

Transcript for OER Production Series: Advanced Pressbooks
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Moderator: Harper Friedman

ARIANNA CHEVELDAVE:

Hello, everybody. Thanks for joining us today. Just about ready to get started. Okay. We're going to get going. All right. Hello, everybody. Thank you for joining us. My name is Arianna Cheveldave, and I'm the coordinator Open Education for BCcampus. Today, I'll be going over some more advanced topics in Pressbooks, building off of the Introduction to Pressbooks webinar that was held last week, and I see a few of you were at last week's webinar, too, so welcome back. You can view a recording of the Introduction to Pressbooks webinar by navigating to bccampus.ca/events looking for it in the past events category. With me today is my colleague Harper Friedman, who will be moderating the chat. So if you write anything there, he'll let me know.

Before I begin, I would like to acknowledge that I'm coming to today from the unceded ancestral territories of the Musqueam, Squamish, and Tsleil-Waututh Peoples, now it's commonly known as Vancouver. I have much to learn still about the atrocities committed against Indigenous peoples to colonize this land for my benefit and the benefit of my ancestors. I thank the local nations for their hospitality, and I'm committed to educating myself further on Indigenous history and modern issues.

Today's presentation will consist mainly of me sharing my screen as I navigate through and add content to a Pressbooks webbook called *Introduction to Crochet* seen here. I'll be showing you some things in the book that are all ready to go, and I'll also be creating new content. This webinar is being recorded and a folder with resources for the webinar can be found at bit.ly/advancedpressbooks. And Harper will be sharing helpful links as I go. All right. Let's get started.

Today's topics for this Advanced Pressbooks webinar include basic H5P, LaTeX, internal links and anchors, the glossary tool, footnotes, importing content, adding users, and user roles, theme options, and book information.

H5P is a tool that allows you to create interactive, reusable content that you can embed on the web, including in a Pressbook. H5P activities are useful for formative assessment, which are the kind of activities you do when you're still learning a topic, as opposed to summative assessment, which is like a final exam. H5P activities come with a Reuse button and a place to embed copyright information. So they're ideal for OER. The Reuse button when you click it, it gives you the option to download the activities as a H5P file or you can copy the content. Then this is where you embed the copyright information, the rights of use button. That's where you can see the official name of the activity, the licence, the author, the name. This makes it really easy to attribute later. There are many different H5P content types, such as multiple choice,

sort the paragraphs, image hot spots, flash cards, timeline, interactive video, and a whole lot more. You can view all these activities on H5P.org, which I believe is the link that Harper has shared with you. And they've got all kinds of great example activities up there. This is just one example. I'm going to show you this activity I've made, and then I'll take you behind the scenes to look at the editor that I used to make it. I've got this multiple choice, H5P activity. It says, "What are some common terms for a weight for yarn?" This whole book is about how to crochet. I've included thematic content. I can choose one of these answers and then check to see if I'm right. I'm going to try this one. Check. Oops, that's not right. I can try again. Let's try this one. That's correct. You see? Learner is validated at the next little star. It's great. Let's take a look under the hood.

I'm going to go to the Pressbooks dashboard by navigating to Admin of my book. This is the Pressbooks dashboard, and then I'm going to go down to the H5P content tab. So the activity is called "Yarn Weight." Click on there. Our multiple choice, H5P activity. So as you've probably figured out, this activity presents a question to learners that they may answer by selecting one of the possible answers. Learners may check their answers and receive feedback as to why their answer was correct or incorrect. A question can be answered multiple times until the right answer is achieved. You can also limit the learner to only one attempt of the question, if you wish. Let's see how it looks when I click Edit.

This is how it looks under the hood. You can see where I filled out the title of the activity, wrote the question, and then provided various options for answers. I marked the "Correct answer using a Tick Box." I also added a message under Tips and Feedback. I chose a message to display when the correct answer is selected. If I wanted, I could also add tips that would appear when I hovered over different answers. I could also answer, pardon me, I could also provide different answers to display based on how well the learner did overall in the activity, feedback based on their score. I suppose that's when you can include multiple questions in a multiple-choice activity. So right here at the bottom, we can see the heading Behavioural Settings. That shows you a whole bunch of different settings. I can toggle. I've enabled the Retry button, which lets the student try to answer more than once. And I've also enabled the Show Solution button. So they can give up and just show the solution if they want. And I randomized the order in which the answers appear. There's all kinds of different settings down here, but those are a few interesting ones. If I scroll back to the top of the activity, and I click this arrow that says Metadata. I can see the information that appears when I hit the Rights of Use button. I've entered the title, the licence, name of the author, and the year of the activity it was made. As you can see, it's very easy to provide all the information needed so that someone can attribute your activity and re-use it. Very convenient. As I said, there are tons of other H5P content types out there besides multiple choice. This is just a very simple example. If you want to learn more about what you can do with H5P, I recommend the H5P Kitchen, which is a website created by BCcampus's own Clint Lalonde, and our friend Alan Levine. The whole site is designed to teach people about creating H5P activities for OER. Let's go back to the Book. Next chapter.

Another useful tool to have in your Pressbooks toolbox is LaTeX. I know that looks like the word latex, but it's pronounced lay-tech. LaTeX is a math markup language that is used to create automatically formatted documents and mathematical and scientific expressions. If you want to create OER and you teach something like math, chemistry, physics, or finance, learning LaTeX could be beneficial. Here, I have a few equations written without the use of LaTeX. Some were typed using only the keys on my keyboard, and some use special characters from the special character bank in the Visual Editor. The first equation $5 \times 7 = 35$ is perfectly fine without LaTeX. You don't really need it. The next equation $4a - 1 = 15$ is acceptable looking. The manually italicized "a" variable is not perfect looking when you consider what commercial math textbooks look like, but the meaning is clear. Then the third equation, $\frac{3}{4} + \frac{1}{8} = \frac{7}{8}$ looks clunky and is inaccessible to someone using a screen reader. The $\frac{3}{4}$ are represented by a special character, so that's good, but the $\frac{1}{8}$ and $\frac{7}{8}$ are not proper fractions. Screen reader would not correctly interpret this equation. Then this fourth equation, does an integral, looks just plain terrible. No good at all. Scroll down. We can see those same four equations written in LaTeX. The first equation with the simple values and basic operation looks pretty much the same. It could take LaTeX or leave it. The second algebraic equation looks slightly better in LaTeX and the "a" variable is formatted to look more like a math term automatically, no manual italicizing required. If I hover over this, you can see... for a second. I have my settings enabled to there...

I can change the settings in Pressbooks to have a different zoom trigger. So right now, it's click. Where it was hover. That's cool. Especially if you have someone who has trouble seeing things at the regular size, hover over it, make it larger. Anyway, that's going to an aside. The third equation with the fractions is a lot more consistent looking, and now the technical meaning of the equation is tied to its visual representation. They're all real fractions, so they'll be read out properly. That's great. Then this fourth equation with the integral looks miles better than it did before. LaTeX makes it easy to have a value in both the superscript and the subscript without putting one closer to the base value than the other. I've made the pi over 2 large, so that's easy to see what it says, but I can make it smaller if I wanted. You can change the size of different symbols in LaTeX aside from the zooming, anyway. I'm a bit of a LaTeX nerd. I don't know if you can tell. Okay, now we've looked at that. Let's go to the Edit view so you can see what LaTeX actually looks like.

That was rendered in LaTeX, what does raw LaTeX look like? It's ugly. That's okay. And maybe it's a little intimidating looking. That's okay too. But let me explain what we're looking at here. First of all, we have these LaTeX short codes. You see the beginning and the end. It says square bracket, LaTeX and at the end, it says square bracket forward slash, LaTeX. These short codes indicate that the text contained within them is LaTeX. You can either write out short codes yourself or click this Insert LaTeX calculator button on the third row of the Visual Editor toolbar to generate the short codes. I usually just write them because I write enough LaTeX that's easy for me, but if you want to generate yourself, you just go Insert LaTeX. Just like that. Very easy. Shortcuts. Then it says a line here. I'm not going to explain every line of this, but I just wanted to point out what we're looking at vaguely. It says a line because that's an environment within

LaTeX that makes everything all lined up nicely. That is vaguely what we're looking at. These are very basic examples of how LaTeX can be used. LaTeX is a very powerful markup language that can nicely format virtually any mathematical expression. LaTeX can produce many special characters and output many different operators. If you want to learn more about LaTeX, check out the LaTeX Questions Answered section in the *Pressbooks Guide* by BCcampus. If you need any help with adding LaTeX to your OER, feel free to contact LaTeX support at bccampus.ca and someone will be able to assist you. Okay Let's get back to it.

Are there any pressing questions in the chat right now, Harper? Yes, no.

HARPER:

Yes. So Brendan had a question regarding H5P. So I guess just because you didn't show what the H5P activity looked like. He was wondering about, was there a place to store H5P before putting it into your book as in, like, Can you create the H5P without having it show in the actual book itself? And how can you put it into the book?

ARIANNA:

Great question. Okay. So the way that the H5P Content Hub works is I can create an activity, I can just say Add New and then I'm not going to create a whole activity on the fly here. But I'm just going to put nothing in it. And an example. How do I do this? Something like that. I'm going to click create. Add a question. I thought I did. Does that work? Good enough. So I just created the activity. It just exists in the H5P Content Hub. It doesn't exist anywhere in the book right now. And thank you for pointing out that I failed to show how to insert the activity. If I go back to the H5P chapter where I have this multiple choice activity and I click Edit, then you'll see that there is a short code here that says H5P ID equals one. And over here on this brand new activity I created, it provides a short code to insert this new one. It says H5P ID equals three. So if I just copy and paste this short code anywhere in the book, then this will up here. Like so, just like that. And if I decide, actually, you know what, I don't want that there. I don't want that anywhere. I'm not sure what I want to do with this yet. Then it's gone. But I still have the activity in my H5P Hub. It is just sitting there waiting for me to embed it somewhere. Does that answer your question?

BRENDAN:

Yeah. Thanks, Arianna. That's great. Yeah. So my whole idea was, whether we can create these H5P activities within Pressbooks rather than going to the h5p.org. Create them there, and then you know, insert them you know, as the narrative is created of the text, if you know what I mean, Yeah. I'm creating an OER. I have someone else working on the H5P activities, and we're kind of trying to figure out where we could store them because I want to review them as well. And, you know, we were trying to find the best place to do it because, you know, creating an account with H5P is only for that person, so I can't really directly access it. And I was trying to get into my Canvas site and, like, you know, we did that, but I thought there must be an easier way of doing it. So I guess creating it within Pressbooks itself will allow me if I do the collaborative thing, you know, we can both access them at time, if that makes sense. Yeah.

ARIANNA:

Yeah, I think you should be able to. I don't know a ton about the user role settings regarding H5P activities. If you're both administrators of the book, you should be able to access everything.

BRENDAN:

Exactly. That was the thing. Yeah, so we could both access and make changes, edits or whatever.

HARPER:

Yeah. I was about to say the same thing. I believe as long as both of you have administrative privileges or like user roles, you should both be able to access everything in all the settings in the book because I believe if you have even the second-highest one, I don't think that person can access the H5P settings and that sort of thing. As long as you're both admins, I'm pretty sure.

BRENDAN:

Highest of things. Okay, great. Thanks for pointing that out. That's great for me to know. Okay. Sorry for taking away from.

ARIANNA:

No, it was a good question. Thank you, Brandon.

HARPER:

There was one other question in the chat. It was regarding LaTeX. And somebody asked, "Is LaTeX able to do bookkeeping and accounting questions?"

ARIANNA:

I don't see why not. LaTeX, it's often used to create entire documents using separate software from Pressbooks. Most of my experience with LaTeX is just using it to add a little bit of "jeuje" to a Pressbook. I'm less experienced with creating an entire document. I know it's not what you said, but I'm just thinking in terms of making a whole book or a worksheet or something. I'm not sure what kind of special characters you might need in bookkeeping. But there's tons of really complex scientific symbols and Greek symbols and stuff like that available in LaTeX. I'm guessing that whatever you might need for bookkeeping would be available. There are some options for creating tables and stuff using LaTeX. You can create tables and Pressbooks too, though. The answer is, I don't see why not. Can LaTeX be used in H5P? I don't know. Harper, do you know?

HARPER:

I think in some H5P, I do think that you can use it in. I do think you can use LaTeX and H5P. I'm not sure if it's restricted to certain types of H5P activities. But for example, in *Math for Trades*, I

believe that they use LaTeX in several of their questions in their H5P questions. But I'm not 100% sure of which H5P content types you would be able to use those in because as you are showing here, it might need a little bit more futzing to make it work in certain types and some H5P question types might be more just equipped to handle that. But that's a good question to look into.

ARIANNA:

Yes. That is a good question. Harper, do you think you could share? I feel like we sometimes have trouble with the H5P activities in *Math for Trades* though and getting the LaTeX to show right. So I was going to say could share the link to that book. But the answer might be, no, it doesn't always work. So yes, more research is needed on that one, good question. Okay. Any more questions at this time? None in the chat.

All right. Sounds good. I'm going to move on to the next part of our webinar, which is about internal links. When a link in an open textbook leads to a different website or OER, we call that an external link. When a link, when a link goes from one section or a chapter of a book to another within the same book, we call that an internal link. I'm going to demonstrate how to make one. It's a little different. It can go a little differently for making an external link. It's not that much more complicated, but let's just go through it. Because it's very useful to link from one chapter to another, and I'll show you how that looks. First step, navigate to Edit view of the chapter where you would like to insert a link. I plan to insert a link right down here, so that's good. In Visual Editor, select the text you want to link. I want to link to a chapter called "First Pattern." I'm going to link to this phrase "first pattern" because that's a good descriptive link text that tells you exactly where you're going. Step three is select "Insert Edit Link on the Visual Editor toolbar. That is this button, or you can use the shortcut Control K, which is how I prefer to do it because I make links all the time. In the textbox that appears, either type in the chapter or part title that you want to link to, or you can paste a URL. I want to show you how it looks to search for a chapter. This first pattern chapter. That's what I'm looking for. It just comes up. It just knows everything in my book. It comes up just like that. Select the desired chapter, and then I'm going to hit this blue arrow that says Apply. So there, let's hit Preview, and see how that looks. Reach "First Pattern" here. And it takes me right to the chapter. Excellent.

Similar to an internal link is something called an anchor. An anchor is a link on a web page to a different part of that page or a link from one web page to a specific part of another one. I've created one anchor on this page that goes from the first internal link section to the end of the chapter to a section that describes how to create an anchor. If I click this "Learn how to create anchor." It'll hop right down here. It'll skip all over this filler text I added in the middle. Go right down there. That's very convenient, especially if your students are needing to hop over a page. So let's go over how to do that. Let's navigate to Edit view of the chapter where you would like to insert an anchor. Check. In the Visual Editor insert your cursor where you would like to place the anchor. I would like to place this anchor at the beginning of the internal link section, right where the text begins, and then select the Anchor button on the third row of the Visual Editor toolbar. That's this one that looks like a ribbon. Then says "Type in a descriptive identifier for

your anchor." For example, if you're creating an anchor beside "Instructions on how to make croissants," your anchor might be called "croissants." In this case, I am going to write internal links as my descriptive identifier. Click okay. And then I need to save the page. Next, I have to select the text that I'd like to link to the anchor. And since I want to go from the anchor section of the bottom page to the top, I need to insert the link down here. Let's pretend I didn't have that there. Okay. Let's select the text that I would like to link to the anchor, and then I'm going to insert Edit link. I have to type the name of the anchor that I just made into the textbox that appears. So I called it "Internal links." And it looks a little confusing because there's a lot of the same words here. But this little hash tag indicates that it's an anchor, and then it tells me what chapter it's in, and the chapter is called "Internal Links," and then it says it's an internal link, which is extra confusing, but that's the anchor that I was looking for. So we're going to hit Apply. Then I'm going to hit Preview and see how I did. Okay. In the chapter. I'm going to click my "How to create an anchor internal link." anchor. Now we're here. Go to the bottom. "How to set up an internal link." That should take me to the top of the page. Yes, I did it. This is live television, so that's always a little nerve racking. But I did it. All right. That is a very handy thing to know how to do.

Next, I wanted to talk about a couple of useful features, the glossary and footnotes. The glossary tool is an excellent feature in Pressbooks for open textbooks. This tool allows you to create and insert glossary definitions throughout your book. Pop-up definition that students can click and then put away. It's very helpful. You can also create an automatically generated list of alphabetized glossary terms in the back matter. Very useful. Demonstrate I'm going to create a glossary term in a glossary page by following these steps. I'm going to go to Edit view. In the Visual Editor, select the text to which you would like to apply a glossary definition. I would like to define the word glossary and a good practice is to insert a glossary definition, the first time the term appears. Then you may wish to insert if you have multiple chapters in your book and the same term comes up more than once. You may wish to insert the definition the first time, it comes up in a new chapter, but that's up to you. But in this case, I want to define "glossary." What I'm going to do. This is the glossary. Then I will click the button, the Insert Glossary Term button on the third row of the Visual Editor toolbar, which looks like a file folder. Check that the term going into the glossary is correct. You may want to change the verb tense or change the noun from plural to singular. In this case, this is exactly what I wanted. I wanted the word glossary. Then you need to write a suitable description for the term. I've got one ready to go. Glossary, an alphabetical list of terms and their definitions in relation to a specific subject. I'm going to click Insert. Now there are short codes wrapped around the word glossary. We love short codes today, that indicates that there is a pop-up glossary definition that will appear waiting in the wings. We're going to have a preview. We can see how it looks. Now you can see that the word glossary is underlined and it's highlighted, makes it look very appealing to click. I'm going to click it. Then I can see that the pop-up definition is right there. Very handy, and then I just exit away, goes away. That all looks good to me. Now, if I want all my glossary terms to appear in one place, I have to create a glossary, and I'm going to show you how to do that. So on the Pressbooks dashboard, under the heading Organize, we can see the option to add a bunch of different things to the book, and a glossary belongs in the back matter of a

book. So I'm going to select Add back matter. Then on the right hand side of the page, I can see this heading that says Back Matter Type. This will allow me to select what specific kind of back matter I want to add. There's a very long list of things I can choose from here, but I'm looking for glossary, there is right there.

Sometimes when I'm looking at Pressbooks on the back end, I don't know if this happens to other people. I can't always see this back matter type drop down menu. I don't know why. It just Pressbook says not today. There's a couple ways to make sure you can see it, if this ever happens to you. I'm zoomed at 150% right now because I want you all to be able to see what I'm doing. But for my own self, I can zoom out a little to 133%, and then I can see it. That's nice. The other option is to go to Screen options at the top here. This allows me to toggle on and off a bunch of different boxes on the Editor view. And one thing I can change is the layout. Right now, I have everything displayed in two columns. But if I do it to one column, then everything displays just fine. I can change the back matter type if I want to, which was the whole point of this. But I like to work in two columns. That's what I'm used to seeing, so I'm going to put it back. Yeah. That's a brief interlude because this is a problem I have on the regular. Maybe you experience it too.

All right. So we have the glossary back matter set, and I know that set because there's this blue banner at the top that appeared when I chose Glossary as my back matter type. It says, "To display a list of glossary terms, leave this back matter content blank." Now we're going to give the glossary page a name such as glossary or key terms. I like classic glossary, we're going to stick with that. As I said, we're going to leave the content of the glossary page blank. This will ensure that the page automatically populates with the terms which are in the book. It all looks good. I'm going to hit Creates. Then if I go to Organize, front matter, the main body parts. Then I can go to Back matter and I can see the glossary is there. I'm going to click View. Now I can see all of my glossary terms listed in alphabetical order. Of course, it's only one, but still technically alphabetical order. It's very convenient that that's just automatically populated. I don't need to fuss around with alphabetizing things and I don't need to edit the definition in multiple places. If I decide I want to change it slightly, all I have to do if I want to make a change is go. If we look under Organize, here again, we can see this table says Glossary terms. This is where I can view all of my glossary terms in the entire book. I can see if I'm ready to find something, I can see how I chose to spell something, stuff like that. Then most importantly, I can edit things. There is a Visual Editor for glossary terms, so I can technically add a little bit of HTML if I want. But all the Glossary Terms editor will support is bolding italics in links, so you can't do anything like an ordered list for a bulleted list. So you know. But say that I wanted to make a change here. I don't like the word alphabetical anymore. I want this to say alphabetized. So I'm going to make my change and then hit Save. Then I will show you that if I hit refresh. This says alphabetical. Now it says alphabetized. Then this says in the chapter where I originally inserted my definition. It says Alphabetical, Hit Refresh, that might not work because what was it? That says Alphabetized. So easy. Can make all my changes in one place. That is my glossary.

All right. And then the other thing I want to show you here was footnotes. Generally, footnotes contain additional information that appears at the end of a page in the webbook and at the bottom of a page in export formats. So I wanted to add a footnote to my section on footnotes that links to the *Pressbooks User Guide* section on footnotes. Let me show. I can create a footnote by following these steps. In the Visual Editor, place your cursor where you want to insert your footnote. I would like to insert my footnote here at the end of the sentence that ends with the word footnotes. I've got my cursor there. And then select the footnote button on the third row of the Visual Editor toolbar. That button looks like three horizontal lines with a superscript one, like that. And then there is a pop-up box that appears. It says "footnote content." Now you can either type your footnote into the box and select Okay or you can select Okay without typing anything. I'm going to do the second option. And then you can see that filler text that appeared in my pop-up box, that is now in my text. It says, "Enter your footnote content here." And we have more short codes. To be an advanced Pressbooks user, you need to get comfy with short codes. If you didn't write out your footnote in the last step, you can do so now between the short codes. If you want to add any special formatting to your footnote like boldface or italics, you can do this now. This is not possible in the footnote pop-up box, which is one reason why I prefer to work just in the Visual Editor. I'm going to have content ready for my footnote. Then I'm going to hit Preview to make sure I'm happy with my footnote. Now we see a superscript one right here. If I hover over it, then the text of my footnote is actually, I can actually read it. For more information about footnotes, see the *Pressbooks User Guide* section on footnotes. But I might go, wait a second. Is there a link there, so I'll click it. Then I'll bring me right to the bottom of the page. I can see that my footnote has automatically been inserted at the bottom of the page beneath this horizontal line. I didn't need to do anything to make that happen. It just automatically appeared. I can navigate to the footnote by clicking the superscript number. I can read it here. "For more information about footnotes, see the *Pressbooks User Guide* section on footnotes. I can click that link. Takes me more information. Great. Then if I went on to navigate back to the place where the little 1 appeared, I can just hit this arrow. Take right back. Super easy. Harper, are there any questions in the chat at this time?

HARPER:

There was a question that Brendan asked to me, and I did answer his question, but it's always good to pose to everybody else. He was asking if you could create, like a glossary list outside of the back matter? And I told him that kind of as you showed. You can only have to create that automatically generated glossary term list in the back matter, but you can create manually your own glossary term list wherever you would like within your chapters, if that makes sense?

ARIANNA:

Before the automatic glossary tool was available, lots of people just created their own manual glossaries, and it works just fine. It's just a little more manual work.

BRENDAN:

Yeah. Thanks, Harper. It was just like, you know, it just seems more relevant to create it at the end of each chapter is what I was thinking. You know what I mean to have all the glossary for a

chapter at the end of each chapter rather than, you know, having it at the back matter, in the back matter. That's all.

ARIANNA:

No, that makes sense. And Harper has shared a link to a more fleshed out, automatically generated glossary term list that you can take a look at if you'd like. Something that I have done in the past. Sometimes what I'll do is I will have when I'm creating the glossary term, I will edit the um the name of the term so that in brackets afterward, it'll say what chapter the term first appeared in. That was for a book with, like, a lot of chapters. This book doesn't have numbered chapters, but say, if I just wrote Chapter one.

BRENDAN: Okay. Yeah.

ARIANNA:

Yeah. And then it'll appear just like that. That's one way to do it. But that won't alphabetize things that all the Chapter one terms appear in the same place. So yeah, you may wish to create your old manual glossary at the end of each chapter too. That's a completely valid way to do it.

BRENDAN:

Okay. And just another question while I have you. Regarding the footnotes, is the numbering of the footnotes done by chapter or how is it done by page or how does it work?

ARIANNA:

That's a great question. The books I work in don't always have a ton of footnotes, but I would expect that all of them, they're numbered just the numbering is continuous throughout the book and it starts at one when you first start making footnotes. Does that sound right, Harper?

HARPER:

Sorry. Could you repeat what you were saying? I was fixing a mistake I put in the chat. Brendan was asking about footnote numbering. Does it automatically restart in each chapter or is it continuous throughout a book?

HARPER: I can't I think it does start over in the chapter. Though, I'm not 100% sure.

ARIANNA:

Yes. That is a good question that I would have to do some experimenting to figure out.

BRENDAN:

Okay. Thanks.

ARIANNA:

Thanks. All right. Any more questions at this time? Seems okay. All right. We've worked a bunch in this book. We've talked a lot about how to create content in Pressbooks. In the spirit of open

licences and avoiding reinventing the wheel, if not required, let's talk about how to import and reuse content from elsewhere. Firstly, we can clone a book if we wish. If you don't want to create an entire book from scratch, you see an open textbook that you really like, but there's some things you want to change. You can adapt it, and you can start by cloning the book. By cloning the book, we can create a separate copy of a book at a different URL that contains all the same content as the original. Something to note is that the book you want to clone must be public and have a licence that allows cloning. You may have to change the privacy settings and the licence of your book. If you want others to clone it, and if you're trying to clone someone else's book, then you have to make sure that they actually allow it.

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I'm going to show you this book right now. This book is called "Teaching Apparel Production." It's by Sherry Deaton at the University of Arkansas. I'm allowed to import content from this book without conferring with Sherry. I don't know her. I'm allowed to import this content so long as I attribute the author because there is a Creative Commons Attribution licence on it. And the only requirement to use stuff in there is to say, Hey, this is where I found it.

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so I'm going to say Begin Import. And this shouldn't take very long. There we go. So now we have this page, which lists all of the content from the book we're importing. On the left, we can check all of the books and chapters that we do want to import. We say, Yes, I want this one. I don't want that one. And then the chapter I want is called "Overcast Stitch," there's probably other good content in this book, but this is the one that I'm looking for at this time. I say "Overcast Stitch," and then there's all these little radio buttons on the right. And they say where in the book this is going to appear. This is the front matter. If I did choose to import this, it would automatically go into the front matter of my book. I could change it if I wanted right now. This radio button says that this is going to be a chapter. And since I don't say front matter or back matter, it's just going to appear in one of the main body parts of the book, which is what I want. I've just got that going. I'm also going to make sure to click this thing at the very bottom that says "Show imported content in web." That means it'll be shown immediately. I'm ready to go. I'm going to click Import Selection. How did it do? Okay. That was weird. All right. Import Selection. This should not take very long as I'm only doing one small chapter.

I guess I should show you what the original chapter looks like, so you can see the difference. This is "Overcast Stitch" in "Teaching Apparel Production." This has all of the styles associated with the original book. There is an image, there is some headings. A few headings, here's the table at the bottom. I go back over here. The import is completed. It's automatically brought me back to the Organize page. If I scroll down, I can see the imported chapter in the Advanced Pressbooks part of the book. This is the first main body part, so it's just automatically gone in there. So Let's see how this imported chapter looks in my book. It's imported over the author information, which is great, so I can be sure that I am properly attributing the original author. If I scroll to this chapter, I can see how well it's been imported. There's an image. Great, heading bolding, more images, the table, that's great. I noticed that there's some extra bolding on the headings, probably because the original author styled their book that way. I would probably remove that styling and use the text editor to check out the HTML to see if there's any other extra styling that I would prefer to remove. Sometimes when you import a book, you get a bunch of junk HTML. I prefer to keep my HTML very clean, don't add a lot of extra stuff, so I would go take a look and see, is there anything I want to clean up. Since this book is from an American Institution. The University of Arkansas, and I am Canadian. I would probably also evaluate this chapter to see if there are any American spellings or units of measurement that I would like to change. Yes, says colour, COLOR. I would add a "u" in there. And I would be allowed to make those changes because of the open licence on the book.

It's neat that the attribution information is already embedded in the chapter. You can see at the beginning of the chapter, the original author, Sherry Deaton is credited. Sherry is also mentioned in the copyright statement at the end of the chapter right here, which this copyright statement differs from the copyright statement on most of the other chapters in this book that attribute me as the author.

If we go back to the Glossary tool in Footnotes chapter. You can see that it says, I am the author. That's great if someone is trying to find the source of this particular chapter. They just

go right down to the bottom, and they can see it's by someone different. It's very important to give credit where credit is due even if a book has an open licence that allows you to reuse content. That doesn't mean you get to pretend that you made someone else's book chapter. You need to appropriately attribute content that you borrow. It's essential. It's required by the licence.

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Okay. Let's switch gears now and talk about users. Once you have a book on the go in Pressbooks, it's possible that you will want to collaborate with others on it. We can add new users by going to the Pressbooks dashboard and then Users. On this page, you can see all the people who've been added to this book and their roles. You can see that my account, A Cheveldave, has administrator access. Below is Harper's account, which has editor access. What's the difference exactly? I think Harper went over this a bit in the Introduction Pressbooks webinar, but to refresh, there are five levels of access in Pressbooks. In descending order of power, they are administrator, editor, author, collaborator, and subscriber. Pressbooks created a table called User Roles in Pressbooks, and that can be found in the user guide, *The Pressbooks User Guide*. This table can help us understand what powers each kind of user has and Harper will share that link. Every role in succession has slightly less power than the level above it. Note that every kind of user can comment if comments are enabled in a book, as well as read public chapters. If you want to give someone total control over a book, you can make them an administrator. An administrator can manage users and settings, add, edit, publish, and delete chapters, and read private chapters. The user who creates a book is automatically its administrator. If you want someone to have control over all chapters in the book, but don't want them to have control over the settings or users, make them an editor. If you want someone to add content to a book, but not to control what other people add, make them an author, and author can add, edit, publish, and delete chapters, but only their own; they have no control over anyone else's chapters. If you want someone to create content for a book, but don't want them to be able to make chapters public at will, make them a collaborator. A collaborator can add and edit their own chapters, but they cannot publish them. Finally, if you want someone to be able to look at content in your book, but don't want them to add or publish any chapters, make them a subscriber. You can enable the settings to allow subscribers to view private chapters if you wish, making this role ideal for a peer reviewer. Say that I want to add another user to my book.

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If we go back to Theme Options, scroll down a little, we can see you can also enable language and script support for alphabets and languages other than English and the Latin alphabet. By default, Ancient Greek is already supported in the Pressbooks theme, that's great. But if we scroll through this dropdown menu of languages, we can see languages like Arabic, Chinese, Japanese, Korean, and we can even do musical notation. That's pretty cool.

Then finally, on the Global Options page, I turn your attention to the textbox colours. These are all the different textboxes you might need. Textboxes for examples and exercises and key takeaways, learning objectives. You can change all those colours here. You can edit the colour of the header, the header background, and the background of the body. All you have to do is you can write in the hex code or you can use colour picker and make whatever changes you want. And it will just apply automatically to everything.

Next, we have the Web Options tab, and these options, as you may have guessed, only affect the webbook. I can choose to display the part title on each chapter. That means this is the Advanced Pressbooks part, and then the "Internal Links" chapter is in the Advanced Pressbooks part, and then I close that. I can see the Advanced Pressbooks right here in the top right corner. This can be helpful for navigation as learners will be reminded exactly which part they're in whenever they open a new chapter. I can also choose to collapse sections headed by heading one within a chapter. I'm going to select this option and show you what it looks like as a lot of people choose to do this.

We have internal links, show you what that looks like again. These are heading ones. I'm going to hit Refresh, and now we see that they have collapsed. Then I can open them. Choose. I can minimize them. It's great. Great. Some learners will like this view for the way it divides the chapter's content into its constituent parts so that the reader may navigate directly to what section they want. Some readers will open up every single heading on the page when they first open it because they like to see everything at once. That's why it's an option.

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All right. Thank you so much for coming along for the ride with me today at this Advanced Pressbooks webinar. That's all I have for you today. The resources for this webinar will be posted on the Events page on the BCcampus website. Check back there soon for links and recording. If you register for the webinar, then you should receive an email with those links as well. And you can access a NextCloud folder with the script that I have followed and a list of relevant links for this webinar at Advanced Pressbooks. Harper will share that link. We have one more webinar in our OER Production Series this August. It's called Universal Design for Learning and Open Educational Resources. It will be held next Thursday, August 29 at 10:00 a.m. Pacific. You can register for this webinar and others by BCcampus at bccampus.ca/events That's what I've got for you. We have about 11 minutes left in our all time. So if we have any more questions in the chat or from people who have not posted in the chat, then I'm happy to answer them. Harper, is there anything outstanding in the chat?

HARPER:

There was a question from Julian about what videos in H5P and those sort of web options would look like in a PDF. I did give an answer, but I thought it might be a good idea to show what the automatically generated box looks like .

ARIANNA:

Yes, Good idea. One second. I'm going to go back to Export, which is where I can find all of my exports. I'm going to open up Firefox, and I'm going to scroll down to the H5P chapter. This is where my. This is where my H5P activity is embedded in the chapter. You can see H5P, multiple times, where it's interactive in the webbook. But in the digital PDF, there is a notice that says "An interactive H5P element has been excluded from this version of the text." You can view it online here. Then if I click it, it will take me to the right place in the book. It looked funny there for a second, I think, because I have the collapsible headings on. But that is how students who are using an offline version will be directed. They'll be informed that there is an interactive version available on the web. Certain authors have gone so far as to make offline versions of H5P activities. As far as I know, Julian, just asked about exported ePubs. Will an exported ePub have an interactive H5P activity in it? As far as I know, they will not. Yeah. BCcampus has put a lot of time into looking into options for offline versions of H5P activities. Harper, do we have an

article or something somewhere listing these options? I'll have a look through the *Pressbooks Guide*. Yeah. This is something we talk about frequently. How do we handle this problem? Some textbooks. Find one recently. Some textbooks will create an offline version. It's easier with some activities than others. For instance, there is and there's a type called fill in the blanks and a version a textbook that in the Export version, they just created a textbox that they listed the options and then they told you to select it, or if you've got a print copy, you can write it in yourself, stuff like that.

HARPER:

Yeah, I shared *Math for Trades*, Volume one, because in all of the *Math for Trades* books, they have their kind of like offline quiz options. So they have all of their H5P activities within the book. They have an appendix in the back matter, where they have just written up all of their H5P activities, but in-text, And I believe they also use kind of the HTML version of, like, fill-in-the-blank so that it is accessible for people using screen readers so that it reads correctly what it means. And then also it's apparent to people in the PDF and that sort of thing.

ARIANNA:

Yeah. Thanks, Harper. I agree with Julian's comment. "In an ideal world, the user wouldn't have to leave the book to play a short piece of audio if you're using a downloaded version." And that's true. But this is what we're contending with at the moment. Yes. Very good question. And something I should have mentioned before. Are there any other questions at this time? Either that I missed in the chat or that someone wants to speak up? Okay.

BRENDAN: Very quickly. If I understood correctly, the links for some of the versions of the textbook. Let's say for the H5P activities. They do not necessarily link out of Pressbooks, is that correct? Or have I misunderstood it? Like for the H5P activity, do they go to H5P.org? It's already created within Pressbooks, if it is created within Pressbooks?

ARIANNA:

Even if it was created within h5p.org, you can download the activity and then just upload it right to your book. It'll stay within the book. It's embedded. You don't need to anywhere else. Yeah.

HARPER:

If there are any explicitly external links, though, say that, maybe Arianna had linked in her book a link to an outside website, in the PDF version, it will still link out to that site that was originally linked to. So it won't take you to the link in Pressbooks where you can find the external link. So all kinds of normally inserted links will just go directly where they're meant to go. But specifically in terms of H5P video, audio, that sort of thing. If they're just portions that are not included in the PDF, they will directly link to where they are in the webbook.

BRENDAN:

The preference is for everything to stay within, as far as possible, within Pressbooks?

ARIANNA: Yeah. Any other questions?

BRENDAN:

I had a question, but it's maybe unrelated, but it's just regarding attribution if you had adapted stuff from different OERs on the same or different sources or whatever on the same page. What is the best to attribute that? You know, something that comes up at the bottom, as to where the material can come from. But if there are particular sections that come from particular sources, more than one source, what's the best way to do that? Is it just you have to do it as an in text rather than showing up at the bottom of the page? Did you get what I'm saying? Sorry, I don't.

ARIANNA:

Oh, no, you're very clear. This is a very common question in OER because we have the freedom to adapt from many things. I have posted a link to the BCcampus, *Getting Started Guide*, which has all kinds of useful information, including a chapter on citation and attribution. It lists an example attribution section. Yeah, it's very common to list all of your attributions at the end of a chapter, even if you have lots and they're from different sources. Just try to be descriptive in your attribution to say like right here, it says under text attributions. Text under the "What are Your Learning Preferences and Learning Styles Headings" is from this chapter in this book by this person. I've adapted it this way. And this is the licence. Yeah. So the key is to be...

BRENDAN:

Yeah, sorry, go ahead. Sorry, you should have interrupted. Go ahead, please.

ARIANNA:

That's great. The key is to be specific and make sure that other people who are reading your work and saying, Okay, I'd like to adapt that. How can I know who to give credit to. They know, this person made this and this person made this. That's the key.

BRENDAN:

Yeah. I guess, so you can be as descriptive as you want. So that's a good thing.

ARIANNA: Yeah. More information is better.

BRENDAN:

Yeah. Let's say you have the first five sentences in there, in the page has come from one OER? The next has come from somewhere else. I just I was trying to figure out what the best way to attribute it to do the attribution without having in-text stuff. I was just wondering if there is a way. But I guess from what you're saying is that to basically specify maybe even like the first five sentences up there are from this, the next five from here. I don't know. Is that the best way?

ARIANNA:

I've never seen an example quite that assembled. That's an intriguing idea. Yeah, if it's at the end of the chapter, then I think it's, you know, if it's not disrupting the flow of reading, I don't think there's anything wrong with being hyper specific.

BRENDAN:

It's rather than having in-text citations within it is too much and it'll bog down the eyes. I was just trying to figure out I'm running into that issue like with each page. You may be adapting it for a page, you're adapting it from different sources. That's a bit, I know some people don't do it. They just put the list all of the reference without saying which sections were taken from which one, from which source. They will list out the sources at the end as in here, as in what you're showing, but they don't say which sections have come from which source, if that makes sense.

HARPER:

Yeah. I'd say that's probably the most common that I see is people say one chapter is a mix of five different sources. They'll just say, "This chapter is adapted from and then list all of their sources, which I think is acceptable. But if you do want to be hyper specific, you can be, similar to what's in the text attribution here where these specific sections are from this person, and these specific sections are from this person. But I wouldn't worry too too much about being that hyper specific, I think, because yeah. We've done a couple adaptations where I don't think we were that hyper specific of, like, you know, this section was from this person or anything. It was more of a like "This chapter, we adapted it from these chapters" because also if you're being that hyper specific, but then what if you change like a couple sentences from those five, you know, I don't know, maybe you added a "u" for "flavor" of the US textbook. I think that level of detail, I don't think matters. It's mostly about making sure you tell people, hey, this is not all of my original work; part of this work is somebody else's, and this is where you can find that. And it's less about, I guess, like citing in kind of so hyper specifically. It's more about like, Hey, this is just letting you know this is not all my work. Here is where you can find other people's work.

BRENDAN:

Okay. No, I think that's great. And thanks for that clarification then because, I was just wondering what is acceptable, right. Okay. That gives me an idea then. Thank you. It's less work. I mean, I'll be giving attribution, but it's also less work. I get that people want to know they can connect with me, right? Yeah.

ARIANNA:

Yeah. Making yourself available. That's a good option, too. Yeah. Good question. All right. And unless we have any more burning questions that brings us to the end of our time. Silence. All right. Thanks again, everybody. And I hope you have a great rest of your day.