



The Texidium Reader for Windows







This Cheat Sheet is for users of the Texidium Reader 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
- Reading a Book
- Using Notes and Bookmarks
- Managing Your Account
- Getting Texidium Apps

ORGANIZING YOUR LIBRARY


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

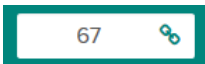







View as tiles	
View as list	
View book information	 + Get Book Info
Delete a book	 + Remove Book from Device
Sort and filter library	 My Books / All Collections ▾ +  All Collections ▾










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 and then click **Get Book Info** to determine its file type.








Turn the page	In scrolling view (default): Scroll up/down In side-scrolling view: Forward/back key
Go to page (Type page # in field)	
Move forward/back one chapter	 or 
View your navigation history	
Access the table of contents	
Search book	
Print	 Note: 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">1. Click and drag your cursor across the text you wish to copy.2. Click .3. Use your device's Copy command to copy the text in the pop-up window to your clipboard. Note: 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.



Change navigation/display style	 + Choose navigation/display style
Change text size (EPUB eTexts)	 + A^- OR A^+
Zoom in or out (PDF eTexts)	 +  OR 
Activate Read Aloud	
Pause Read Aloud	

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.

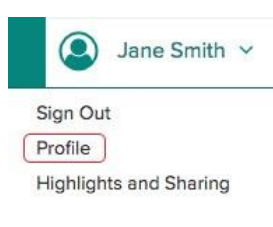
Bookmark the current page	
Browse bookmarks	
Show, hide or filter highlights	 +  + Toggle category visibility on/off
Highlight text / Add note	<ol style="list-style-type: none">1. Click and drag your cursor across the text to which your note applies.2. Select a highlight/note category from the dropdown list.3. Click  to highlight the text4. Click  to place a note.5. Type your note in the text field that pops up.6. Click Done.
Browse notes	




Customize highlight categories	<ol style="list-style-type: none">1. In the Options menu, click Highlights and Sharing.2. Click the arrow beside a category name, and then click Edit.3. Change the category name or colour as desired.4. Click Save.
Add a highlight category	<ol style="list-style-type: none">1. In the Options menu, click Highlights and Sharing.2. Click Add Category.3. Give your category a name and assign it a colour.4. Click Save.
Share a highlight category	<ol style="list-style-type: none">1. In the Options menu, click Highlights and Sharing.2. Click the arrow beside a category name, and then click Share.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
Subscribe to a shared highlight category	<ol style="list-style-type: none">1. In the Options menu, click Highlights and Sharing.2. Go to the My Subscriptions tab.3. Click Add Subscription.4. Enter the subscription code the sharer gave you.5. Click Subscribe.

MANAGING YOUR ACCOUNT

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

View your Profile	
Change your email address	In your Profile:



	<input type="button" value="Change Email"/>
Change your password	In your Profile: <input type="button" value="Change Password"/>
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.

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