

**Transcript for OER Production Series: Advanced Pressbooks (May 26, 2023)**  
**BCcampus session hosted on May 26, 2023**  
**Host: Josie Gray**

JOSIE GRAY:

Let's get started. Thanks everyone for joining on this Friday morning, at least Friday morning for me. I really appreciate your time and your interest in this topic. My name is Josie Gray, pronouns she/her, and I will be the facilitator for this session today. I'm really grateful to be joining you all from the traditional and unceded lands of the lək'wəŋən (Lekwungen) speaking peoples now known as the Songhees and Esquimalt Nations as well as the W̱SÁNEĆ Peoples. I lived here for nearly 10 years as I was going through my undergraduate and graduate degrees, so this is a place that I'm really familiar with. I no longer live here. I'm just visiting for the week, but very grateful to be on these lands. BCcampus, the organization I work for, is a provincial organization, so I'd also like to acknowledge all of the Indigenous nations who have taken care of the lands across what is now known as British Columbia for thousands of years and continue to do so. So very grateful to be here in this virtual space with you all today.

I work for BCcampus. My title is manager of production and publishing, and I've been working in open education for nearly seven years. And I've worked with Pressbooks for just as long. So it's a platform that I'm really familiar with and really grateful to be able to share it with all of you. This webinar is building on an Introduction to Pressbooks webinar that my colleague Kaitlyn hosted last week. So hopefully you had the opportunity to attend that webinar. And if not, we do have that webinar recorded. So you're welcome to go check out that recording later on if you haven't gotten some of that content. The approach we're going to take today is gonna be a live demonstration. So I'm not going to have slides, but I am gonna be going through Pressbooks and showing you how to do different things in Pressbooks. Because it's this live demonstration mode, do let me know if I'm moving too quickly, like if I'm scrolling too fast, I'm going through examples too quickly. Feel free to either put it in the chat or to send me a direct message, and I will slow down. So don't hesitate if you feel things are moving too quickly on the screen. I don't have, as I mentioned, I don't have slides, but there is a link on the slide here that has a document with links to more information about everything that I'm gonna be talking about today. If you've finished the webinar and are wondering about, wait, how did she do that? Where would I find that information? Download that document and it'll take you to where there's documentation for how to use that particular thing. So the URL Kaitlyn has put it into the chat, but if you don't have access to the chat, it's [bit.ly/pbwebinar2](https://bit.ly/pbwebinar2), and that'll take you to a Word document that you can download. My colleague Kaitlyn is here to support me, so if you have questions while we go through today, please put them into the chat, and she will do what she can to answer those questions. I will also try to keep my eye on the chat, so try to answer them as I go. But if not, we will have time at the end of the webinar for questions. So don't hesitate to put any of your questions into the chat. And with that, we will get started.

So I'm just going to pull up my Pressbooks here. This is kind of the structure of what we're gonna go through today. I'm using Pressbooks as kind of like my slides to keep me on track and

also to show examples. So we're going to... Here, let me actually start here because I've got some recap of the previous webinar.

So the previous webinar went over a lot of basic things on how to use Pressbooks. So how to create an account. We went through an overview of the Pressbooks admin interface. So what are all the different buttons for. Overview of the webbook and how it works. How to clone and import different types of content. How to write content directly in Pressbooks, and how to export files. So those are topics that were covered in the introduction webinar. And for the Advanced Pressbooks webinar today, we're going to go through how to create advanced content in Pressbooks. Specifically, I will be demonstrating glossary terms, H5P and LaTeX. We're going to talk about how to make it easy for people to navigate. Navigate your book depending on how much content you have and how you expect people to use the book. We'll talk about filling out metadata for your book. Also how to customize the formatting of your book, so the style and display of everything. And then finally, we're going to go through some existing OER that have been published in Pressbooks to see how other people have used Pressbooks to create educational materials. So that's the structure of what we're going to do today.

Let's go over to our first topic: glossary terms. So this is just the point-level view of what I'm going to go over. So first, why use glossary terms? Glossary terms are really useful for when you're introducing new concepts and terminology that are very subject specific but students might not be familiar with. So it's a way to provide key terms that they need to know and definitions for those terms. So with Pressbooks, Pressbooks makes it really easy to set up glossary terms. And it has a number of features to display those terms and allow students to get those definitions really easily. So on the screen here, you can see that the word "Pressbooks" on the screen is bold in red and it has this little dotted underline. That means that I have this word set up as a glossary term in Pressbooks. I'm in the webbook right now. And if I click that term, the definition is going to pop up right directly on the page. So that means any student that's reading on the webbook for a glossary term, they're able to get that definition right when that word is there. So that makes it really easy. Another thing that Pressbooks will do is it'll compile all of the glossary terms in your book and it'll give you a glossary list that's in alphabetical order at the end of the book. So that's kind of compiled for you automatically. And I'll show you how to do that in a moment. So let's go into the visual editor so I can show you a little bit of how it works.

I'm just going to click the Edit view and open up this chapter in the visual editor. Here you can see the word that is Pressbooks that was marked as a glossary term. It's in these shortcodes. These shortcodes are telling the platform that this term is a glossary term, and it's given an ID number so that the glossary term is connected to the correct definition. So each glossary term that you have will have a different ID number. Now you don't have to remember these IDs. Pressbooks has a way to insert them automatically, but that's how that's working. If I wanted to... Let me go down to my demonstration section here. If I wanted to set up the term "webbook" as a glossary term, what I would do is find that word where it is in the visual editor. I

will select it. And then I'm going to click the "Glossary Term button" that's in the visual editor. So I'm going to click that glossary term and a pop-up box is going to show up with the term and an empty textbox to where I can copy or write in a definition. I actually have a definition already ready, so I'm just gonna go back to copy that. I'm going to select my term, glossary term, and then I'm going to paste in my definition here. One thing to keep in mind is the term that you see here is how the term will display in your glossary list. So for example, maybe you want all the terms in your glossary list to start with a capital letter, this is where you could make that edit without actually affecting your chapter. So I could change this to a capital letter if I wanted. If you had a plural version of the term, but you didn't want it being plural in the glossary list, you could edit it there. So this is how the term will actually display in your glossary list. Once you've got your definition ready, you can click, "Insert" and Pressbooks will create a new glossary ID for that term and wrap that term in shortcode. So it does that already for you. So I'm just going to save that there.

Now when you're writing your book in Pressbooks, you might have a term that appears in multiple chapters, and you want each place that term appears in multiple chapters to always be marked as a glossary term. So once you have a glossary term created, you can insert it as many times as you want. So for example, I've got the word "Pressbooks" here again, and if I wanted to mark this instance of the word Pressbooks, I could select it. Go back up to "Insert Glossary Term." It will look for that instance of the term in the glossary list. And if it can find a match, it'll select it automatically for you, and you can just click "Insert." Now as I mentioned before, you might have different slight variations of the same word where maybe one word it's plural and you, the version in the glossary list isn't plural. So if that's the case, it's not going to find it for you automatically. It'll try to insert it as a new term. But if you know that that term exists in your glossary list, you can just go to "Choose Existing Term" and select the correct term from that glossary list. So I can just click "Insert," and it will insert it again with that same glossary ID. So they're pointing back to the same definition. So that's one place where you can add and insert glossary terms. You can also do it under the Organize tab, where it says "Glossary Terms" on the left. So this, if we click here, it'll take us to all the glossary terms that we've created for the book so far. And so this is, once you create a glossary term, this is where you have to go if you want to edit that glossary term once it's been created. But you can also add new terms from here. And so you could add a bunch of new terms and then insert them in the book later. So you can start from here if you want.

If I wanted to edit one of these terms or definitions, I just hover over the word and click "Edit." And that'll take me to this edit view where the term is up top and the definition is below. From here you can add a small number of formatting things so you can use bold, italics, and you can insert links. But that's all of the formatting that you can do with definitions. Another thing that you can do from this interface is control whether or not that glossary term is going to show in the glossary list that's compiled at the back of the book. So by default, every glossary term you create will be inserted in that glossary list. But if you want to remove a term from that list, you just uncheck this box here and click "Save." But we're going to leave it checked for now.

So now I want to show you how to actually generate that glossary list. So what we're gonna do is we're going to click "Add Back Matter." So that's going to add a page to the very end of the book. And now you're going to insert any title that you want here. So maybe you want "Key Terms," maybe you want it to be "Glossary Definition." I'm just going to go with "Key Terms." And then all you're gonna do is you're going to scroll down and find where it says "Back Matter Type" on the right side. And you're going to expand that options list and you're going to find "Glossary." So select "Glossary" from that list. If you scroll back up, a notice will pop up at the top that says "To display a list of glossary terms, leave this back matters content blank." So you don't put anything into this section here. We're just going to click "Create" and let that page generate. On the edit view, you won't see anything here. But if we click "View Back Matter," so we can actually go see that in the back of the book, it's going to take our glossary terms that we've created, put it into alphabetical order, and generate a list on that page. So this list will appear in the PDF, in the EPUB, in the webbook, it'll be in all formats. So I'm just gonna go back to my Glossary Terms page to make sure I covered everything. That looks about right. So with the webbook, you will see the pop-up definition if you click the words. In the EPUB or the PDF, you won't see that pop-up definition, but the word will be bolded automatically and students will be able to access the glossary list at the end of the book. So there's a bit of a different experience, depending on which format of the book you're using.

Let's move on to H5P. So H5P is a plugin that's available in Pressbooks that allows you to really easily create interactive activities and put them right in the webbook for students to use. There's lots of different types of H5P activities that you can create. You can do quiz questions that give immediate feedback. You can make images interactive. You can make video interactive. There's lots of different options. You can build these activities directly in Pressbooks and then put them right into the webbook for students to be able to use. Often, H5P is used as a formative assessment tool to allow students to check their knowledge after reading a section to see if they understand. So that's often a way that H5P is used. So I just wanted to show you a little bit more about the different content types. So I'm just going to open the H5P website. So this is a link that's in that document that was shared at the very beginning. So you'll be able to go back to this later. So I'm on the H5P website and it will give you a full list of all of the different activity types and a description of what they do, and an example. So if I click on "Interactive Video" here, it'll open up to a page telling me more about how that activity works. And it'll give an example where you can go through and kinda see how someone else has used that activity. So I'll just go back. As I mentioned, there's a huge range of activity types. Some of them are very simple. So the accordion here is a text-based activity. It works with like a... I'll just pop up an example. You have a title on top, and then you can expand that to see more text. So that's a very simple activity, but there are very complex activities like branching scenarios. So branching scenarios will allow a student to kinda go through a scenario and make decisions based on different prompts. And that will change the screens that they are shown and the options that they're given. So it's a much more complex activity type that has text and video and quiz questions. So there's a huge range of the types of activities that you might see. Some of the activities types are things that would work across all subject areas. So multiple-choice questions fill-in-the-blanks, image hotspots. But some of them are very designed to be probably

used in a specific subject area. So for example, Arithmetic Quiz will generate basic addition, multiplication questions automatically. So that's very subject-specific. There is a dictation one that allows someone to speak the word and get feedback based on their pronunciation. So that's more of a language activity. So there's a huge range of activities in here that it's worth time to explore for sure. Okay, so that's a bit of an overview of the content types.

One other thing I will share is about the accessibility of these content types. So whether students using assistive technologies will be able to use these activities. Not all of the activity types, content types, are accessible. In the document I shared I also have a link to this page, which goes through each of the content types and about whether they've passed accessibility testing. So before you decide to use an activity, definitely check out this page to make sure it's going to be accessible. And so that's something to keep in mind as you work on it.

Let's talk about how to create H5P activities in Pressbooks, because these are activities you can create directly in the platform. So I'm just going to go into the admin view, so we can show the editing side and the back end. So when you have a book in Pressbooks, the first thing you're going to have to do if it hasn't been done already, is you'll have to enable the H5P plugin. So to do that, you'll go to the Plugins menu. You'll find H5P in the list and click "Activate" so that'll make it so you can actually begin to build H5P activities in Pressbooks. So once you've activated this plugin, you should see an "H5P Content" option in that left side dashboard menu. And that's where you'll go to actually create the activities. So I'm just going to click that. It'll take you to this All H5P Content and you can click "Add New." Now, I've already enabled H5P in this book before, so it's not showing. There's a step here that it's not showing because I've already clicked Okay, but if you haven't enabled H5P in your book before, it's going to ask you for consent to enable the H5P hub. And what the H5P hub is, is this thing here that gives you the full list of activities already downloaded and ready to go in your book. So when you get asked to give consent, say "Yes" to give consent, so you actually get this interface here. Otherwise you have to try to upload the libraries yourself, and that makes it really complicated. So click "Consent" if it asks for consent to enable the H5P hub. So from here, it's going to list all of the different activity types that are available you can search for if you're looking for something specific and once you're ready to go. So I'm just going to take you through a simple activity. So we're gonna go through multiple choice. So you'll click "Get," "Install." You only have to install it a first time, the first time you use it, but it's usually fairly quick.

Okay, now that it's installed, we can click "Use." Here is what the interface looks like. So every activity will have a title. So that's just how you identify the activity once you get multiple activities. So I'm just gonna go "Sample question." Then you can just fill in the information. So this is multiple choice, it's a fairly straightforward activity, I would insert my question here. There are some formatting options that you can use with your question, and then you can put in all of the different answer options. So I'm just going to say "Option 1." Scroll down "Option 2," and then there's a minimum of two options, but you can also add additional options. So if you wanted A, B, C. A, B, C, D, you can add more, but I will just keep it at two. And then you tell H5P which one the correct answer is. So I'm going to say "Option 1 is correct." Scroll down.

Once I've added all the information, there's some other options you can dig into here, but I won't get into them right now. But when you're done, you've got your activity ready, you can click "Create," and it'll show you what that activity looks like. So for example, if I go here, if I say "Option 2 is right," check, it's going to tell me that that answer is wrong. So if I click "Retry, Option 2, it'll tell me that it is correct. So it gives you that kind of immediate feedback. And there's often also, you can program in responses depending on which options someone has selected. So you can give tips for students. So that's just very basic of how to create an H5P activity. I'm just going to go to see what's next with H5P. So we went over how to enable H5P, how to create an H5P activity.

Another thing I would share is on the H5P website, they have this Author Guide that's linked at the very top here. If you're looking to create a specific type of H5P activity and find you're getting stuck with how to do it, this Author Guide is a great resource to show you how each of the different activities work, because there's quite a few of them and they're all a little bit different. So definitely recommend checking out that if you're looking for more support.

Next would be how to import or embed an existing activity. So with H5P, it's very easy to use H5P activities that others have created and there's a few different options on how you can do that. So let's, I've got another option here. So I'm going to open up this *Writing for Success* open textbook that has lots of H5P activities. Just as an example, I'm just going to scroll down to where the H5P activity is. It's here. So this is a quiz. So if I wanted to use this quiz in my own book, first, I would want to check the rights of use and ensure it's openly licensed. So it's showing me the licence here. So it looks like it's all under a Creative Commons licence, so it's good to use. So I have a few options. If I want to use the activity as is, the easiest thing to do is just to embed it. So that means I can't edit it or make any changes, but I can have it display in my book. So to do that, I would click that "Embed" button and then I would copy this iframe that's here. So I'm going to copy it. I'm going to go into my chapter, just going to edit, scroll down to where I want to insert that activity. And then I'm going to switch into the text HTML view because I want to input some HTML. And then I'm going to paste in that iframe there. So I'll switch back to the visual editor and that activity will display directly in the chapter. One thing to keep in mind with this option is if the original author of this activity makes any edits or deletes that activity, that will affect your version of that activity because you're pointing back to them. You don't have your own copy. So that's something to keep in mind with embedding. So I'm just going to delete this. The other option is to get your own copy of the activity and upload it into your Pressbook. So to do that, you can click "Reuse" and then download as an H5P file. It's going to download to your computer. And you're going to go into Pressbooks. You're going to click, "Go to H5P Content" and click "Add New." Now when the H5P hub pops up, you're going to switch over to upload. And then you're gonna go to "Upload file." You're going to find the H5P activity on your computer. And then you're going to click "Use." And so that'll upload that H5P file into your Pressbook and then you can edit anything you want. So now you have your own copy of the activity. You can make edits to it as you need to.

So once you have an H5P activity created in your Pressbook, how you actually insert it into a chapter is by using these shortcodes. So kind of similar to how glossary terms work. So you can either copy the shortcode from the H5P content menu or when you're in your chapter, you can go to "Add H5P" and find the activity from the list of H5P activities and click "Insert." So it's going to insert that H5P ID number, which points back to that activity. So when I click "Save" and I go to view the chapter in the webbook, I will actually see that H5P activity where that ID code is. So that's how you insert those activities. When you're using H5P activities, something to keep in mind is that those activities will not display in the EPUB files or the PDF files. So they will only be displaying and can be used directly in the webbook. If a student is accessing the book in another format, they're going to see a notice like this that the H5P element has been excluded. But there's a link to where they can find that activity. So if they're on a digital PDF or EPUB, they can click this link and they'll be taken to that spot in the book. Or if they're using a print copy, they can type that URL into a browser and be taken directly to that activity. So that's how students can access those if they're using the different formats.

The last thing I will show you is how to view the H5P activities in a book. So if you're looking at a book, and you know it has H5P activities in it and you want to see what those activities are. You are able to generate a list of all of those activities. That's done by adding "H5P-listing" to the end of the webbook URL. So I'll show you how to do that. So for this book, I'm going to delete the chapter part of the URL because you want just the webbook URL for the homepage. Then I'm going to type in "H5P-listing." And I'm going to hit "Enter." So that's going to generate a list of the H5P activities and it will only show you the activities... Actually, I'm not sure about that. I think it should show you all of the activities that have been created. Oh, no, sorry. It'll show you the activities that have been actually put into a chapter. So for this book that we have right now, only that first activity has actually been inserted into the chapter. So that's why we're only seeing one. So I can click "Show Activity" and try out the activity from this view. So that's a way to easily see all of the activities that are in a book. Okay, so that covers H5P.

Let's move over to LaTeX and MathJax. LaTeX and MathJax is how Pressbooks handles math content in Pressbooks. So equations, those kinds of things. LaTeX is a markup language that allows you to create math equations. So I'll show you some examples of what that looks like. Then MathJax is how that markup language is interpreted and displayed in the different formats. So the LaTeX is what you would write to say, This is what I want the equation to be. And then MathJax will look at that equation and look at that LaTeX and display it so that it makes sense on the webbook. So just to show you some examples. Here's some examples of the webbook view of the difference when writing equations without LaTeX. So just using the symbols and formatting that's available to you in the visual editor vs. with LaTeX. So for some of these things, they're quite consistent. Like you can do basic multiplication, addition, subtraction directly in the visual editor just with symbols. So those are pretty comparable, but when you get down to the more complex stuff, so using fractions, using more symbols, LaTeX is a much better fit for getting visual, visually clear equations in Pressbooks. So just to show you what it looks like in the editor view, I will switch to that view. So here's where you can kind of see the difference. Without LaTeX, it looks very similar to what you get in the webbook. With

LaTeX it's a little bit more cryptic and harder to understand. So LaTeX will use a combination of numbers and instructions for different types of symbols. So for here, instead of using the multiplication sign, it's backslash to get the time symbol to display. For fractions, it uses this `dfrac` command. And then with the numerator and denominator and... blanking on the words. So each number is in curly brackets to get that to display.

With Pressbooks, you can write LaTeX directly in Pressbooks. I'm not going to go into too much about how LaTeX works and how to write LaTeX because that could be its own webinar. But in the document shared at the beginning, I gave lots of links to guides for LaTeX in Pressbooks. So there's lots of resources out there. The main thing with Pressbooks is that any kind of thing that you want displayed using MathJax, so if you want to write LaTeX, it needs to be in LaTeX shortcodes. So for here there's like an opening shortcode for  $1+3=4$  and then a closing shortcode and then your LaTeX, goes in between. So you don't have to be able to write these yourself. There is this LaTeX button in the visual editor that you can click. And it'll give you a little textbox where you can write in your LaTeX. So I'm just gonna go " $1+3=4$ " I'm going to click "Okay," and it's going to insert that already enclosed within those LaTeX shortcodes. So if I click "Save," and we're gonna go view this in the webbook. You can see that that equation has been generated with MathJax. One thing to know about MathJax is there are display options, ways that readers can customize the display of an equation. So if I right-click the equation, I have a bunch of different options that come up. So one of the things I wanted to show you is that there is the ability to make, to change the size of any equation rendered with MathJax. So what I can do is I can change all of the equations all at once by clicking "Scale All Math." So I can change the size from 100% to 200%. Click "Okay," and that equation, it's gonna get bigger. So that can help if students want to be able to see the equation, to kind of emphasize if that helps. Another thing that I can do is change. What happens if I click the equation or hover over the equation or double-click, like if I want to change the size on a case-by-case basis. So for here, I've got the zoom trigger set to click, and I'm going to set the zoom factor to 250%. So when I click on this, the equation will pop up at the size that I've selected. So all of that is customizable, which is helpful. So that kinda covers LaTeX. Let's continue.

So now I want to talk about... This is the section on navigation. So thinking about how students will navigate through your book, That's an important thing to think about because the navigation is how students can find content. So making something easy to navigate can help students find the information that they need. It can also help them develop a mental model for the course. So by having a clear table of contents, clear topic breakdowns that can help students understand the scope of the course and how topics relate to each other. So paying attention to how you structure the book and use headings and those kinds of things can make a big difference in making your course accessible to students.

So with Pressbooks. And this is something I believe we covered in the introductory webinar, but Pressbooks divides contents into... the book into parts and chapters. And that's just the terminology that Pressbooks uses. So if I were to go back to our Organize page to see the structure of this book. This here is a part. And then these things that are within that part are all

chapters. Now that terminology is just what Pressbooks uses. You don't have to use the terms, but that's what Pressbooks uses. For this book, I've got multiple parts, a few parts here. And each part has a number of chapters and that's to help show the main topics and how they relate to each other. So I wanted to show some examples of some different books on how they use parts and chapters. So this first one, *Food Safety, Sanitation and Personal Hygiene*. This is a pretty short book. It's around 14,000 words. And if I open it up and we're going to look at the table of contents. You're going to see that it only really uses chapters. So there's an invisible part here, because in Pressbooks, you must have at least one part, but it's not showing in the table of contents. But basically this book has one part and then 10 chapters. And so because there's not very many chapters, it's not a very long book. That's a workable approach for this book. Now I'm going to show you the *Accessibility Toolkit*, which is a similar size. I think it's about 14 or 15,000 words. We're going to see here that it uses two parts. And then a number of chapters. So this book is kind of unique where the parts aren't the same length. Often parts are used equally where they have the same number of chapters. But this book didn't take that approach. And that's because it's trying to group the chapters based on their focus. So it's kind of got this Key Concepts section and then Best Practices section. So that's how that book uses it. The next, the final example I wanted to show is a book that's very large. It's 250,000 words, so much bigger than the other two. This book uses multiple parts and chapters, so I'm going to just hide all contents first. What it's done here is it used parts as the chapters. So we can see that although it's using the words "chapters," these are technically parts and Pressbooks. And then each of the chapters are broken up into sections. So each chapter section gets its own chapter. So this is going to make this book much easier to navigate because we get the second level of navigation that we wouldn't get if this whole chapter went into one Pressbooks chapter. So that's something to keep in mind about, depending on how big your book is and how the topics relate to each other as being strategic about how you use parts and chapters.

Now kind of related, there's another, there's a few other options for navigation that you can add to your book. And so these are a way to kind of add a second level of navigation within a chapter in Pressbooks. So there's two options here. One is called "Two-Level Table of Contents" and the other one is called "Collapse Headings." With the collapse headings, that's something you can see that I've been using in this book. Where every heading 1 in the chapter, I can expand and collapse. So that's helpful when you have really long chapters because it allows people to be able to scan all the topics in the chapter and expand the one that they want to read. So that can be a useful thing. This will only affect the webbook because the webbook is the one that's interactive, but it can be a useful one to enable. These are both things you can enable in Theme Options and we will get to that in a few minutes. The other option is one called "Two-Level Table of Contents. So how that one works is it will add another level of navigation to your chapters where all of the heading ones will appear linked underneath in the table of contents. So you would see that in this contents bar on this side, you would also see it on the homepage. So when I, there would be a + sign here where I could see the headings underneath each of these chapters. And you would also see it in the table of contents of the PDF and the webbook. So it would affect all of those export formats. Now I've got too many

tabs open. So that's those two options so if you've got long chapters, those can be settings to use.

The last thing I wanted to cover related to navigation is internal links. So internal links are navigation within a book in Pressbooks. So for example, if I was talking about a topic that we'd covered in a previous chapter, I could put a link back to that chapter so students could go back to refresh their memory. You can link to specific sections. So for example, if you've got a table at the end of a chapter you want someone to be able to find from somewhere else. You could, you could link directly to that table. I wanted to give you an example of how you would use an internal link in Pressbooks. If I wanted to link to a specific chapter, just take someone to the beginning of a chapter, I would click the "Link" button in the visual editor, and then I would just search for the chapter title. So for here, let's say I wanted to link you to the theme, to the themes chapter. So I would just start searching and that chapter would pop up. I would click it, hit "Apply," and that link will automatically be inserted. So that's all that you have to do there. So linking to a specific chapter is very easy.

If I wanted to link to a specific section, it's a little bit more challenging. I'm just going to save this. So to link to a specific section, you need to use what are called anchors. So what you'll do first is you'll find where you want to link to. You'll put your cursor there. Then you're going to hit the "Anchor" button from the visual editor, and you're going to type in an ID for that anchor. So that's going to be how you can tell someone to go to that anchor. So this is a case-sensitive ID. You can use letters and numbers and punctuation. But I'm just going to say "internal link." And I'm just going to use that. So I'm going to click "Okay," and you'll see a little Anchor icon appear there. So I'm going to save that section. Then I'm gonna go to, let's say I want to link to that chapter from this chapter and to go to that section. So it's gonna be kind of a similar approach. I'm going to put my cursor where I want the link to be, going to click that link icon, and I'm going to search for that anchor tag. So I'm going to search for internal link. And you will find that internal link that I've created. So I can click that and it'll insert it automatically. So with the internal links going to a specific section, it's going to give you this number sign that you can edit. So if you don't want it to display here, you can edit the link text just by clicking "Edit" the settings and changing what this says. So I'm just going to change that to something that makes more sense. So I'm going to save, we'll go to View Chapter, and we'll try it out and see if it works. Click. So it does take us there. It's just because there's the collapsed headings that it's not, that it doesn't look like it takes us there, but it's taking us to this one here. So that's how, that's how internal links work.

Okay, so now let's move on to metadata. Metadata is information about your book and it's very relevant to help people find your book, to help libraries share your book, all of that information. So metadata includes things like title, author, published date, publisher, copyright information, all of those types of things that's like data about your book. So it's very important to fill in. So with most of your metadata for your book, I'm going to go into the admin view is controlled from this book info page. So let's click there. So the book info page is where you add metadata for your book as a whole. So it's where you can add and edit your title. If you've got a long title,

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times, just depending on the role that I played with that book. And then click "Save." Okay, see how we're doing for time. We've got about 15 min left.

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The final thing I wanted to kind of go through before you went through some examples is just some things about exports. So I'm going to switch back to the Export tab. Under the Export tab, that's where you can export files for your book. And I just wanted to go through some of the options. So under supported formats, those are the main formats that you need to pay attention to that are useful to know how to use. There are two different PDF options. There's a PDF for print, and so this PDF will generally have higher quality images, but it won't have links. None of the links and the book will work. So it's designed for printing. It's not really designed for being used on a computer. The PDF for digital distribution, this is designed for computer use. The table of contents will be linked so you can go to a specific chapter, and generally it's a reduced file size, so the images are not quite as high resolution. And so they are making attempts to make that file easy to download. So those are some of the differences between those two files. An EPUB file can be downloaded and used on any digital device. So you just need an e-reader app. So it can be used on a computer, on a phone, on a tablet, anything like that. The Pressbooks XML file will allow people to download your book and import it into their own Pressbook. So that's a file that can be useful if you want someone to be able to create a copy of your book or if you want to create a copy of your book. And then the last one here, Common cartridge with web links, that is something you can download and then import into your LMS. So if you want a copy of the book to display directly in your LMS, that common cartridge file is something you can use. If you need help getting that common cartridge file into your LMS, I would recommend reaching out to the support, educational technology support that you have at your institution because there'll be able to help you. There are a few other editable formats that are available here, but generally, I don't use these formats very often, so I won't go through them in much detail. So these supported formats are the main ones to be familiar with.

Okay, so the very last thing I wanted to share was just some examples of how people have used Pressbooks. I've got a few different links to books that I wanted to quickly go through. And just to show you how people have set up their books and how they have brought different types of content into the book. So the first, this is *Math for Trades* textbook. And it's got a few different things that are cool to see. So one of the things is that each chapter in this book has an audio version that's embedded at the very top. So I can click Play on this audio player and it will read out the whole chapter. So the authors took the time to create this audio version that is embedded at the beginning of each chapter. So that's a neat thing to see. I'm just going to scroll

down because there's a few other things to show. Here you can see examples of LaTeX and MathJax working in a book. So that's what this little bit larger text that you see here, it has a combination of text and numbers. It uses formatting to get things to line up. It uses fractions, so you can see some of it working there. I'll just scroll down to the bottom. You can see more LaTeX. Let me just skip to the bottom. And then at the very end, there are a number of questions that students can work through and then there is a video answers for each of those questions. So I could click Play on this video, and I could see the instructor showing me how to solve that equation. So that's a way that this book uses video, so that's neat to see.

The next one I wanted to show is this *Introduction to Criminology* book, which was very recently published. It has multiple authors. So I wanted to show you something with the table of contents where you can see that each of the chapters are being credited to a different person. So their name has been added to that chapter metadata section. And you can also see how they've structured the book that they've broken their chapters into chapter sections just to make it easier to navigate. So that's something I wanted to show. They also use glossary terms. So you can see an example of a glossary term here.

The next one I wanted to just show is this *Essentials of Linguistics* book. This book is mostly designed around a video. So it has these kinds of video lectures at the beginning where students can listen to the lecture and then it has some H5P activities for them to check their learning. So that's an interesting approach to using Pressbooks. What they've also done to ensure this book is accessible is they've included the full video script underneath. So if a student would rather just read, or if video isn't accessible to them, they still have that option with the transcript at the bottom. And this is also a great option because it means students can still access this information in the PDF and EPUB. They don't have to use the webook. So that's one example.

And then the last one I wanted to show is a very H5P heavy book, which is this *Nursing Virtual Case Studies* book. This book has, it uses lots of textboxes to highlight different types of information. And then it has these H5P activities. I'm just trying to find where they are. I think it's one more over. This is an example of a book that's used these branching scenarios to take students through, through different scenarios and help them apply their learning. So just to kind of show you different ways that people have used Pressbooks for different subjects and different content types.

Okay, with that, I think I will pause and stop and open it up for questions. So if there's anything that was unclear that you would like more, another demonstration on, any questions, definitely, this is the time. I do see a question in the chat. With Common Cartridge could specific chapters within the Pressbooks be exported into the LMS? That is a great question. I'm not sure. I think it depends on whether I believe it's the whole book that would be imported into the LMS. However, if you only wanted specific chapters, what you could do is you could clone that book into your own Pressbooks account. Take up the chapters that you don't want and then export that version as the Common Cartridge file and import that into your Pressbook,

into your LMS. So that would be one way to do it. I'm not familiar enough with Moodle to know if you can do that chapter level omission at that level, but it would be a thing to try out for sure, but there are alternatives if that doesn't work. Next question. Is the audio for the chapter an option in Pressbooks? So are you asking if it'll be generated automatically? Is that the question?

PARTICIPANT: Is it okay if I just speak?

JOSIE: Yeah. Yeah, absolutely.

PARTICIPANT:

Okay. I just noticed in the *Math for Trades* that there was that option. And I was just wondering because one of our faculty members, she found out that for the book that she is using, a lot of her students do listen. I mean, they like that audio bit. So she was trying to generate things and she was looking at all different ways. I know in LibreTexts there is an option to do that. I'm not we're still looking at that. So when I saw in the *Math for Trades* book that they had in the beginning of the chapter that link for the audio, I was wondering, is that something that you work within Pressbooks or that's a different plugin or how does that work?

JOSIE:

Right. Great, great question. So with the *Math for Trades* book, those are audio files they created and then uploaded into an audio-hosting platform and then embedded in Pressbooks. So that's not something that Pressbooks supports directly. They had to do that themselves. That's quite labour-intensive to be able to create those themselves. There are a number of plugins and tools available within browsers that work quite well if you're looking for that kind of auto-generation option. So for example, I'm not seeing it in Firefox, which is what I've got open. Usually there's a reader view, but I'm not seeing my option pop up. That's not it. Firefox has something called reader view, which allows you to have an audio player. I'm going to switch it to Chrome because I know I have it installed in Chrome. So this is a plugin that I've installed in Chrome. There's lots of different plugins that are available, so it'll kind of give you a simplified view of the page. I'm just going to switch to one with more text. It'll give you a simplified view of the page. And then there'll be this audio-text-to-speech option that you can enable. It has a computerized voice, but it allows you to kinda play and listen to the content that way. Depending on the browser, there are different options that are available to use. There's nothing that does this automatically and Pressbooks right now. So it is the process of explaining to students how they can use these different tools and where they can find them.

PARTICIPANT: Thanks so much.

JOSIE:

You're welcome. It's definitely a feature we've requested, so hopefully it comes in the future. Any other questions? Feel free to unmute. Is it possible to automatically convert a textbook written in LaTeX to a Pressbook? Not that I know of. LaTeX, like Pressbooks, is built on HTML. And so to convert LaTeX to HTML, I do not believe their support for that at the moment. The

way Pressbooks works with LaTeX is it uses, it allows you to use both at once. So you could copy, I believe, like if you had a specific equation in LaTeX, that can be copied into Pressbooks, but to convert a whole textbook into Pressbooks, I don't think that would, that would be possible at this moment. Thank you. I'm glad the demonstration mode worked well. Something we've been trying, and it's good to see that it's effective. Any other questions? I see we're at our time, but I'm happy to stick around. I really appreciate all of your time and attention and engagement today. Thank you for taking the time on a Friday. Do reach out to us if you have questions. This is what we're here for. And I hope you have a good rest of your Friday.