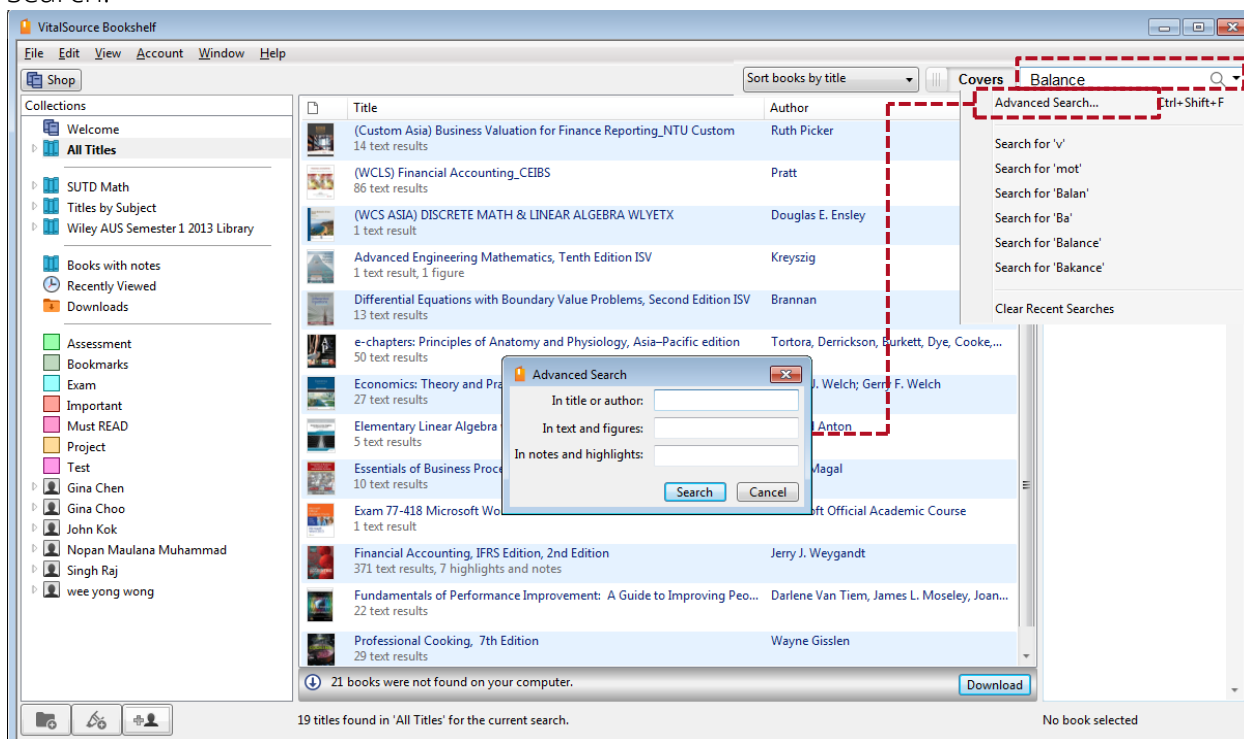
- The highlights and notes you make can be shared with your friends. And, you can subscribe to a friend's highlights and notes too.
- For sharing and subscribing to work, both you and your friends must have the license for the same book.



- From the Edit menu, select "Preferences", then click on "Friends"
 - Add your friend's name and email that you wish to share notes and highlights with.
 - At the bottom left window pane, select "Create Subscription", add your friend's email, and click "Subscribe".
- To begin sharing, choose a highlight color from left Bookshelf window pane.
 - At the bottom of the main window pane, a check box that says "Share this highlight with" will appear.
 - You have the option to share with Anyone or with Friends Only.

Search

The Search field is located at the right window panel. It offers a basic and an advanced search.



Tips For Basic Search

- Click "All Titles" and enter a word in the Search field which will search across all titles in the bookshelf. To search for a term in a specific folder, click on the folder before searching.
- Results are enumerated in the center window pane.
- Click any one title to display that title's results in the right window pane.
- Double click a result in the right window pane and the book will open to that location. Search terms are highlighted.
- To search for an exact phrase, put in quotation marks.
- To search for multiple terms, use a comma between words.
- Make sure the search is cleared to see the entire book/library again.

Tips For Advanced Search

- Click the magnifying glass icon in the search field in the Bookshelf window and select Advanced Search.
- Define the criteria from the options and click the Search button. Results are enumerated in the centre window pane.
- Again, make sure the search is cleared to return to the entire book/library.



Synchronize of Notes and Highlights

- Make sure there is internet connection so that all the Notes and Highlights will be automatically synchronise across all your devices.

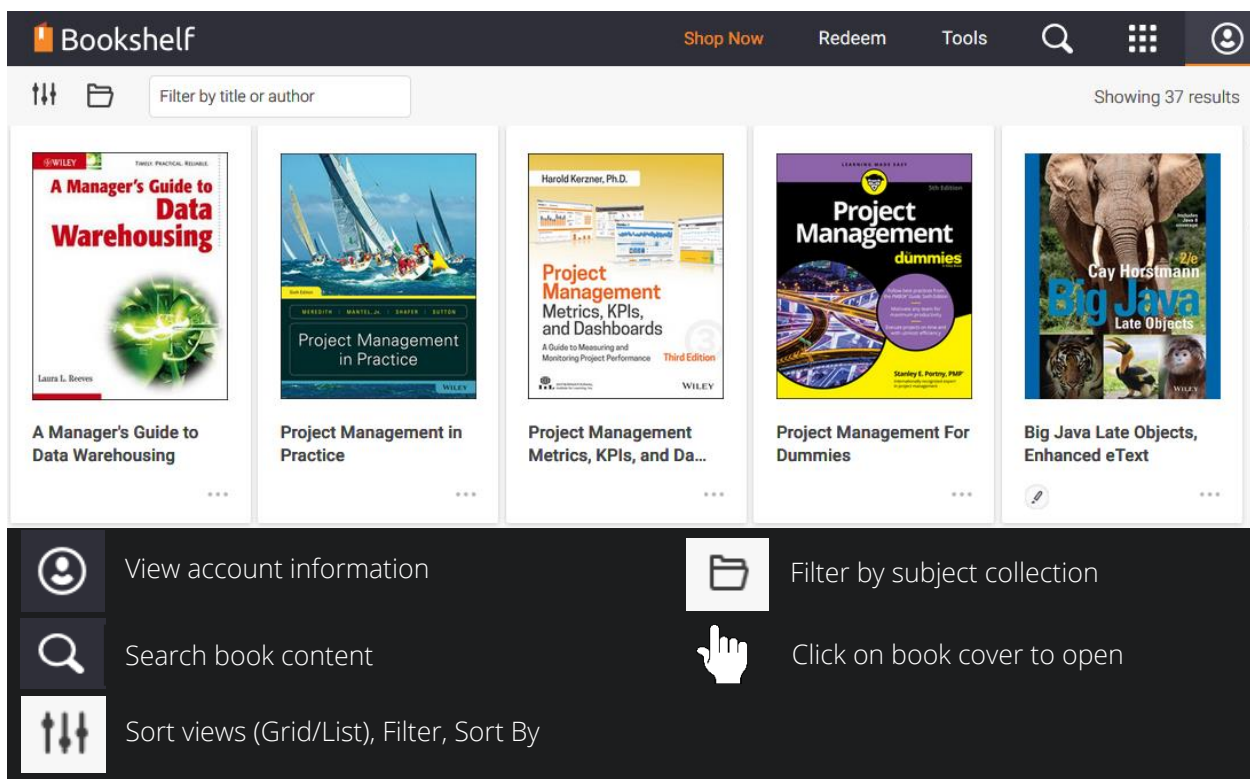
5 BOOKSHELF ONLINE OVERVIEW

Bookshelf Online is designed to make your learning easy, intuitive, and fun.

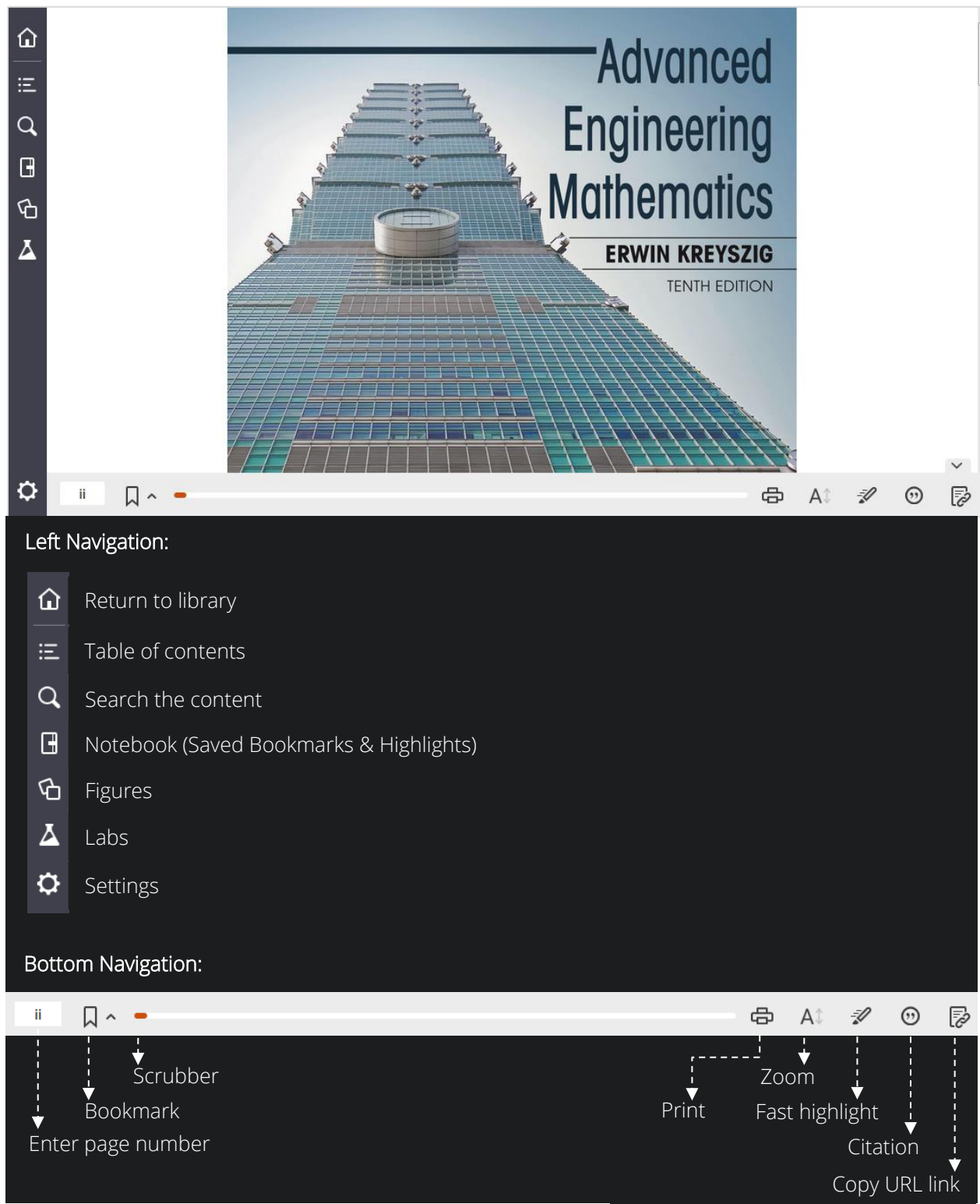
Open your Digital Textbook

Access by signing in to your account at online.vitalsource.com or through your school's LMS / Portal / Library homepage

Navigating Bookshelf Main Menu



Navigating the Digital Textbook



Advanced Engineering Mathematics

ERWIN KREYSZIG

TENTH EDITION

Left Navigation:

- Return to library
- Table of contents
- Search the content
- Notebook (Saved Bookmarks & Highlights)
- Figures
- Labs
- Settings

Bottom Navigation:

- Enter page number
- Bookmark
- Scrubber
- Print
- Zoom
- Fast highlight
- Citation
- Copy URL link

Quick Search

Use search box to search inside the book

Click on search results to go to the content

Your search term will be highlighted in the text

The screenshot shows a search interface on the left with a search bar and a list of results. The main content area on the right displays the text of the book, with the search term 'methods' highlighted in yellow. The search results on the left show two entries: one on page 2 and one on page 6, both mentioning 'methods'.

Search

263 results

CHAPTER 1: First-Order ODEs (18)

p. 2
...problem. However, before we can turn to **methods** of solution, we must first define some basic c...

p. 6
We shall develop **methods** that will give general solutions uniquely (per...

Sections that may be omitted in a shorter course: [1.6](#), [1.7](#).
References and Answers to Problems: [App. 1 Part A](#), and [App. 2](#).

1.1: Basic Concepts. Modeling

If we want to solve an engineering problem (usually of a physical nature), we first have to formulate the problem as a mathematical expression in terms of variables, functions, and equations. Such an expression is known as a mathematical **model** of the given problem. The process of setting up a model, solving it mathematically, and interpreting the result in physical or other terms is called *mathematical modeling* or, briefly, **modeling**.

Modeling needs experience, which we shall gain by discussing various examples and problems. (Your computer may often help you in *solving* but rarely in *setting up* models.)

Now many physical concepts, such as velocity and acceleration, are derivatives. Hence a model is very often an equation containing derivatives of an unknown function. Such a model is called a **differential equation**. Of course, we then want to find a solution (a function that satisfies the equation), explore its properties, graph it, find values of it, and interpret it in physical terms so that we can understand the behavior of the physical system in our given problem. However, before we can turn to **methods** of solution, we

Simple Study Tools

Highlights: (1) Select text that you want to highlight; (2) Select highlight colour; (3) Use colour to organise highlights for efficient learning

Notes: To include note with highlight, type in “Add Note” field; Add photos, videos, web links to notes for review; Find notes quickly using search

The screenshot shows a text block from the book with a highlighted section. Overlaid on the text is a study tool interface with a color selection bar, a text input field labeled 'Add Note', and a 'Copy' button. The text block contains the following text: 'Understanding the basics of ODEs requires solving problems by hand (paper and pencil, or typing on your computer, but first without the aid of a CAS). In doing so, you will gain an important direction for the basic terms, such as ODEs, Algebra Sys... COMMENT... chapter. Se... Prerequ... Section... Referen... course: 1.6, 1.7. 1 Part A, and App. 2.'

Understanding the basics of ODEs requires solving problems by hand (paper and pencil, or typing on your computer, but first without the aid of a CAS). In doing so, you will gain an important direction for the basic terms, such as ODEs, Algebra Sys... COMMENT... chapter. Se... Prerequ... Section... Referen... course: 1.6, 1.7. 1 Part A, and App. 2.

Notebook

Find all highlights and notes in one convenient place

Quickly find notes and highlights using search

Click on a highlight to be taken directly to content in book

The screenshot shows the 'Notebook' interface. On the left is a sidebar with a home icon, a search bar, and a list of highlights and notes. The main area displays a search bar and a list of highlights. One highlight is selected, showing a note titled '20. Exponential decay. Subsonic flight.' The note text describes the efficiency of subsonic engines and the relationship between air pressure and the rate of change of pressure. A blue box highlights the equation $y' = f(x, y)$.

Share and Collaborate: Share notes & highlights; Follow classmates & peers; See who is following you; Study collaboratively

The screenshot shows the 'Notebook' interface with a 'Sharing' dialog box open. The dialog box has two tabs: 'I'm Following' and 'My Followers'. The 'My Followers' tab is active, showing a list of people who are following the user. The list includes Adeline Ann, Angela Yeo, Bernice Wong, and David Fisher. There is an 'Add' button and an 'Unfollow' button for each person. The dialog box also includes a search bar and a 'Cancel' button.

6 VITALSOURCE TECHNICAL SUPPORT LINK

VitalSource Bookshelf

- If you experience any technical difficulties or need assistance, please contact VitalSource support at: https://support.vitalsource.com/hc/en-us/request/new?ticket_form_id=56343

7 TUTORIAL VIDEOS

VitalSource Bookshelf

- For more in-depth explanation of Bookshelf features for Bookshelf Downloadable, Online and Mobile, please refer to the Video Tutorials:
<http://downloads.vitalbook.com/tutorials/publish/index.html?did=generic>
<https://support.vitalsource.com/hc/en-us/articles/115012346108-Bookshelf-Online-Overview>