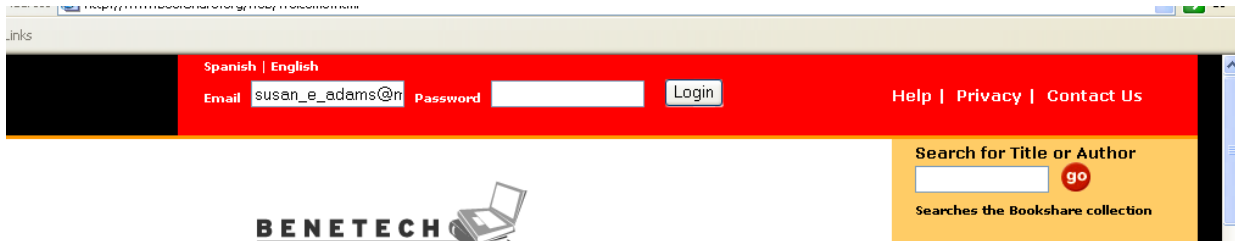


Bookshare: Downloading Materials Using the Unpack Tool

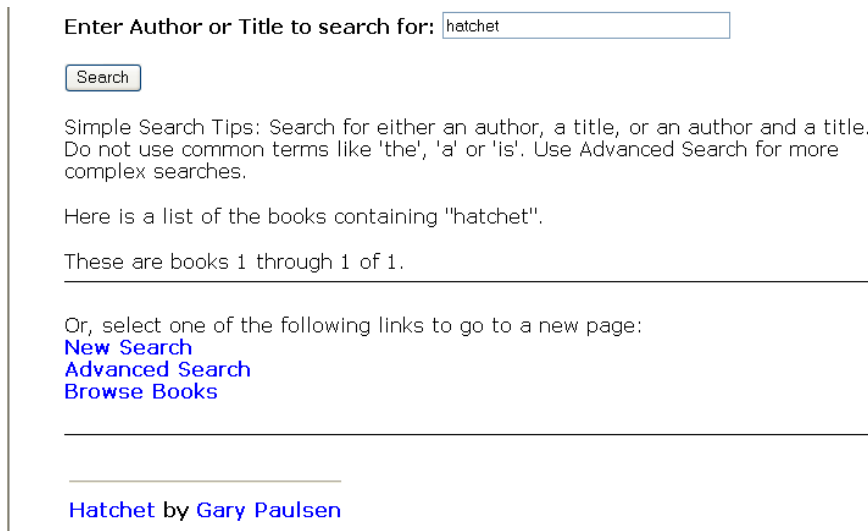
1. Go to www.bookshare.org and log in with your email address and password.



2. Use the first search box ("Search for Title or Author") to search for the title of the book.



3. You may get several returns on your search, depending on how many words you use. When you see the book you want, click on the title of the book.



4. Click on the link [Please select a student](#). You will be taken to a page with a list of student names that are linked to the teacher account.

Book Information

Hatchet by [Gary Paulsen](#)

You can download books behalf students signed up under your Institutional Access account. [Please select a student](#) for whom you will be downloading books during the current session.

Synopsis: The story of a boy who survives a plane crash and must learn to survive alone in the wilderness with only his wits and a

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5. After you choose a student name, you will go to the download page. Under “Chose Format to Download” choose the “DAISY Digital Talking Book Format.”

books that you download will be marked with this person's fingerprint and will be for this person's use only. If you wish to download for somebody else, please [select a different student](#) from your roster.

Choose Format to Download:

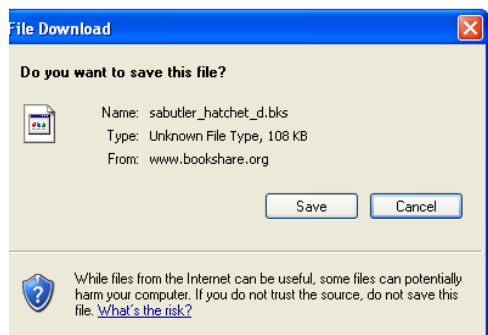
[DAISY Digital Talking Book Format](#) (112 KB)

[BRF Braille Digital Format](#) (77 KB)

This is a copyrighted book available for download only to current members of Bookshare.org.

To open this book, you will first need to unpack it using the Bookshare.org Unpack Tool that can be downloaded from the [Download Tools area](#).

6. Choose your file type and click on **Save**.



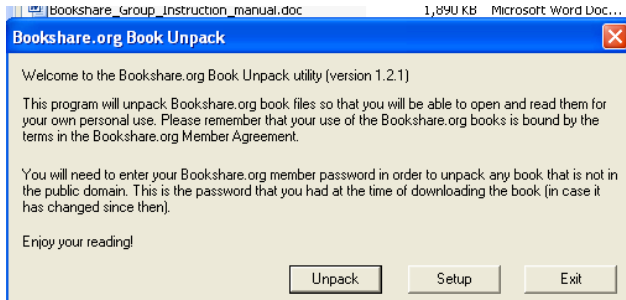
7. Save the file to the **Copyrighted Text** folder on your school network.

NOTE: Access to the **Copyrighted Text** folder is restricted to students who have been designated eligible to use copyrighted material in a digital format. You must provide a list of eligible students to your ITSS at the time you enroll your school at Bookshare.org. If you do not have a **Copyrighted Text** folder, request one through your “Bookshare Primary Contact” (see **Bookshare Procedures**) and/or your ITSS.

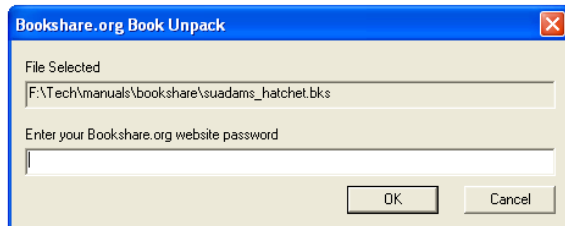
Some books are copyright free and should be saved into the **Copyright Free Text** folder, which is accessible to all students.

8. Once the file has finished downloading, the pop-up window will disappear. Then navigate to the **Copyrighted Text** folder and double-click on the file. The unpack tool will automatically open to unpack the book. Follow the instructions on the screen.

Note: If the unpack tool does not begin, it means you don't have the unpack tool installed on that computer. Ask your ITSS to install it for you.

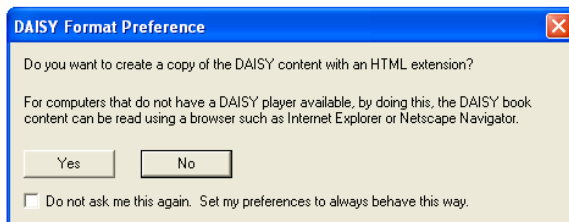


9. Type in your account password.

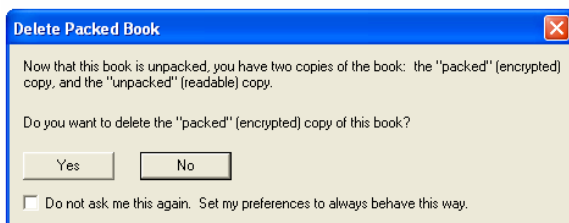


10. Tell the unpack tool where to put the unpacked files. Navigate to the **Copyrighted Text** folder and then click on **Open**.

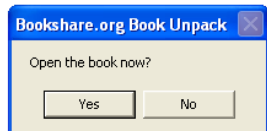
11. When asked if you want to create a copy with the HTML extension, click **Yes**.



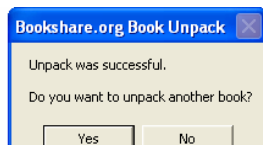
12. Do you want to delete the "packed" book? Click **Yes**.



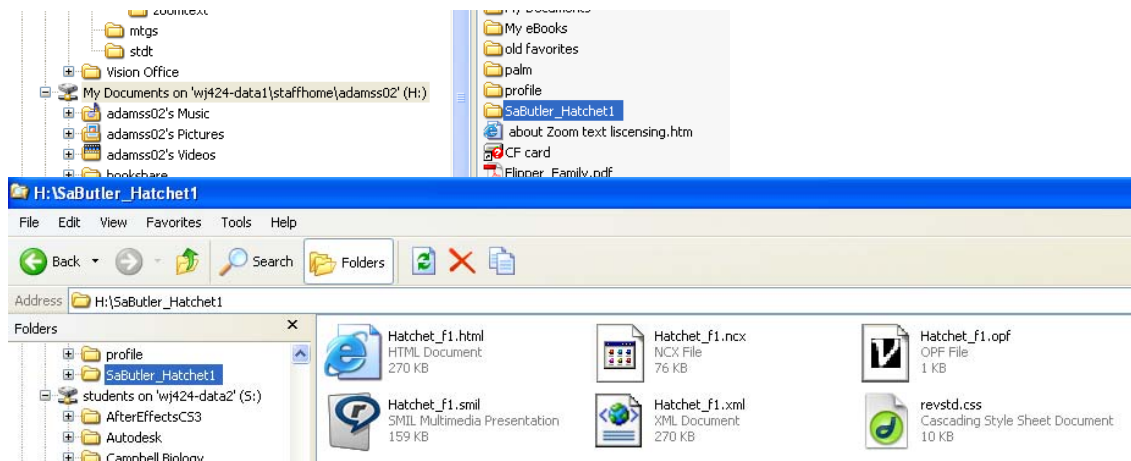
13. The unpack tool gives you the option to open the book. Click **No**.



14. Finally, the unpack tool tells you, "Unpack was successful" and gives you the option to unpack another book. If you have downloaded several books and would like to go through the unpack procedure again, click **Yes**. Otherwise click **No**.



15. The book files are stored in a folder that includes a truncated form of the students name and the title of the book.



16. The student may use a text reader such as Read:OutLoud to read the book directly from the **Copyrighted Text** folder. Alternatively, you can copy the folder of files to a CD or flash drive for the student to take home.

To open the book with Read:OutLoud

- Open SOLO
- Click on New-->Read:OutLoud (SOLO version) or Start New Work-->Read:OutLoud (SOLO Network version)
- From bottom of the Add eText window, click **Browse**
- Navigate to the location of the book
- There will be two copies of the book, one with **.xml** at the end and one with **.html** at the end. You can use either one of those versions with Read:OutLoud.

To open the book with Kurzweil

- Open Kurzweil
- Click **Open** and navigate to where the book is saved
- There will be three copies of the book. Choose the **.xml** or **.opf** version to open.

DAISY reader software is available to qualified visually impaired students through the Vision Program (contact Susie Adams). Bookshare.org provides free DAISY reader software for home use.

To open the book with a DAISY reader

- Open the reader
- Choose File-->Open
- Choose the **.opf** version to open.