# RNIB Bookshare Update, March 2020

In this edition, we respond to the COVID-19 scheme; tell you how to access lots of free resources; provide instructions for uploading content; and celebrate RNIB Bookshare soaring towards half a million books in the collection.

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## Our response to COVID-19

We hope you are all well during this strange and difficult time. Here at RNIB Bookshare, we thankfully continue to stay healthy and available to support our customers. Though all staff will be working from home; the service will continue to run and you can still reach us in the usual ways, via email bookshare@rnib.org.uk, telephone 03003038313, or through the website [www.rnibbookshare.org](file:///C%3A%5CUsers%5Cascott%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CHPWPLV7F%5Cwww.rnibbookshare.org).

We will be running at reduced capacity, as our volunteers will not be able to support us during this time. In addition, we are dealing with membership requests and home learning access as a priority. This means that you may experience a longer than usual waiting time when submitting book requests, or a call for support, but we will come back to you. We thank you for your patience and understanding. In the meantime, please view our suite of ‘How To’ videos, which can be found here: <https://www.rnibbookshare.org/cms/help-center/training-films>

## Giving learners access

During this time where the majority of children are learning from home, it is even more important that teachers and school staff add their learners to their school’s RNIB Bookshare membership.

Using RNIB Bookshare at home will allow learners to be independent or supported by a parent in their home learning and able to access the resources they need in a format they can read. Please make sure you [add your learners](https://www.rnibbookshare.org/cms/help-center/how-do-i-add-members)!

### Quick steps

* Log in
* Go to "My homepage"
* Go to "Members" or "Manage your list of learners"
* Select "Add a member"
* Complete the details and "Save"
* Let your learner know their log in det

If you have any difficulties accessing accounts, you can contact us at bookshare@rnib.org.uk or call on tel 03003038313

## Parental access

We have had a number of requests from parents who are unable to contact their child’s school and set up membership to RNIB Bookshare during this time.

We are offering an alternative method of joining for those unable to gain access through their institution during the COVID-19 pandemic. Should you require access, either as a learner, or on behalf of a learner, we would ask you to please email us, bookshare@rnib.org.uk providing us with the following information:

* Proof of disability
* First name (parent)
* Last name (parent)
* Email address
* Home address
* Home phone/mobile
* School name and address

Ordinarily learners may only join through their school, college or university – and do not need to provide proof of disability. We ask for proof of disability in these exceptional circumstances, as, if not registering through the institution, we must have some method of identifying who is eligible. To find out who can use RNIB Bookshare, please visit: <https://www.rnibbookshare.org/cms/bookshare-me/who-qualifies/qualifications>

In compliance with GDPR, all data is held on a secure Salesforce based CRM system. No personal data, including proof of disability, will be held nor stored anywhere other than on this secure server.

We will review memberships provided during the COVID-19 arrangements again once learners are able to return to school-based learning.

## Uploading content

To submit books to RNIB Bookshare UK Education collection:

* Go to [www.rnibbookshare.org](http://www.rnibbookshare.org)
* Go to ‘[My Homepage](https://www.rnibbookshare.org/home)’
* Select ‘[Volunteer Home](https://www.rnibbookshare.org/cms/get-involved/volunteer/my-volunteer-home)’ from the left menu.
* Select '[add books to the collection'](https://catalog.rnibbookshare.org/submitBook) to access the 'Add a Book' page.

If you are not taken to the ‘[Submit a Book](https://catalog.rnibbookshare.org/submitBook)’ information page, please contact us (EdCollection@rnib.org.uk) and we will set up the ‘Volunteer Level 1 Permissions’ on your account.

**Please note:** Any boxes that you are not directly referred to in this guide can safely be ignored.

### File types accepted

We accept book files in EPUB2, EPUB3, RTF and PDF. We can use your EPUB or RTF file to automatically make the title available in a range of accessible formats. Where you supply a PDF only, the book will only be available to download by our members as a PDF.

### Step 1: Upload the File

1. Select file by clicking ‘Choose file’ and navigating to the file location on your computer.
2. Leave scan quality as 'excellent'.
3. Add an [ISBN 13](https://rnib-my.sharepoint.com/personal/stacy_scott_rnib_org_uk/Documents/Documents/RNIBBookshare_ManualBookSubmission_VolunteerLevel1_29Jan20%20%282%29.docx#_What_is_an) (no spaces or dashes) which enables the system to pre-populate some of the metadata boxes.
4. Comments box – add any relevant information, such as ‘scanned PDF put through OCR’ or you can leave this blank.
5. Select ‘Next’ (the page will change automatically change once the file has uploaded).

### Step 2: General Book Information

1. Add any related ISBN 13s (no spaces or dashes) where known.
2. Complete the following metadata fields (these should auto-fill, you will just need to edit/add information where necessary):
* Title
* Author(s)
* Subtitle etc. (where appropriate)
* Publisher
* Synopsis
1. Language should be already set as English (change for foreign language books).
2. Select ‘Next’.

### Step 3: Distribution Rights

1. Select appropriate 'Copyright License' box.
2. For copyrighted files add 'Holder', 'Year' and 'Country of Origin' (default UK).
3. 'Country Availability' is default United Kingdom.
4. Select ‘Next’.

### Step 4: Classification

1. 'Categories' - at least one needs to be added if not already populated by the system.
2. You can select 'Back' at any stage to check input.
3. Select 'Submit'. A confirmation page will summarise some of the book information you have submitted.
4. Select 'Add another book' or ‘Submit a Book’ to restart the process!

The book will then be sent to the RNIB Bookshare team, where the file and metadata will be reviewed. The file will be either approved or rejected.

* Approved: The book will be live on the site and you will receive an email notification.
* Rejected: You will receive an email containing the reason for rejection (missing metadata, poor quality, corrupted file etc.).

### Other stuff

### What is an ISBN number?

ISBNs are 10 or 13 digit codes identifying specific editions of a book. They're sometimes written with hyphens.

ISBN codes are usually listed on a book's back cover, bar code, or copyright page. Searching by ISBN ensures that you find the exact edition you are looking for. Additionally, in this case it enables us to ask the publisher for the version/edition you need.

## Latest stats

We are absolutely thrilled to announce that RNIB Bookshare has just under half a million books in its collection! We never could have dreamed that we would be able to provide our subscribers with access to so many books. We want to thank all volunteers for uploading content and a massive thank you to all the wonderful publishers who have sent us content to make this possible.

We are also delighted to note that as of 29th February 2020, we have near 22,000 learners subscribed to RNIB Bookshare and near 11,000 staff, through 9,000 institutions. We have had a total of 290,000 books that have been downloaded to date. As the content has dramatically been increasing, so has the number of customers using RNIB Bookshare. We are delighted by this and look forward to watching the numbers continuing to grow.

## Publisher update

We have been joined recently by some wonderful publishers and have seen a massive increase in the number of books we have received from existing publisher partners. For example, we have a staggering 96,000 books from Taylor & Francis; over 82,000 from Springer nature; 40,000 from Bloomsbury; 35,000 from Hachette; 31,000 from Harper Collins; and near 35,000 books from Wiley. The majority of publishers are now providing their entire backlist, as well as new materials.

We will be issuing press releases in the coming months, to celebrate the publishers who provide so much help and content to support our learners.

If you have a publisher in mind and you would like us to contact them to request a partnership, please do let us know by emailing, bookshare@rnib.org.uk.

## Charlie’s story

Last year, we had a great opportunity to share with learners, educators and publishers just what RNIB Bookshare can do to support the education of our learners with a print disability.

Charlie Beeston talked to RNIB about what RNIB had done to support him. He was eager to tell us how RNIB Bookshare had helped. He uses his books on his laptop and uses large print text.

"It would have been almost impossible if I didn't have RNIB Bookshare. I'm doing my GCSEs at the moment and being able to come home and revise independently."

He went on to get amazing grades, able to meet his potential. Charlie says that he would never have got these grades without the help of RNIB Bookshare and the accessibility of the course texts that really made the world of difference. You can read the full story at:

[Charlie’s story](https://www.rnibbookshare.org/cms/charlies-story).

Charlie has helped us to tell more organisations, parents and learners how helpful and empowering it can be to let a learner use RNIB Bookshare independently, and we are proactively encouraging this as a way of using RNIB Bookshare.

We would love a story from a FE/HE learner story to share. They are really valuable to use with publishers and funders as well as promotion. If you know a learner who is loving RNIB Bookshare, could they share it with us? If so please get in contact.

## The Orbit Reader scheme

RNIB has partnered with VICTA Children, to provide Orbit Braille Readers to young people with sight loss, living in the UK, for 10% of the normal retail value.

Orbit Readers are available to those who meet the above criteria and who are aged between 3 and 29.

To find out more and to apply, please visit: <http://www.victa.org.uk/grants/> or call on 01908240831.

## VitalSource expands help to UK/IR

VitalSource has joined with leading publishers to help ensure students can continue to access quality digital course materials due to a recent and rapid campus shift to distance-learning. To find out more, please visit:

<https://get.vitalsource.com/vitalsource-helps-ukir>

## Dolphin EasyReader app

If you have not yet discovered this accessible, and completely free, reading app, it’s a great way for learners to access a title from RNIB Bookshare on an electronic device. Dolphin have developed it to work specifically with RNIB Bookshare and it will now read any file format we carry, including EPUB and PDF.

Teachers can easily assign books from the RNIB Bookshare collection, to the reading lists of print-disabled pupils. Children and students can then use EasyReader to download and read these titles in the way that best suits them:

“No blind or partially-sighted pupil or student should be without this - accessible educational literature combined with top tech.” Allan Russell of RNIB Connect Radio

“"I can't fault it, which is rare. Easily one of the best free apps for VI folks. Extracting text from anywhere & reading it with ease. This app has made a real difference already. “ Marc Gulwell, Android user

Need help finding and reading accessible textbooks? Follow these simple steps to find, download and read accessible titles from RNIB Bookshare with Dolphin’s free accessible reading app; EasyReader.

### Step 1: Download EasyReader for FREE on your iOS or Android device

1. Discover EasyReader by visiting [www.YourDolphin.com/easyreaderapp](http://www.YourDolphin.com/easyreaderapp).
2. Download EasyReader for free on your iOS or Android device from the [iOS App Store](https://apps.apple.com/gb/app/dolphin-easyreader/id1161662515) or [Google Play Store](https://play.google.com/store/apps/details?id=com.yourdolphin.easyreader).



### Step 2: Sign in to EasyReader or create a Dolphin Account

Now you’ve downloaded EasyReader, you’ll need to sign in to get started. To do this:

1. Open EasyReader on your iOS or Android device.
2. When you first open EasyReader, you will be provided with some useful information about the app, including the option to log in to the app or create a new account.
* You can sign in using either an existing Google Account or your Dolphin Account.
* If you do not have a Dolphin Account or a Google account, choose “Sign up for a new Dolphin Account”. You will be asked to enter your email address and create a password. (If you are under 13, you will also be asked to enter your parental email in order to give you consent). Once you’ve created a new Dolphin Account, you will receive an email from Dolphin with instructions to activate your account.

Need help signing into EasyReader? Here are some short videos which may help:

* [How to activate your Dolphin Account](https://yourdolphin.com/en-gb/support/videos/playlist?id=42&vid=1187)
* [How to sign in to EasyReader with a Google Account](https://yourdolphin.com/en-gb/support/videos/playlist?id=42&vid=1340)

### Step 3: Sign into RNIB Bookshare

Now you’re signed in to EasyReader, you need to sign into RNIB Bookshare in the app. To do this:

1. Open the side menu in EasyReader to view a list of available libraries
2. Choose RNIB Bookshare. If RNIB Bookshare is not displayed, simply choose “Manage libraries” and then enable RNIB Bookshare from the list by selecting the switch next to the library name.
3. Once you have chosen RNIB Bookshare from the side menu, you will be asked to sign in with your RNIB Bookshare account. If you do not have an RNIB Bookshare account, please visit [www.rnibbookshare.org](http://www.rnibbookshare.org) to find out how to get signed up.
4. Now you’re signed in to RNIB Bookshare, you will be able to use EasyReader to browse through the thousands of accessible titles available through RNIB Bookshare.

### Step 5: Start reading

Rated the world’s most accessible eBook reader by EPUBTEST.org, EasyReader makes reading an absolute pleasure for people who are blind, partially sighted or dyslexic. With EasyReader, you can read titles in your preferred text size, your preferred colours, with a choice of natural sounding voices and so much more. EasyReader also offers seamless support for Apple’s VoiceOver and Android’s TalkBack screen readers.

You can also create your own personal reading list with RNIB Bookshare by logging into [www.rnibbookshare.org](http://www.rnibbookshare.org). Your reading list will then be available in EasyReader ready for you to read.

Here are some more useful resources to help you get the most reading accessible titles with EasyReader:

* Find out more about EasyReader by visiting [www.YourDolphin.com/easyreaderapp](http://www.YourDolphin.com/easyreaderapp).
* See EasyReader in action by watching these handy [video tutorials](https://yourdolphin.com/en-gb/support/videos/all?id=23)
* Get help with specific tasks with [EasyReader’s in-product help](https://yourdolphin.com/en-gb/support/categories?product=ts)

To find out more, please explore the below sections in this newsletter, or visit:

[More about Dolphin EasyReader](https://www.rnibbookshare.org/cms/help-center/dolphin-easyreader).

## RNIB Bookshare and Dolphin EasyReader webinars

RNIB Bookshare and Dolphin will be hosting a number of free webinars, to support those using RNIB Bookshare alongside the free Dolphin EasyReader app. Please do sign up and see all times and dates below:

* Friday 27th March, 11am [https://zoom.us/webinar/register/WN\_pdwE1FXcS0CUKwnCqdXofQ](https://protect-eu.mimecast.com/s/8G9qC27gocp6DxoT2KPdQ?domain=zoom.us)
* Tuesday 31st March, 3pm

<https://zoom.us/j/119995186>

* Thursday 9th April, 10am

<https://zoom.us/webinar/register/WN_Ew9bvP3IT-ONDIYD8gUE3Q>

* Wednesday 22nd April, 12.30pm <https://zoom.us/webinar/register/WN_TBFfN6Z0RLi3mFFrUqqVUw>

## Dolphin EasyReader Training Videos

Dolphin have produced a number of videos to help you and your learners get the most out of using the free app. These can be viewed below:

* EasyReader video app (not RNIB Bookshare specific)

[https://youtu.be/RAJyS6dcvOg](https://protect-eu.mimecast.com/s/uwiFCLvY2hRXz7zFBXQfM?domain=youtu.be)

* Read RNIB Bookshare PDFs, with the FREE EasyReader App

[https://youtu.be/X\_1g0bw6\_7A](https://protect-eu.mimecast.com/s/0wBrCMJE2hq9n7nHkaj55?domain=youtu.be)

* How to read RNIB Bookshare PDFs with EasyReader (with & without VoiceOver)

[https://youtu.be/phguB9zVNKk](https://protect-eu.mimecast.com/s/xdeJCNYE2i09gzgsjg8Tc?domain=youtu.be)

## Free Access to SuperNova for three months

During this time, Dolphin have offered their magnification programme, SuperNova, to any visually impaired person, completely free of charge, to better support those now learning from home. They are also offering a wealth of resources and webinars. To find out more and get a copy, please visit:

<https://yourdolphin.com/en-gb/news?id=480>

* Learning at Home Webinars:

<https://yourdolphin.com/en-gb/news?id=481>

* Resources and offers in Updated education pages including offers/resources during the COVID crisis:

<https://yourdolphin.com/en-gb/products/education>

## DAISY webinars

The DAISY Consortium along with leaders in the accessible publishing and reading ecosystem will be presenting on a diverse range of topics each week. You are invited to participate in the live webinars, or afterwards review the recording at your convenience. The system they use (Zoom) is accessible, and both the live sessions and the recordings will have captions available. These webinars will include presentations intended for industry events such as the CSUN Assistive Technology Conference in California, the London Book Fair, the Canadian Tech Forum event, as well as new sessions covering announcements and innovations.

You can sign up for the latest information using the webinar only email list at:

<https://daisy.us7.list-manage.com/track/click?u=35211fe5dce066db327cadb21&id=c0c0c0f413&e=06a13dd617>

The presentation topics will change each week. If a topic is of interest you can sign up using the link located below the title.

* The first webinar, which will be held on April 1, 2020 is titled “Helping Higher Ed Students with access to accessible course material during the COVID-19 crisis” exploring some of the innovative considerations the industry is making to support students at this challenging time:

<https://daisy.us7.list-manage.com/track/click?u=35211fe5dce066db327cadb21&id=6d5c25a035&e=06a13dd617>

* 8th April 2020 will be “Publishers Faceoff to Prove the Accessibility of their titles.”

<https://daisy.us7.list-manage.com/track/click?u=35211fe5dce066db327cadb21&id=5ef8116421&e=06a13dd617>

* April 15, 2020 will be “Create EPUB publications from Word with a simple tool anyone can use”

<https://daisy.us7.list-manage.com/track/click?u=35211fe5dce066db327cadb21&id=ed4aa4d471&e=06a13dd617>

* April 22, 2020 will be “Making Math Accessible, One Step at a Time”

<https://daisy.us7.list-manage.com/track/click?u=35211fe5dce066db327cadb21&id=82d339151c&e=06a13dd617>

The full list of forthcoming and archived webinars will be available at:

<https://daisy.us7.list-manage.com/track/click?u=35211fe5dce066db327cadb21&id=273052c718&e=06a13dd617>

DAISY will be keeping this webinar series running throughout 2020 as a primary mechanism to keep people up to date on developments in accessible publishing and reading. They encourage anybody with a question, suggestion, or a proposal for a webinar to contact them at:

<https://daisy.us7.list-manage.com/track/click?u=35211fe5dce066db327cadb21&id=733a99a07e&e=06a13dd617>
or email them at webinars@daisy.org
The DAISY staff will review proposals and arrange the schedule.

## Keeping in touch

We are keen for our customers to know that we do have a dedicated team, who are always happy to answer your queries. Please do contact us if you need any support:

Email: bookshare@rnib.org.uk

Telephone: 03003038313

Please do follow us on Twitter, @RNIB Bookshare or follow us on Facebook: <https://www.facebook.com/RNIBBookshareUK/>

We are always keen to hear your feedback and would most welcome any comments or feedback for our storyboard:

<https://www.rnibbookshare.org/cms/our-stories-board>

We hope you all remain safe and well at this time.

Thank you and warm wishes from the RNIB Bookshare Team