



namo

eBookEditor

Quick Guide

Copyright © 2011 SJ NAMO, Inc. All rights reserved.

No part of this publication may be reproduced or transmitted in any form or by any means without the express written consent of SJ NAMO, Inc.

SJ NAMO, Inc.

2672 Bayshore Parkway, Suite 527

Mountain View, CA. 94043

U.S.A.

Web: <http://www.namo.com>

Namo eBookEditor is a registered trademark of SJ NAMO, Inc. All other trademarks mentioned in this publication are the property of their respective owners.

About This Quick Guide...

This Quick Guide is meant to help novices begin using the program as quickly as possible. It shows through step-by-step examples how to install the program, create a project, add content to that project and publish the project as an EPUB file.

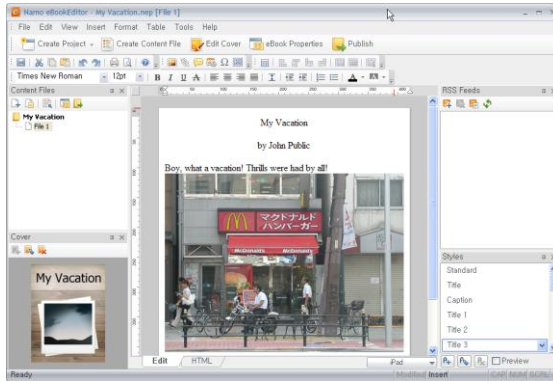
Table of Contents

Introducing Namu eBookEditor	4
Installing Namu eBookEditor.....	6
Using the Wizard to Create an eBook	10
Adding Content to Your eBook.....	13
Publishing Your eBook and Uploading It to iTunes.....	16

Introducing Namo eBookEditor

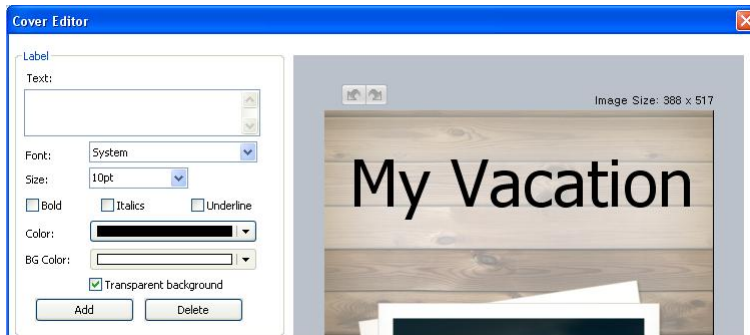
Namo eBookEditor is a program for creating ebooks quickly and easily. You can create ebooks from existing files, or you can write and format your books from within the program. eBookEditor can create ebooks from Microsoft Office files (Word, Excel and PowerPoint), HTML files, text files and RSS feeds (blogs, online newspapers, etc.). The ebooks files that it creates are in the EPUB format. EPUB is the most widely used open ebook format, and can be read on most major ebook reader devices.

Easy User Interface



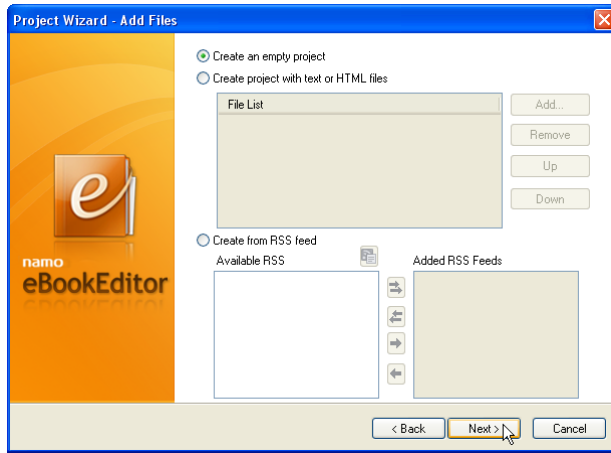
The Namo eBookEditor provides a clean, easy-to-use interface that contains all the tools you need where they can be accessed easily. There are panels for working with content files, formatting styles, RSS feeds and book covers. There are also toolbars for inserting content, formatting, tables and files. You can switch easily from editing the visual appearance of your book to editing the underlying HTML code.

Cover Editor



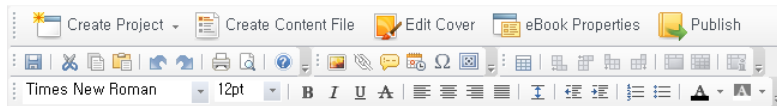
The Cover Editor allows you to add a cover to your ebook easily. You can add your own cover or you can add one of the many template covers which are available. The Cover Editor lets you add text, images and background colors to your covers.

New Project Wizard



Namu eBookEditor offers a New Project Wizard to help you create new ebook projects step-by-step. In the New Project Wizard, you can choose the files from which you will create your project, specify book information, and choose a cover for your ebook. The New Project Wizard guides you through all the important, basic steps of creating an ebook.

Formatting Toolbars



One of the most important tasks in creating an ebook is formatting the text so that it looks just right. Namu eBookEditor's formatting tools are gathered in the formatting toolbar where they can be accessed easily. You can change the appearance and alignment of text and paragraphs.

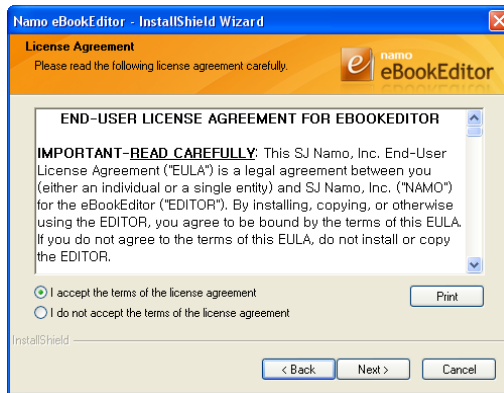
Installing Namó eBookEditor

This section will show you how to install the Namó eBookEditor program.

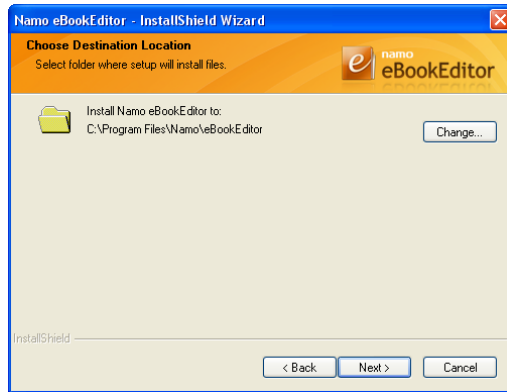
1. Download and run the setup file.
2. At the initial screen, click the **Next** button.



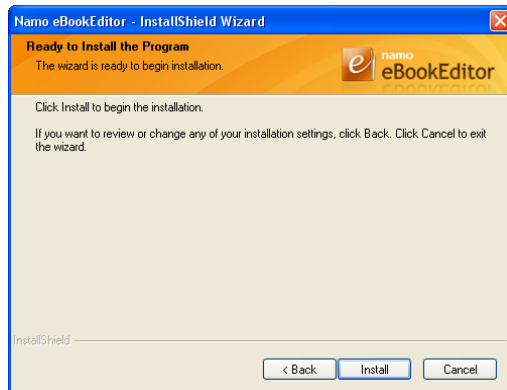
3. Select **I accept the terms of the license agreement** and click **Next**.



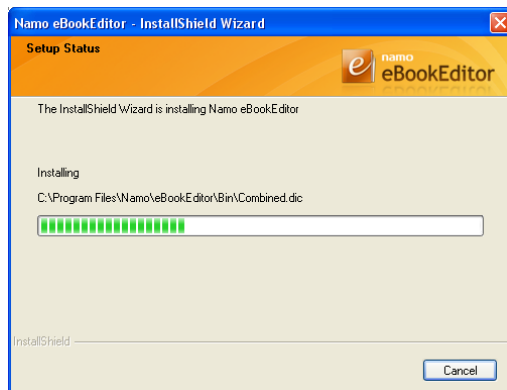
4. Confirm the folder where the program will be installed. If you want to change the install location, click **Change** and select another folder. Click **Next** if you approve the folder location.



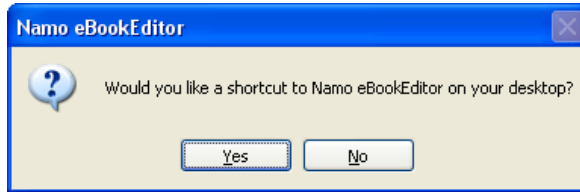
5. Click **Install** to begin the installation process.



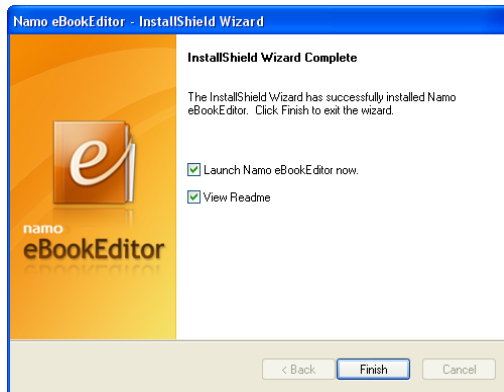
6. The progress bar will indicate how much of the installation process has been completed.



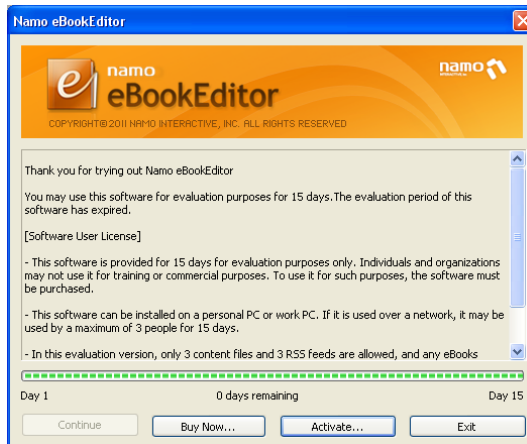
7. Click **Yes** if you want a shortcut icon placed on your Windows desktop. Otherwise, click **No**.



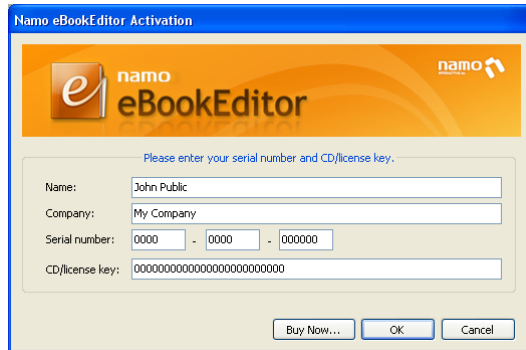
8. Click the **Finish** button to finish the installation process.



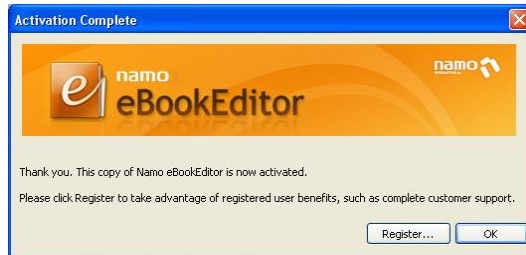
9. If you have a serial number and license key, click the **Activate** button to activate the full version of the program (usually these are received by email when the program is purchased and downloaded). If you do not, click Continue to use the trial version.



10. Enter your name and the name of your company. Then enter your serial number and license key. Click **OK**.



11. Click **Register** to register the program or click **OK** to register it later.



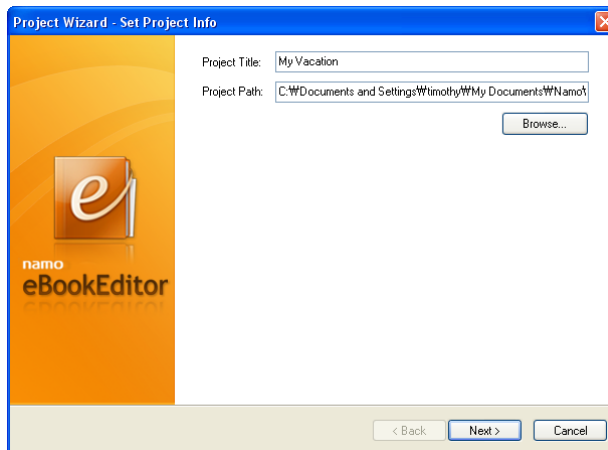
Using the Wizard to Create an eBook

This section will show you how to create a project by using the New Project Wizard. In this example, you will create an empty project and add text to your book within the program. It is also possible to create a project by importing text, HTML or Microsoft Office files.

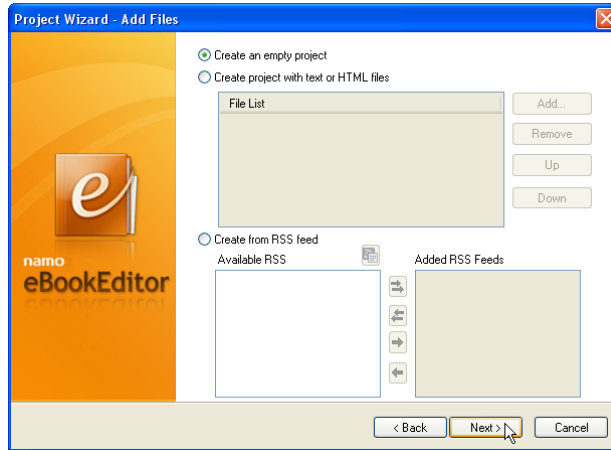
1. When you first open the program, click **New Project Wizard** on the splash screen. If the program is already open, click **File > New Project > New Project Wizard**.



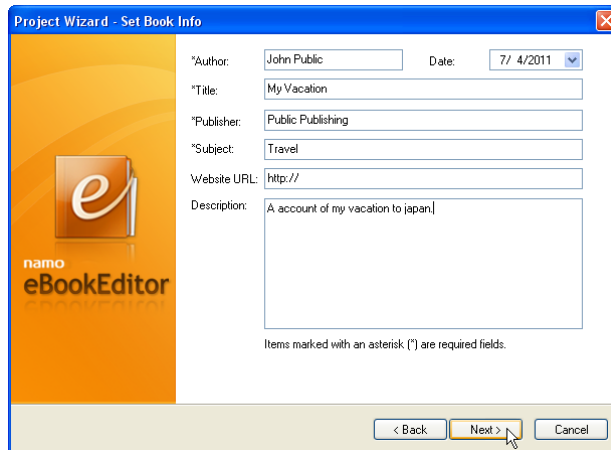
2. Enter a **Project Title**. If you would like to change the folder where the project files will be kept, click the **Browse** button to select a **Project Location**. When you are done, click **Next**.



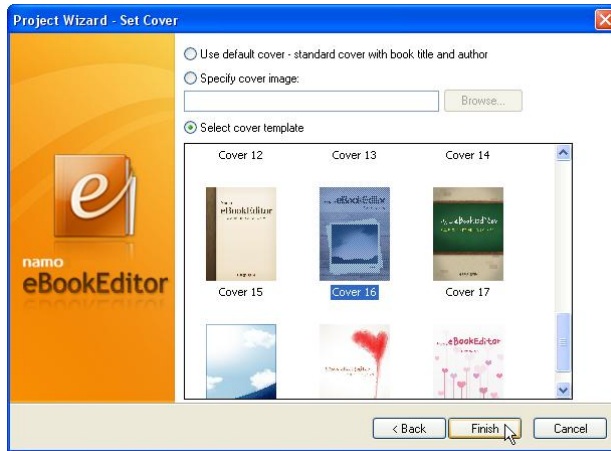
3. Select **Create an Empty Project** and click **Next**.



4. Enter the book information, making sure to enter information in all fields marked with an asterisk. Click **Next**.




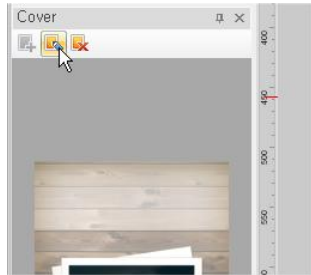
5. Click **Select cover template** and select a cover for your book by clicking one of the cover images. Click **Finish**.



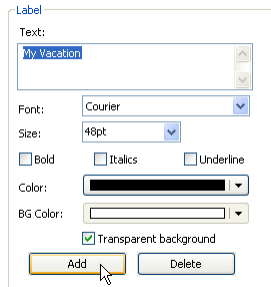
Adding Content to Your eBook

In this section, you will learn how to create a cover and add basic content to your book. To add a cover, you will use the Cover Editor, which lets you select a cover image and add text to the cover. Once you have added a cover, you will learn how to add text and images to your ebook.

1. In the **Cover** panel, click the **Edit Cover**  button.



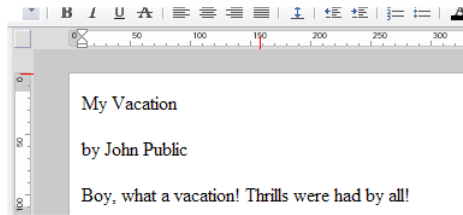
2. In the **Cover Editor**, enter the text that you want to appear as the title of your book. Adjust the font and size of the text as needed. Click **Add**.



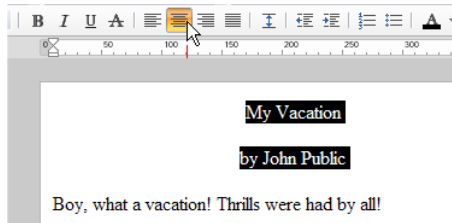
3. Click and drag the text to the desired position. Add more text if desired. When you are done, click **OK** to close the editor.



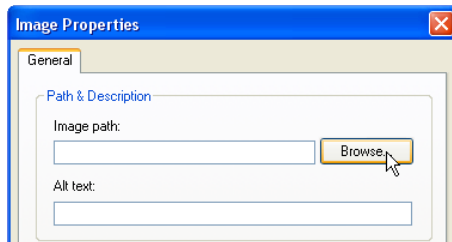
4. In the Edit window, enter the text of your book.



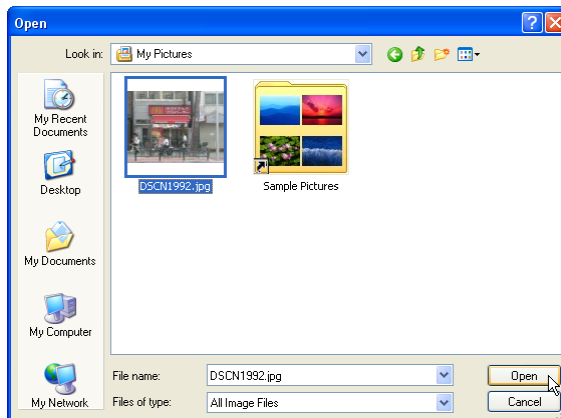
5. Use the buttons on the Formatting toolbar to adjust the formatting of your text.



6. On the Insert toolbar, click the **Image**  button to add an image.
7. In the **Image Properties** dialog box, click the **Browse** button to select an image.



8. Select an image in the **Open** dialog box and click **Open**.




9. Adjust the image size and other properties as desired. When you are done, click **OK** to close the **Image Properties** dialog box.

10. Add more text and images as desired.

My Vacation
by John Public

Boy, what a vacation! Thrills were had by all!



We decided to enjoy some local food. I

Publishing Your eBook and Uploading It to iTunes

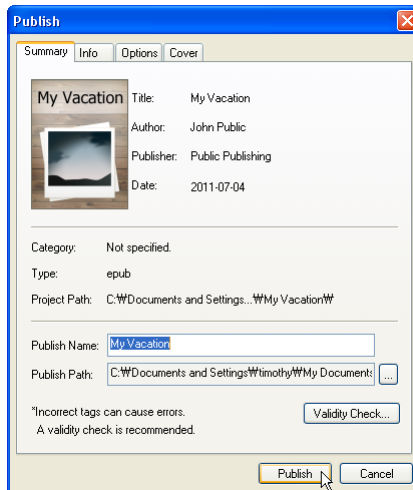
In this section, you will learn how to publish an eBook project and upload it to iTunes. In eBookEditor, ‘publishing’ means turning an eBook project into an EPUB file. Once you have created an EPUB file, you can upload it to iTunes to read with your iPad, or upload it to another reading device.

This section does not cover publishing in the sense of selling an eBook. If you want to learn how to sell your books in the Apple iBookstore, see the following link:

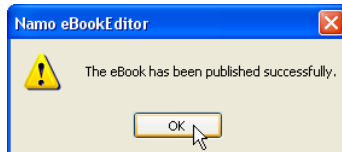
<http://www.apple.com/itunes/content-providers/book-faq.html>

Publishing Your eBook

1. Click **File > Publish**.
2. In the **Publish** dialog box, check that the **Summary, Info, Options**, etc. are correct. Click **Publish**.



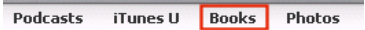
3. A dialog box will appear informing you that your eBook has been published successfully. Click **OK**.




4. An EPUB file will be created in the **Publish Path** specified in the **Summary** tab of the **Publish** dialog box. This is normally in a location such as this:
My Documents\Namo\BookEditor\Projects\My Vacation\My Vacation.epub

Uploading Your eBook to iTunes

1. Connect your device to your PC.

2. Open iTunes by doing one of the following:
 - Click the iTunes icon on your desktop.
 - On the Windows Start menu, click **Start > All Programs > iTunes > iTunes**.
3. Transfer the book to iTunes by doing one of the following:
 - On the main menu of iTunes, click **Add File to Library** and select the EPUB ebook file.
 - Drag and drop the EPUB ebook file into iTunes.
4. Select a device (iPhone or iPad) in the menu on the left and click **Books** in the menu on the top.

5. Click **Synchronize Books**.
6. In the bottom right of the iTunes window, click the **Sync** button.

 iBooks is available for free at the Apple App Store.