

Blurb BookWright Guide

Welcome! Nice to see you.

Blurb's new bookmaking tool, BookWright, was designed to be as intuitive to use as possible—but no two minds think alike. And everyone can use a little guidance along the way. Use this guide to get started with BookWright and discover new features.

If you have questions or feedback, please get in touch at www.blurb.com/support

Let's get started!

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BookWright Anatomy

Design your covers
Design your cover (or covers) and choose the paper type

Manage your pages
Add, rearrange and delete pages using the thumbnails

Background
Make changes that will be applied to all pages across your book

Edit page layout
Edit the layouts of your pages by adding image and text containers or using predefined layouts

Add and sort photos
Open the photo library to add photos to your book project and organize them so they are ready to add to your pages

Zoom slider
Zoom in and out of your pages

Show trim guides
Know where the page is trimmed for print books

Show guides
Movable guides to help align containers

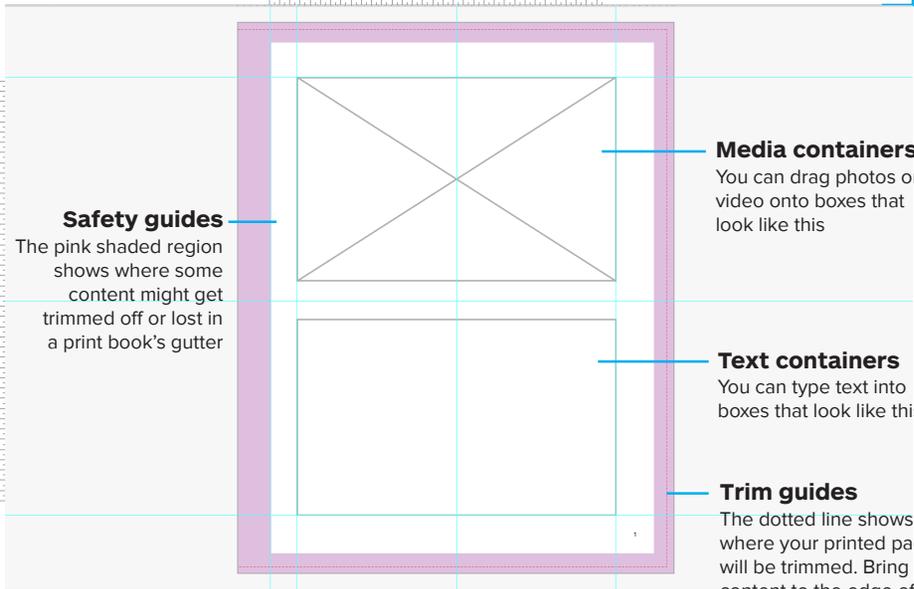
Show rulers
Use rulers to get precise design for your layouts

Preview your book
See what it will look like printed or as an ebook

Review errors
Review any warnings – like cut-off text or low-res images – and our suggested fixes

Upload your book
Choose which formats (cover, sizes, ebook, etc.) to publish

Main toolbar
Toggle through the main options for editing, review, and publishing your book



Safety guides
The pink shaded region shows where some content might get trimmed off or lost in a print book's gutter

Media containers
You can drag photos or video onto boxes that look like this

Text containers
You can type text into boxes that look like this

Trim guides
The dotted line shows where your printed page will be trimmed. Bring content to the edge of the pink shaded area to ensure a full bleed.

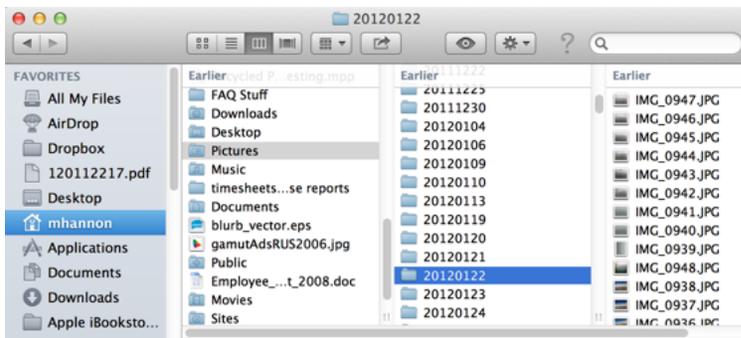
Importing photos

Before you can start laying out photos on the page, you need to import them into BookWright.

There are two ways to do this:

Method 1: Import

1. Click on the  icon in the main tool bar
2. Click on the  icon on the left of the image strip
3. Navigate to where you keep your photos



4. Select your photos and click Open.

They should now appear in the image strip.

Method 2: Drag and drop

Wherever your photos are on your computer, you can just click and drag to move them onto a page.

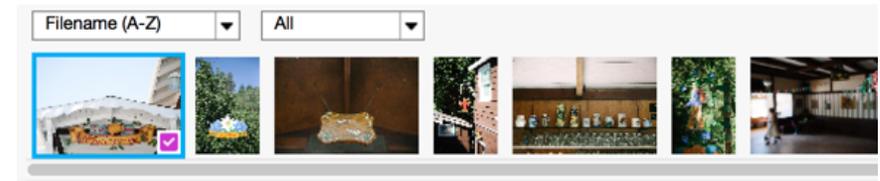


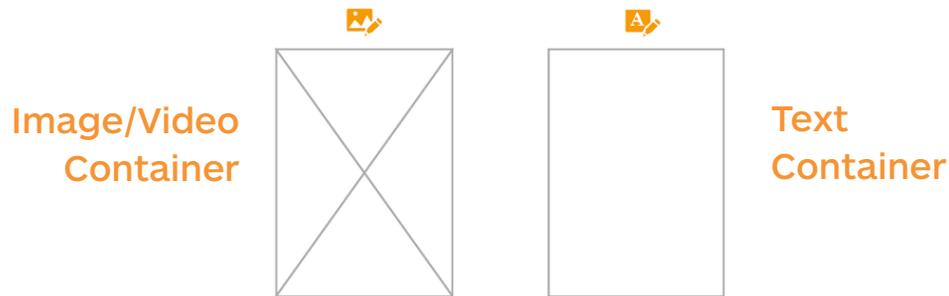
Image Strip

Hint: Sorting photos

You might want to sort your images in BookWright's photo library. You can sort by name or date. The purple check means that the image has been used in the book.

Creating layouts

Layouts are arrangements of image and text containers. Some people prefer to add images and text ad hoc to a page, and some people prefer to create layouts first to then fill with images and text.



You can create your own layouts by accessing the layout tools under the  icon in the main toolbar and drawing image containers and text containers on your pages. To draw a container follow the steps below:

1. Click on the  icon in the main toolbar to access your layout tools.
2. Now click on the  icon to draw an image/video container or the  to draw a text container.
3. Click and drag your mouse across the page to draw a new container.

We've included some predesigned layouts to give you easy access to professional-looking designs such as photo-with-caption or a full-bleed page. You can drag and drop layouts onto your page from the Layout Strip.



Moving and resizing containers

After you've drawn an image container, you can:

Move the container around on the page

1. Position the cursor inside the container (near an edge) until a cross arrows (+) sign displays
2. Click and drag to move the container

Adjust a container's size and dimensions

1. Hover your cursor over the little white boxes on the corners and edges of the container until a black arrow displays
2. Click and drag to change the container

Adding images to your pages

To add photos to your page:

1. Open up your image section  in the main toolbar
2. Then simply drag and drop the image onto a page or into an image container.

Cropping and resizing images

When you place an image on a page or in an image container, you can edit it in one of three ways:

1. Cropping an image by resizing the container
2. Editing an image within a container
3. Filling a container with an image

Cropping an image by resizing the container

Grab onto the edges of a container and drag to resize it and change which part of the image shows.

To zoom in (or out) on your image:

1. Click on the image
2. Use the slider to zoom in and out

Cropping an image by resizing the container

Grab onto the edges of a container and drag to resize it and change which part of the image shows.

Editing an image within a container

1. Hover your cursor over the center of the image container until you see a hand symbol
2. Click and drag to move the image around within the container

Filling a container with an image

You can also automatically fill the container with an image by clicking on the container and then on this  icon in the popup image editing tools

To zoom in (or out) on your image:

1. Click on the image
2. Use the slider to zoom in and out



Rotating images

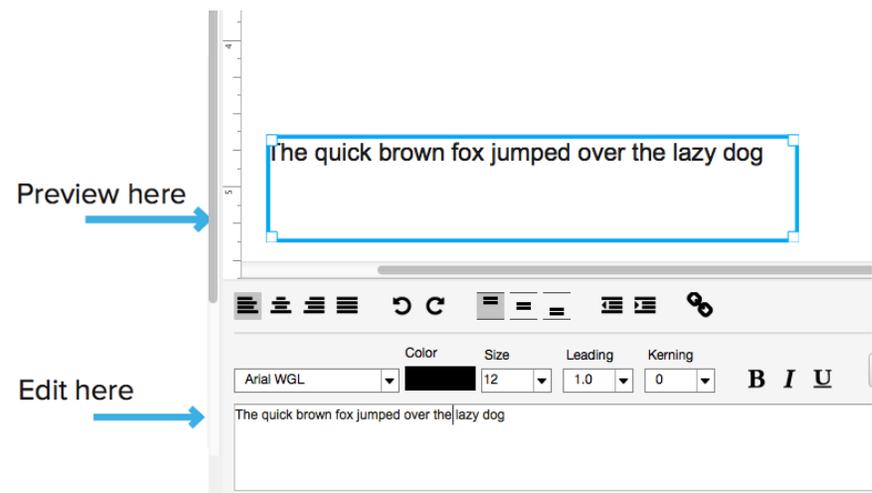
To turn an image clockwise or counter-clockwise:

1. Click on the image to open the editing tools
2. Click on the rotate tools to turn your image

Adding text to your page

Adding text is easy. Simply draw a text container and start typing.

1. Click  icon in the main toolbar to access your layout tools
2. Click  icon to draw text containers
3. Click and drag to move your container on the page or to change its size
4. Click into your container to open a text editing panel below



Linking text containers

Flowing text from one text container to another is helpful when you're rearranging or adding blocks of content that will span multiple containers or pages.

Here's how to do it:

1. Draw two or more text containers

2. Hover over the first container to see the text flow button



3. Click on the text flow button in the first container and then click into the second container

4. Start typing or copy and paste into the first container then click "Update Text Flow" to flow text into the second container

Page Backgrounds

Use the Backgrounds function to add page numbers, headers and footers, background colors, or other design features on all pages of your book.

Access Backgrounds by clicking on the icon at the top left of the main toolbar



Adding or deleting page numbers

1. Click on the  icon
2. Choose an option from the menu for where you'd like your page numbers to appear
3. Click add
4. Simply delete this container in order to delete page numbers

Note: You may need to make the container larger in order to easily delete it.

Add headers or footers

1. Draw a text container on the Backgrounds page where you would like the header or footer to appear
2. Type the content into the container

Add a background color

Under the main menu bar, find Apply Page Color under the Edit menu and select a background color for the pages.

Designing a book cover

Cover design shares the same basic elements as page design: images, text, and background color.

Access the cover by clicking the  icon at the top left of the main toolbar

1. Use the  button to work in layout mode (just like when you're working on pages)
2. Click the button to draw a text container
3. Type the book's title, a subtitle (if there is one), and any authors' names. It's important that this information matches everywhere that your book is displayed.
4. Draw another text container on the spine of the book and enter the title and author information there, as well. Use the rotate button to change the orientation of your text.
5. Use photo containers and background color to add any other visual design to your cover.

Setting spine width

BookWright is pretty clever; the width of your spine will adjust automatically based on the number of pages in your book and the selected paper type.

When you select your paper weight in BookWright, you're setting up a spine width specific to how thick your book will be, which means your cover design will be accurate in your printed book.

How to select paper weight

Use the drop down menu at the top left to select the paper weight that you plan to use for your book.

A note about dust jacket flaps

Only dust jackets have flaps, so if you want to use them to include an author bio, author headshot, plot synopsis, summary, etc., make sure that you design the Hardcover, Dust Jacket cover type.

Quick font tips

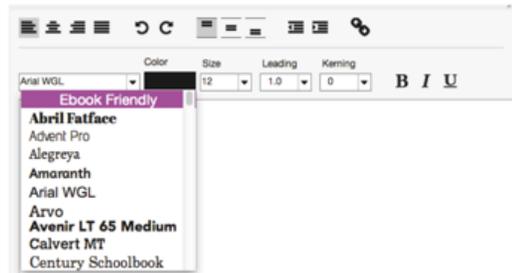
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Amaranth
Avenir
Courier New
Didot LT
Droid Serif
Exo
Helvetica Neue LT
Josefin Slab
Lora
Museo
Open Sans
Philosopher
Proxima Nova Condensed
Roboto
Times New Roman WGL
Ubuntu
Zemke

Advent Pro
Arial WGL
Calvert MT
Crimson Text
Roman
Economica
Francois One
Jockey One
Jura
Marvel
Museo Sans
Oxygen
PLAYFAIR DISPLAY SC
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