



# The Texidium eReader for Windows

This Cheat Sheet is for users of the Texidium eReader for Windows.

The specific tasks described in this Cheat Sheet are grouped based on which of the following more general tasks they relate to.

- **Organizing your Library**
- **Managing Your Account**
- **Reading a Book**
- **Getting Texidium Apps**
- **Using Notes and Bookmarks**

## ORGANIZING YOUR LIBRARY


The following table describes how to sort and filter your eText library from your home page in the Texidium eReader for Windows.









View as tiles	
View as list	
See more information	
Delete a book	
Sort and filter library	All Collections ▾ + All Books ▾ + Recent ▾








## READING A BOOK

The following table lists basic tasks performed while reading an eText in the Texidium eReader for Windows.

**Note:** Some features listed in this section are only available when reading eTexts of a certain file type (EPUB or PDF). The applicable format is identified when this is the case. Click the  icon on an eText in your Library to determine its file type.





Turn the page	<b>In scrolling view (default):</b> Scroll up/down <b>In side-scrolling view:</b> Swipe left/right
Go to page (Type page # in field)	Page <input type="text"/>
Move forward/back one chapter	 or 
Move forward/back through navigation history	 or 
View your navigation history	
Access the table of contents	
Search book	
Print	 <b>Note:</b> There is a limit to how many pages can be printed in this fashion. This limit varies by eText and is set by the publisher. Some eTexts are not configured to allow printing.
Copy text	<ol style="list-style-type: none"><li>1. Click and drag your cursor across the text you wish to copy.</li><li>2. Click: <b>Copy</b>.</li></ol>



	<p>3. Use your device's Copy command to copy the text in the pop-up window to your clipboard.</p> <p><b>Note:</b> There is a limit to how many words can be copied from an eText. This limit varies by eText and is set by the publisher.</p>
Change navigation/display style	 + Choose navigation/display style
Change text size / zoom in or out	 +  OR 
Read Aloud (EPUB eTexts)	

## USING NOTES AND BOOKMARKS

The following table describes how to use notes, bookmarks and highlighting to get the most out of your study sessions with Texidium.

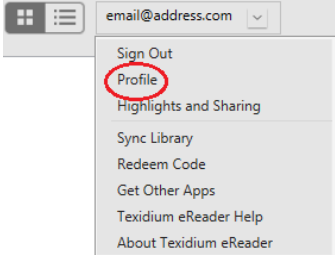
Bookmark the current page	
Browse bookmarks	
Show, hide or filter highlights	
Place note	<ol style="list-style-type: none"><li>1. Click and drag your cursor across the text to which your note applies.</li><li>2. Select a category from the dropdown list.</li><li>3. Click <b>Add Note</b>.</li><li>4. Type your note in the text field.</li><li>5. Click <b>Done</b>.</li></ol>
Browse notes	



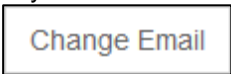


<p>Customize highlight categories</p>	<ol style="list-style-type: none"><li>1. In the Options menu, click <b>Highlights and Sharing</b>.</li><li>2. Click the arrow beside a category name, and then click <b>Edit</b>.</li><li>3. Change the category name or colour as desired.</li><li>4. Click <b>Save</b>.</li></ol>
<p>Add a highlight category</p>	<ol style="list-style-type: none"><li>1. In the Options menu, click <b>Highlights and Sharing</b>.</li><li>2. Click <b>Add Category</b>.</li><li>3. Give your category a name and assign it a colour.</li><li>4. Click <b>Save</b>.</li></ol>
<p>Share a highlight category</p>	<ol style="list-style-type: none"><li>1. In the Options menu, click <b>Highlights and Sharing</b>.</li><li>2. Click the arrow beside a category name, and then click <b>Share</b>.</li><li>3. Distribute the subscription code that is generated to anyone with whom you wish to share the category. These users can then use that code to subscribe to your shared category as described below</li></ol>
<p>Subscribe to a shared highlight category</p>	<ol style="list-style-type: none"><li>1. In the Options menu, click <b>Highlights and Sharing</b>.</li><li>2. Go to the <b>My Subscriptions</b> tab.</li><li>3. Click <b>Add Subscription</b>.</li><li>4. Enter the subscription code the sharer gave you.</li><li>5. Click <b>Subscribe</b>.</li></ol>

## MANAGING YOUR ACCOUNT

The following table describes tasks involved in managing your Texidium account and profile settings.

<p>View your Profile</p>	
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Change your email address	In your Profile: 
Change your password	In your Profile: 
Remove a synced device	In your Profile: Under "Devices," click  next to the device you wish to remove.

## GETTING TEXIDIUM APPS

The following table describes how to download Texidium apps.

<b>Download Texidium desktop apps</b> (Available for Windows and Mac)	Go to <a href="https://reader.texidium.com/dist/#/apps">https://reader.texidium.com/dist/#/apps</a> , and click the <b>Download</b> button next to the app you wish to download.
<b>Download Texidium mobile apps</b> (Available for iOS and Android)	<b>For iOS:</b> Search for "Texidium" on the App Store. <b>For Android:</b> Search for "Texidium" on Google Play.