SEAMEO INNOTECH READER

USER GUIDE FOR APPLE

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For more resources on Mobile Technology for Teachers, please visit our website at https://www.seameo-innotech.org/mt4t or download the SEAMEO INNOTECH Reader from your Apple, Android, or Windows device's application store.

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Introduction

The SEAMEO INNOTECH (SI) Reader is a mobile application developed to serve as SEAMEO INNOTECH's official e-book reader. It has special features that maximize one's reading experience when reading e-books on mobile devices and can work on both ePub and PDF files. The SI Reader is compatible with mobile devices running on Android, iOS, iPadOS, and Windows platforms. It is integrated in the Mobile Technology for Teachers (MT4T) website and is also recommended as the e-reader of choice for reading the MT4T e-books. The SI Reader can also be used to cater to SEAMEO INNOTECH's other customized interactive e-books.

This user guide is intended to facilitate the use of the SI Reader on **Apple mobile devices**, particularly iPads and iPhones.

The SI Reader Guide includes instructions for the following:

- downloading e-books (both from the SI Reader library and the MT4T website)
- importing e-books
- reading interactive e-books
- highlighting texts/paragraphs
- adding notes to highlighted text/paragraph
- sharing highlighted texts/paragraphs
- drawing tools
- page settings
  - brightness setting
  - font style, color, and size setting
  - background color setting

To fully enjoy the SEAMEO INNOTECH Reader for Apple mobile devices, we recommend the following device specifications:

iPhoneOS		
Specifications	**Minimum**	**Recommended**
Operating System	iOS 11	iOS 11 and above
Internal Device Storage	16Gb	32Gb
RAM	1Gb	2Gb
Screen Size	4.7 inches	5.5 inches
iPadOS		
Specifications	**Minimum (iPad Mini 2)**	**Recommended (iPad Mini 4)**
Operating System	iOS 9	iOS 12
Internal Device Storage	16Gb	32Gb
RAM	1Gb	2Gb
Screen Size	iPad Mini size (7.9 inches)	iPad Mini size (7.9 inches)

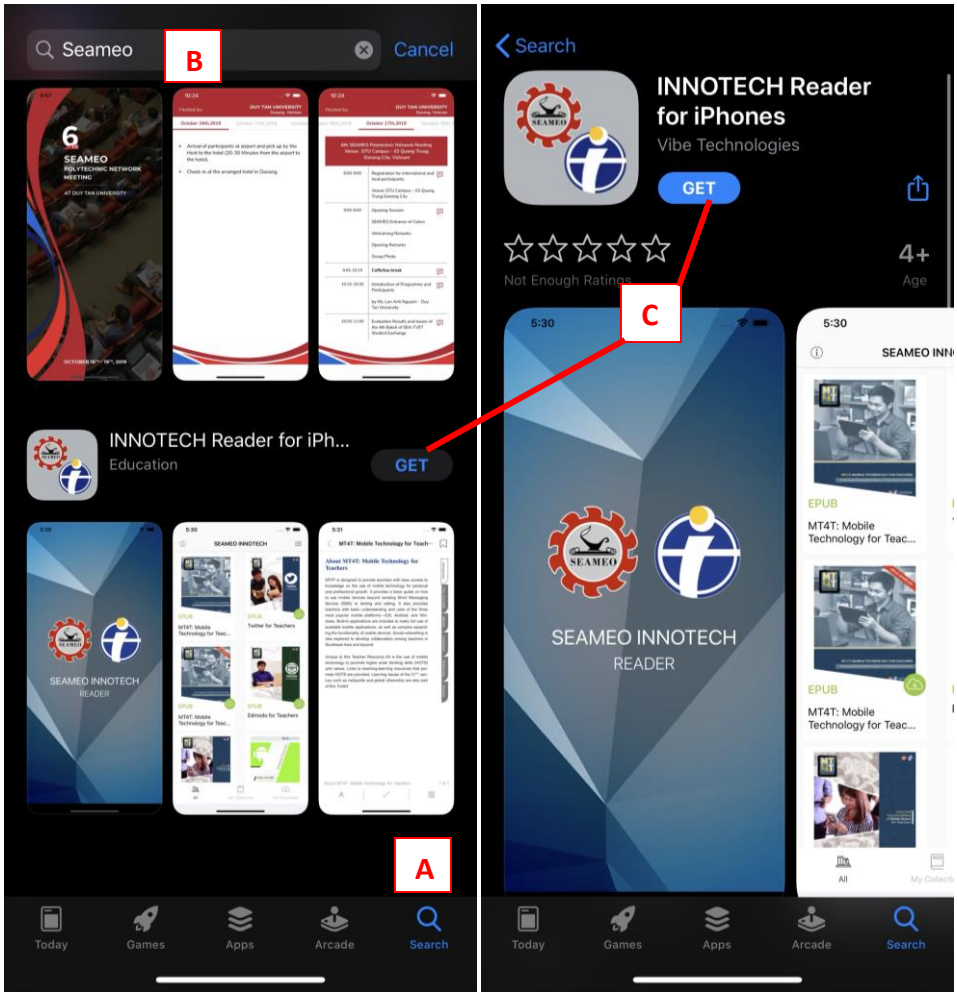
Downloading the SEAMEO INNOTECH Reader App

A. Go to the App Store. Tap the **Search** icon to search for the app.

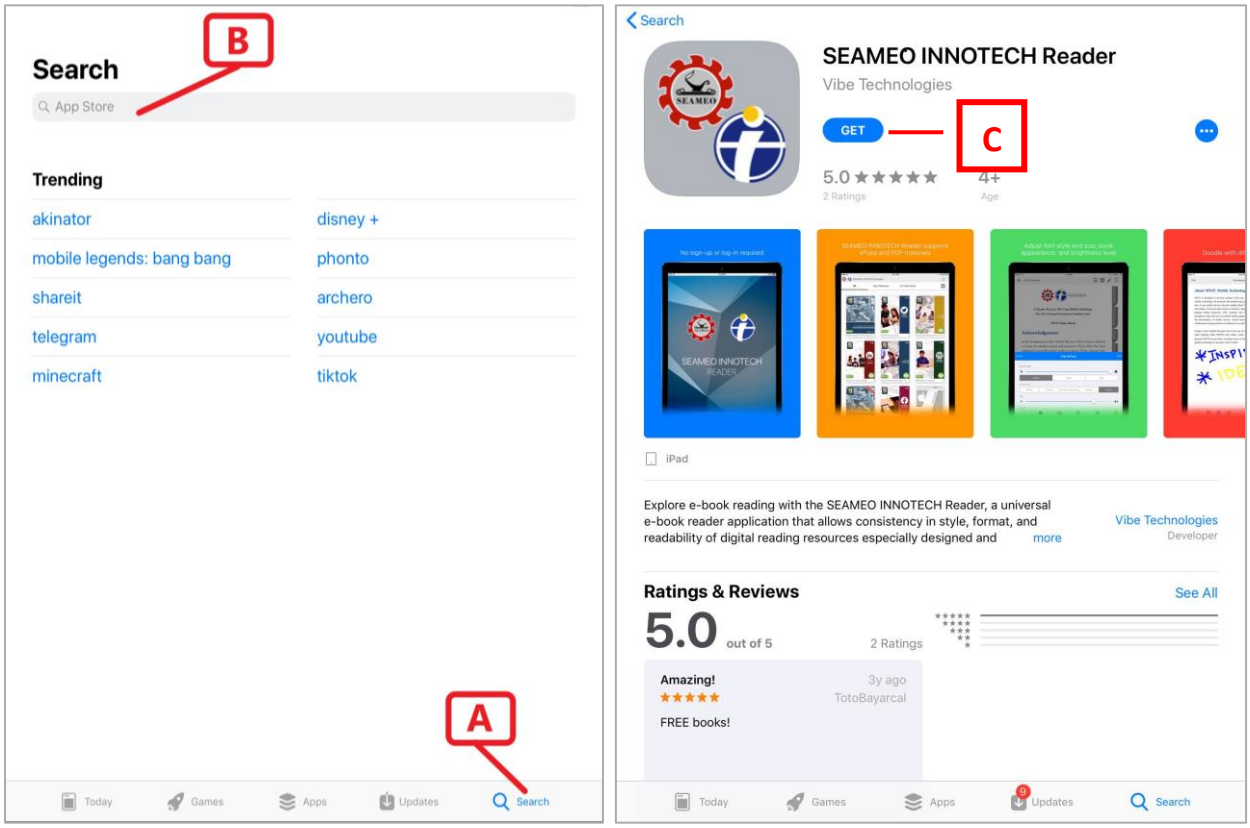
B. Type **SEAMEO INNOTECH Reader** in the Search Bar; if downloading to an iPhone just add "**for iPhones.**" Tap **Enter/Return** once you have typed in the app name.

C. Tap **Get** to download the app. Wait for the download to finish and start accessing the app to enjoy free content.

Downloading the SI Reader Build for Apple iPhones



Downloading the SI Reader Build for Apple iPads



Navigating Inside the SI Reader App

A. To display items or data in a vertically scrollable list, tap the **Change List View** button.

B. To view the SEAMEO INNOTECH Reader information, tap the **Info** button.

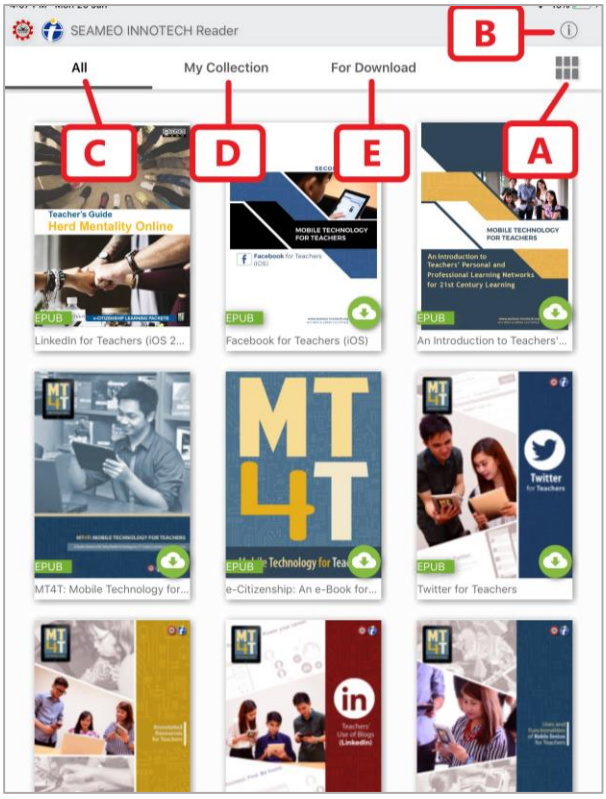
C. To view all MT4T e-books, whether downloaded or not, tap the **All** icon.

D. To view all downloaded and imported MT4T e-books, tap the **My Collection** icon.

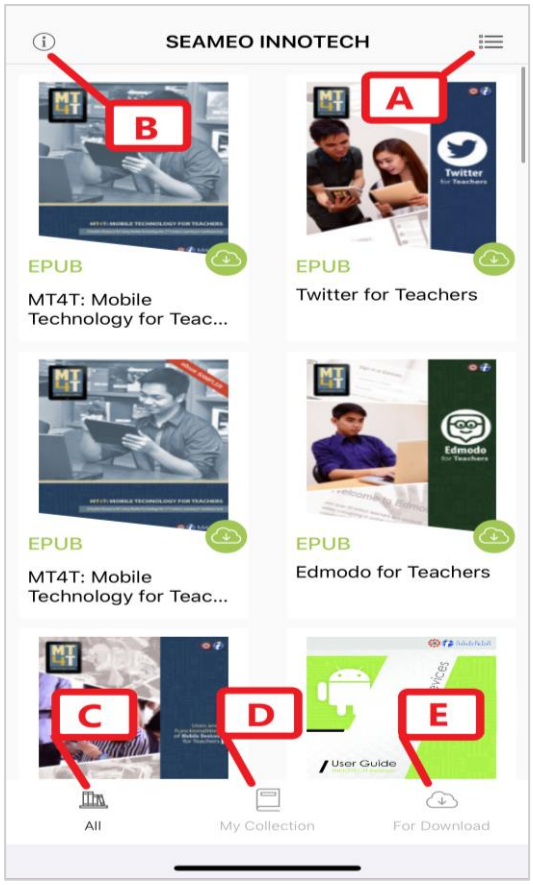
E. To view all the MT4T e-books in the e-Reader Library, tap the **For Download** icon.

Note: *Users with a weak Internet connection might experience a slight delay in displaying the e-books. Kindly wait for the application to finish loading and for the MT4T e-books to be fully displayed.*

View from an Apple iPad



View from an Apple iPhone



Downloading e-Books from the e-Reader Library

There are two ways to download an MT4T e-book—one is through the SEAMEO INNOTECH Reader Library and the other is through the MT4T website. The steps to download an MT4T e-book from the SI Reader Library are as follows:

A. Open the app is open, tap the **For Download** tab.

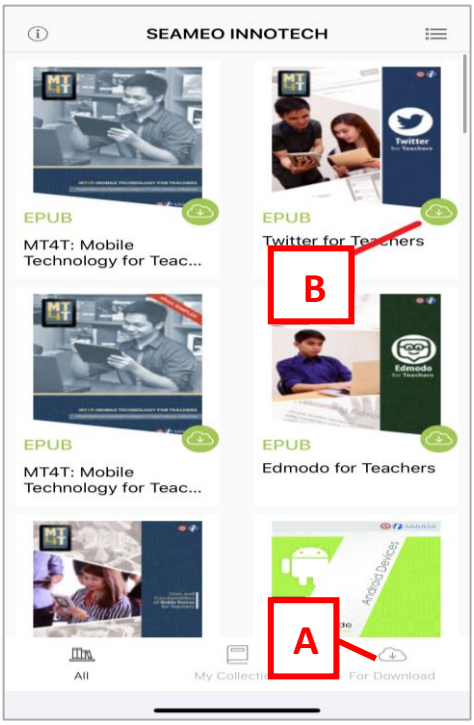
B. Select an **e-book** to download then tap the **Download** icon found on the e-book cover.

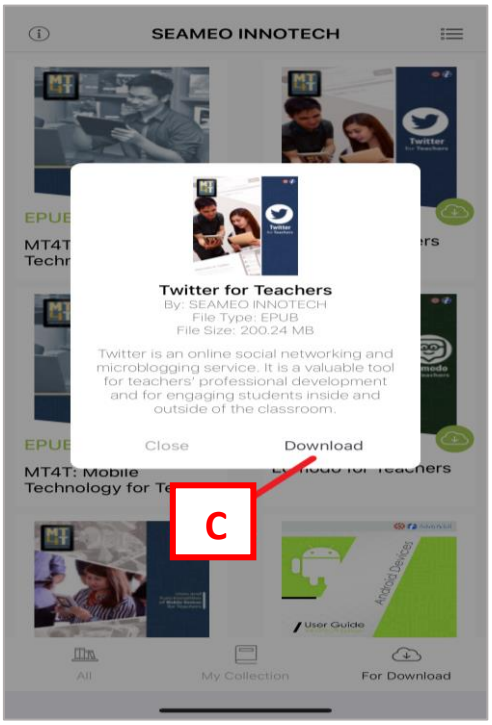
Note: *There are two types of MT4T e-books, PDF and e-Pub. SI Reader can be used to view both. A* ***green*** *icon indicates an* ***ePub*** *file while a* ***red*** *icon indicates a* ***PDF*** *file.*

C. A pop-up will appear with the e-book's brief description. Tap the **Download** button to proceed with the e-book download.

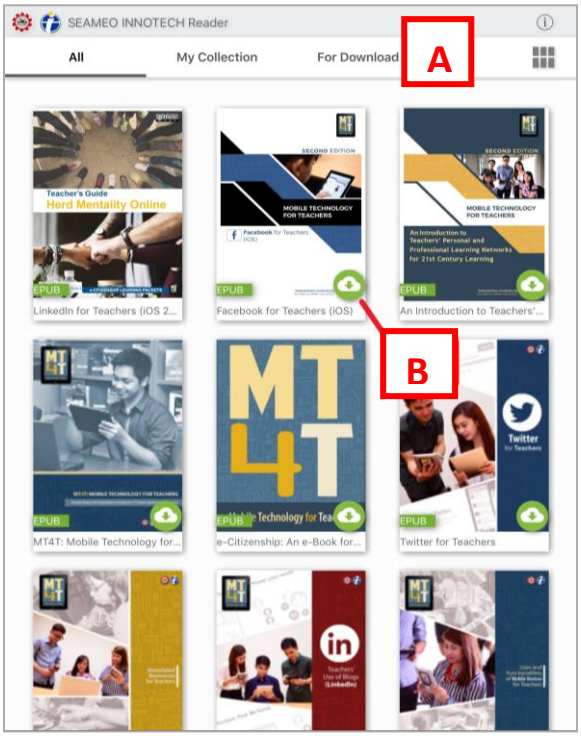
Note: *Downloading e-books will need an Internet connection. Please ensure that your Apple mobile devices is connected to the Internet to download. This could be through Wi-Fi or your Apple mobile device's cellular data. A weak or slow Internet connection may affect the speed of downloading an MT4T e-book.*

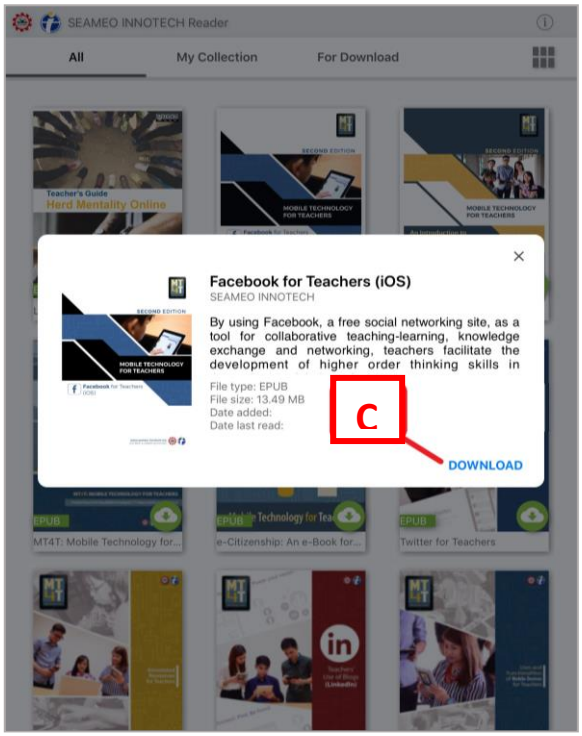
View from an Apple iPhone





View from an Apple iPad





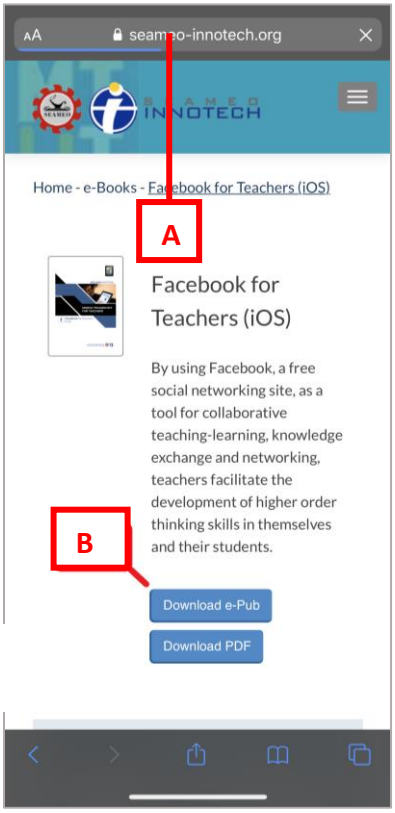
Downloading e-Books from the MT4T Website

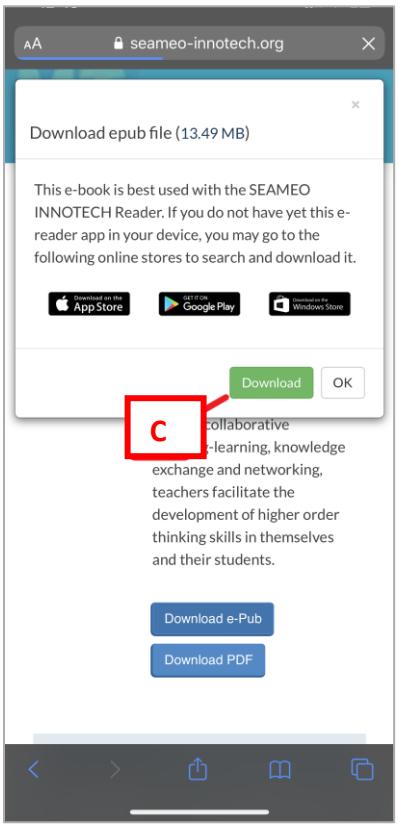
A. Go to www.seameo-innotech.org/mt4t/e-books/ and select an MT4T e-book to download.

B. Tap the button of the **file type** you want to download (ePub or PDF).

C. A pop-up will appear; tap the **Download** button to proceed with the MT4T e-book download. Wait for the download to finish.

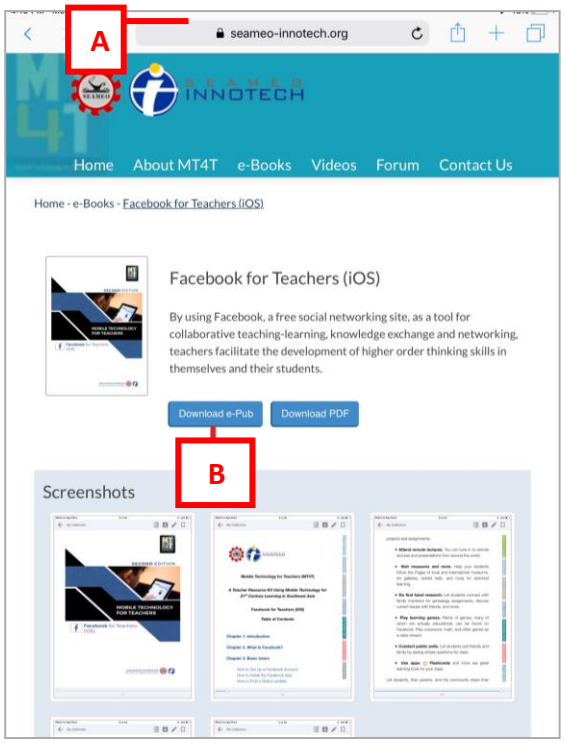
Note: *The downloaded MT4T e-book file will be saved on your Apple mobile device's local storage. To read an MT4T e-book, open the file in the SEAMEO INNOTECH Reader app. Read more about importing the downloaded file on the succeeding pages.*

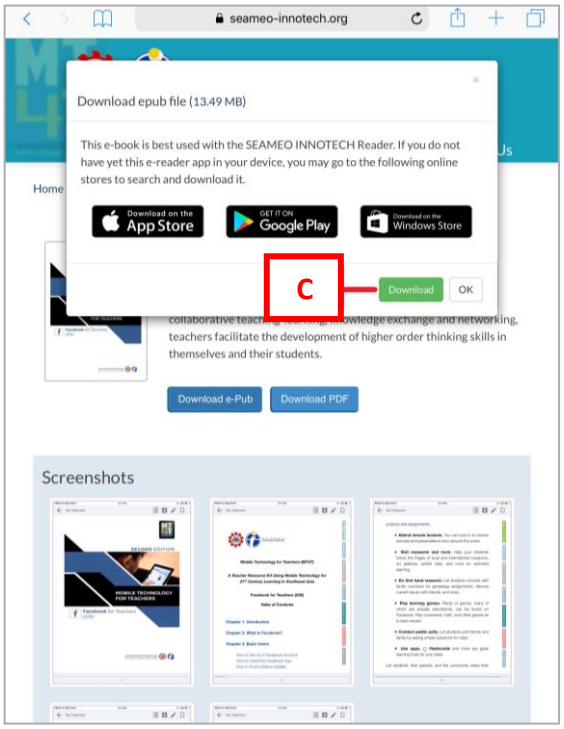




View from an Apple iPhone

View from an Apple iPad





Importing e-Books (ePubs and PDFs)

Importing is the process of bringing or copying the file from your device's local storage to a software or Web application. On the other hand, when the users are copying files such as documents or images from a web server to your device's storage, it is called downloading.

The SI Reader for Apple mobile devices allow importing of any PDF and ePub files that you might have on the local storage of your iPhone or iPad. Once you download the SI Reader, you will see that MT4T materials (i.e., e-books and infographics) and resource toolkits are already preloaded in its library. These preloaded files are not yet downloaded to the e-reader but may be readily accessed once you choose to download. If there are other e-book files (in ePub format and PDF) that you have on your Android mobile device, you may use the SI Reader to access these through the **import function** of the app.

Importing an e-book file allows other PDFs and ePubs to be stored to the SI Reader library. Once you have successfully imported a PDF or an ePub to the SI Reader, you can open the file, read its contents, and use applicable functions of the e-reader app depending on the file type that you have imported.

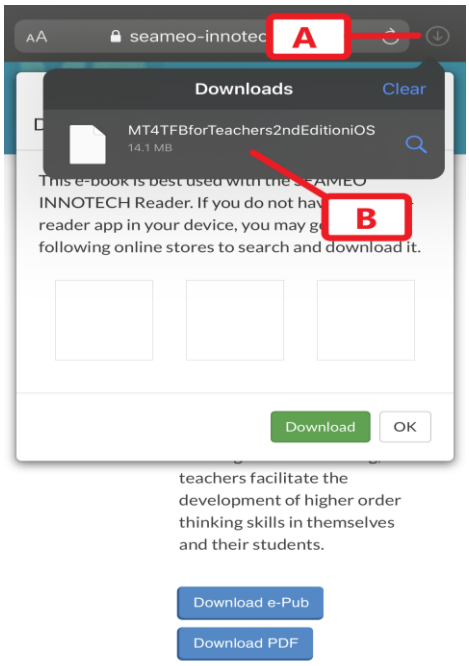
Here is a guide on how to import a PDF or an ePub file to the SI Reader installed on your Apple mobile device. Note that the instruction below assumes you have downloaded an e-book file (in this case an MT4T e-book) from your mobile browser.

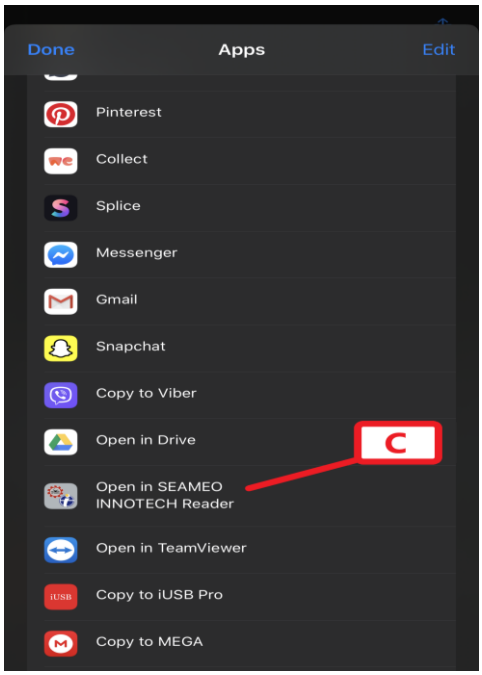
A. Go to the Downloads List on your browser, then tap the **Downloads List** icon.

B. From the list, tap an e-book that you have downloaded. Tap the **More** button if you are using an iPad. To preview a downloaded e-book file, tap the **Open In** icon.

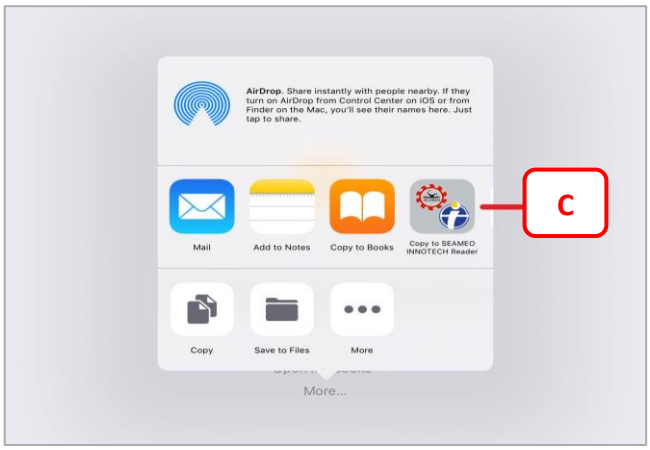
C. Select **Open in SEAMEO INNOTECH Reader** (iPhone) / **Copy to SEAMEO INNOTECH Reader** (iPad) to launch the e-book using the SEAMEO INNOTECH Reader app.

View from an Apple iPhone





View from an Apple iPad



Reading MT4T Interactive e-Books

A. To read an MT4T e-book, tap the **My Collection** tab. If the MT4T e-book you wish to read is not there, it is likely that you have not yet downloaded it. Go to the **For Download** tab to proceed with the download process first. **Only downloaded e-books can be opened and read** using the SEAMEO INNOTECH Reader app.

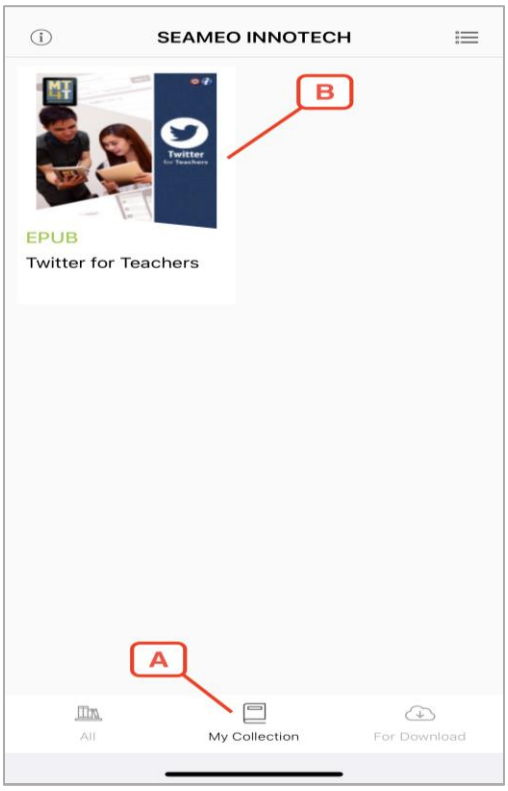
   ***Note**: When the **For Download** tab is not seen on the screen, the device is probably not connected to a network. To view the list of available MT4T e-books for download, be sure that the device is connected to the Internet.*

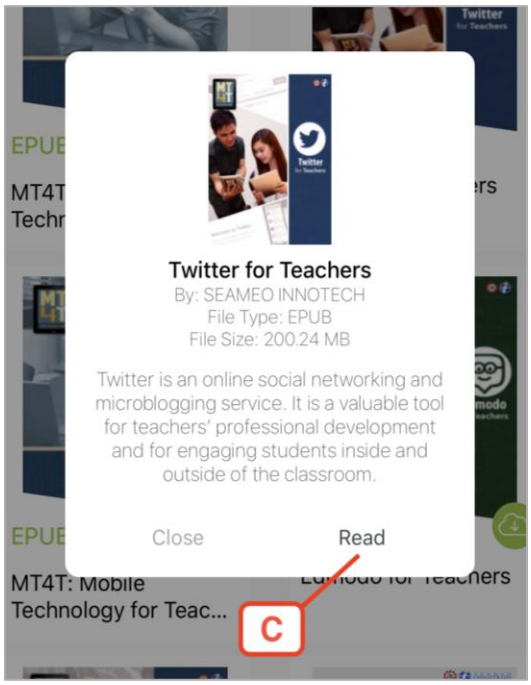
B. Tap the cover of the MT4T e-book you wish to read.

C. A pop-up will appear with the e-book's brief description. Tap the **Read** button to open and read the e-book.

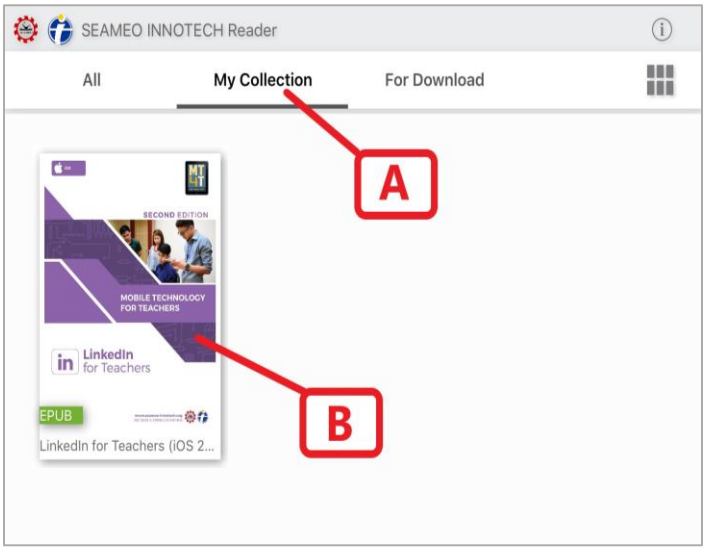
   ***Note:** Once an e-book is downloaded, you will be able to read it even without an Internet connection.*

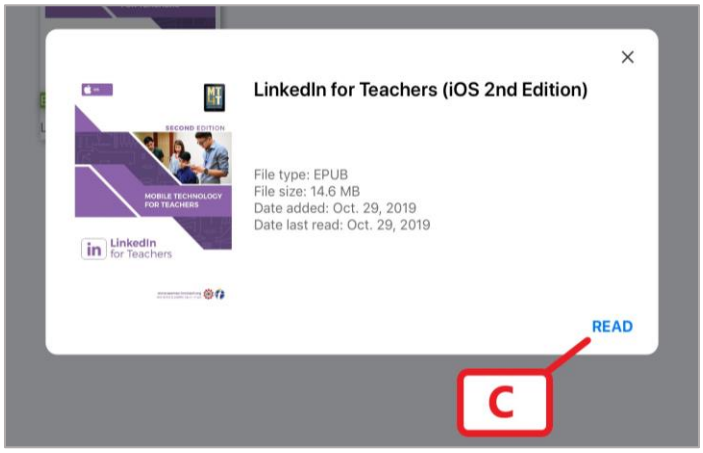
View from an Apple iPhone





View from an Apple iPad





The SEAMEO INNOTECH Reader Features for ePubs

There are two types of MT4T e-books—Portable Document Format (PDF) and ePub. The ePub is a short term for electronic publication, which is an open e-book standard and file format that is optimized for viewing on devices. The major difference between ePub and PDF is the reading experience. PDF documents can be viewed exactly the same as the original format, but for readers on small devices this can be a challenge. On the other hand, ePub is a reflowable document that can adjust its presentation to a device.

At present, there are five MT4T e-books that are available in both PDF and ePub format, namely, *e-Citizenship, Facebook for Teachers, Annotated Resources for Teachers, An Introduction to Teachers' Personal and Professional Learning Networks for 21st Century Learning, and LinkedIn for Teachers*. Other MT4T e-books are available only in PDF such as *Twitter for Teachers*, *Edmodo for Teachers*, *Blogging for Teachers*, and *Uses and Functionalities of Mobile Devices* (i.e., Apple and Android) and the *Mobile Technology for Teachers: A Teacher Resource Kit for 21st Century Learning in Southeast Asia*.

The SEAMEO INNOTECH Reader has features that are meant to enhance reading experience. Using the SI Reader to read an e-book is easy. Here are simple instructions on how to navigate through the e-book and use the features of the e-reader app.

A. To go to the next page, swipe the page to the left. To go back to the previous page, swipe the page to the right.

B. To bookmark a page, tap the **Bookmark** icon. Once tapped, the button will be shaded and marked by a check icon.

C. To adjust the font size, style, and text background, tap the **Font** icon.

D. To draw on the page, tap the **Draw** icon.

E. To view the Table of Contents, tap the **TOC** icon. The TOC also contains the list of bookmarked, highlighted, and drawing pages.

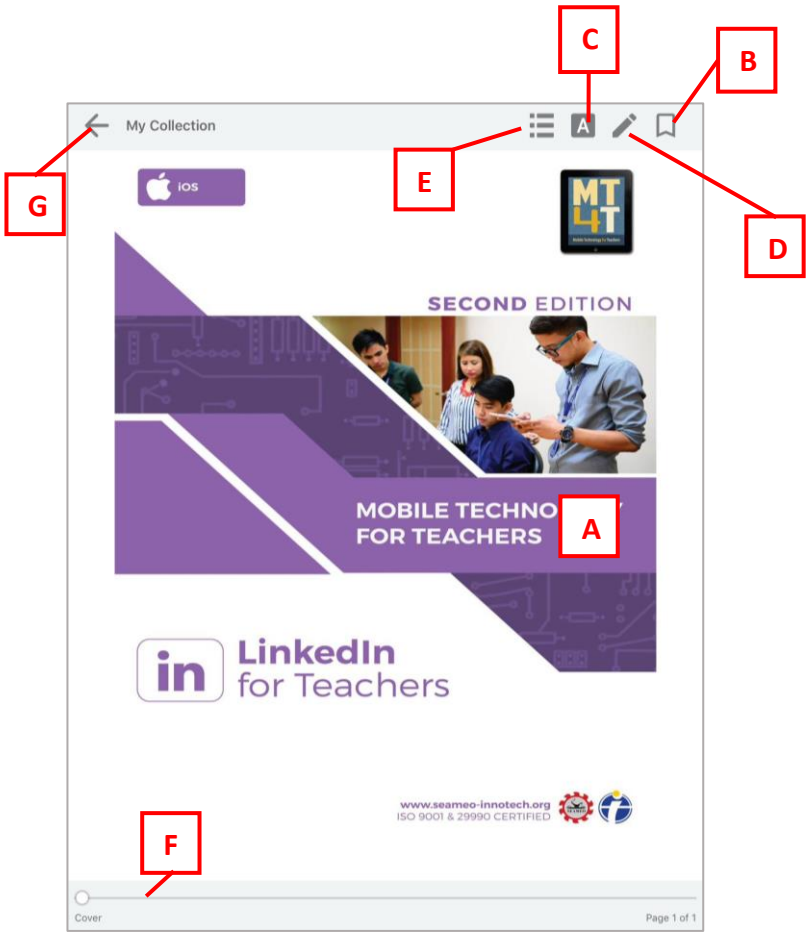
F. To skip through multiple pages, scroll the **Page Slider**.

G. To go back to the **My Collection** page, tap the **Back** button.

Note: *Some MT4T e-books have side tabs that similarly function as the table of contents. Tap a* ***preferred topic*** *and it will redirect you to its location on the e-book.*

View from an Apple iPhone

View from an Apple iPad



Adjusting the Page Settings

The SEAMEO INNOTECH Reader experience can be customized by adjusting the **Page Settings** represented by the **A** button, found on the upper right part of the page if you're using iPadOS. The **A** button for iPhoneOS can be found on the lower part of the page.

A. To adjust the brightness of the SI Reader, move the **Brightness** range slider.

B. To change the background of the SI Reader, select an option from the **Background**.

C. To change the font style of the SI Reader, select a choice from the **Font Style** options.

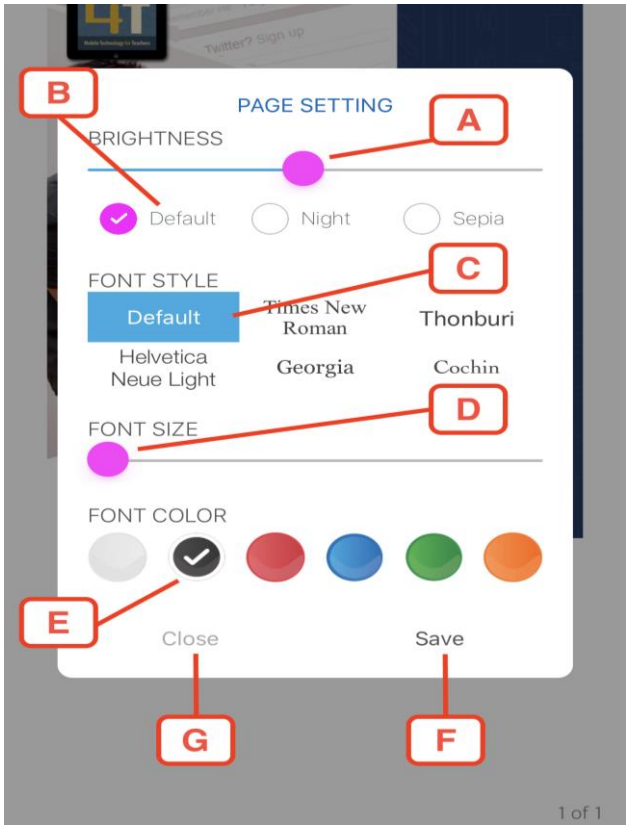
D. To adjust the font size of the SI Reader, move the **Font Size** range slider.

E. To change the font color of the SI Reader, select a choice from the **Font Color** options.

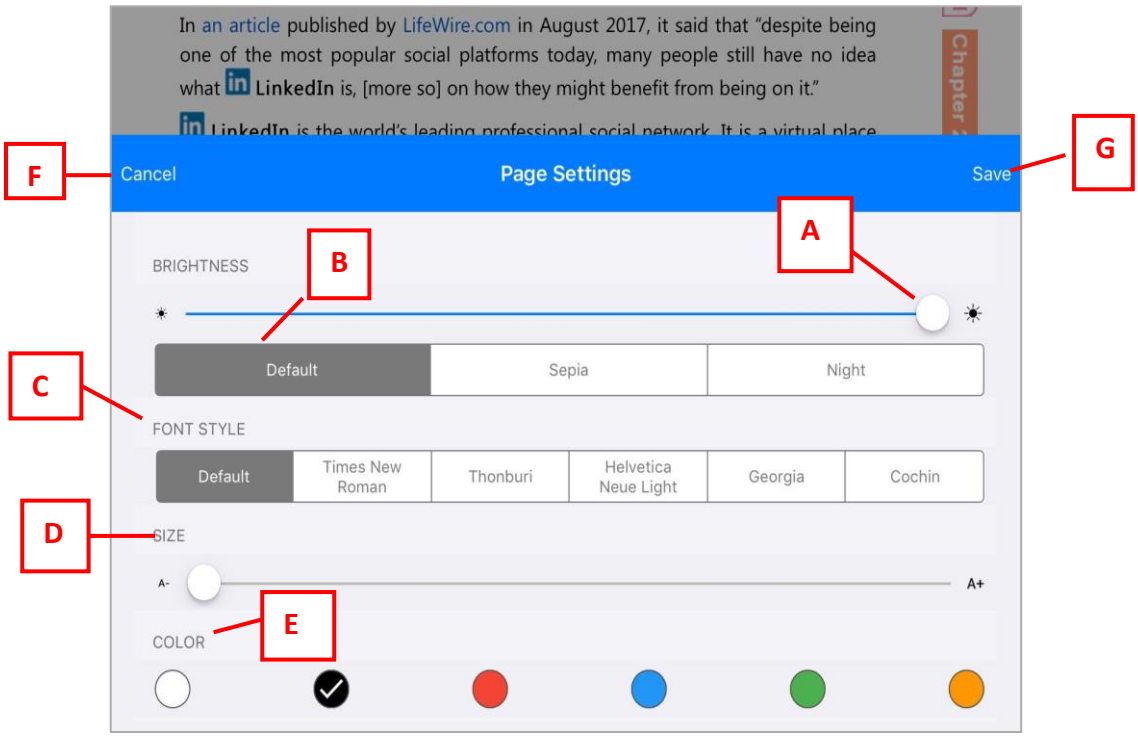
F. To save changes made on the page setting, tap the **Save** button.

G. To close the pop-up window in an iPhone, tap **Close** or tap anywhere outside the **Page Settings**. To close or cancel any changes made to the page settings in an iPad, tap **Cancel**.

View from an Apple iPhone



View from an Apple iPad



Exploring the Drawing Tool

The SEAMEO INNOTECH Reader offers a drawing tool that allows scribbling doodles, marks and/or shapes on the pages of an ePub version of any MT4T e-book. This feature is specially helpful if you want to add notes to the page you are reading, or emphasize a word or phrase that you found to be interesting by drawing a circle, or rectangle around that word/phrase. To make your doodles more pleasing to the eye, you can also use different colors. You can save these notes and marks for viewing later. Here are the steps to navigate the Drawing Tool.

After tapping the pen icon for drawing, you will be able to view the different tools to customize your reading experience while using the SEAMEO INNOTECH Reader.

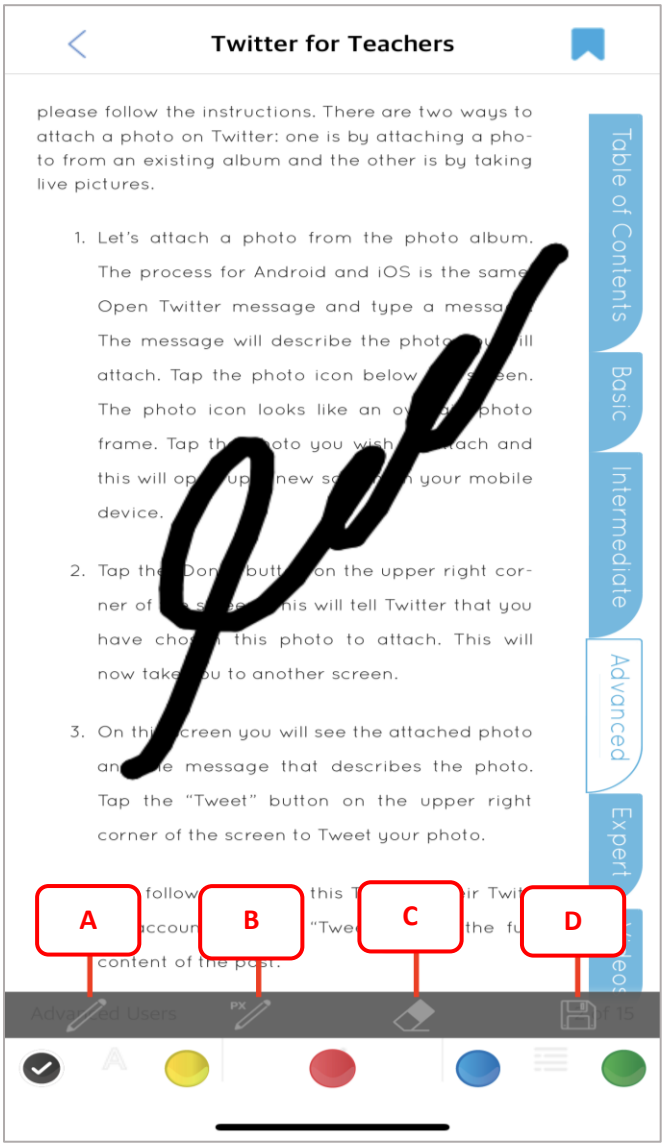
A. To add a drawing/doodle on an e-book page, tap the **pen** icon for **Drawing**. The icon is also used to select the color of the pen in both iPhones and iPads.

B. To select the size of the pen, tap the **Pen PX** icon in an iPhone or the **point size** in an iPad.

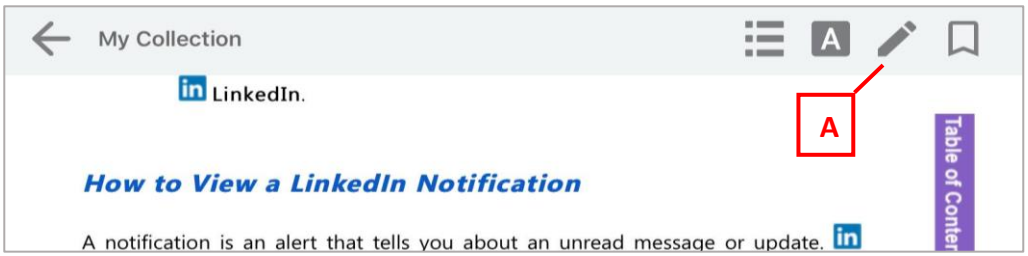
C. To erase a drawing, tap the **eraser** icon on the iPhone, or the **Clear** button on an iPad.

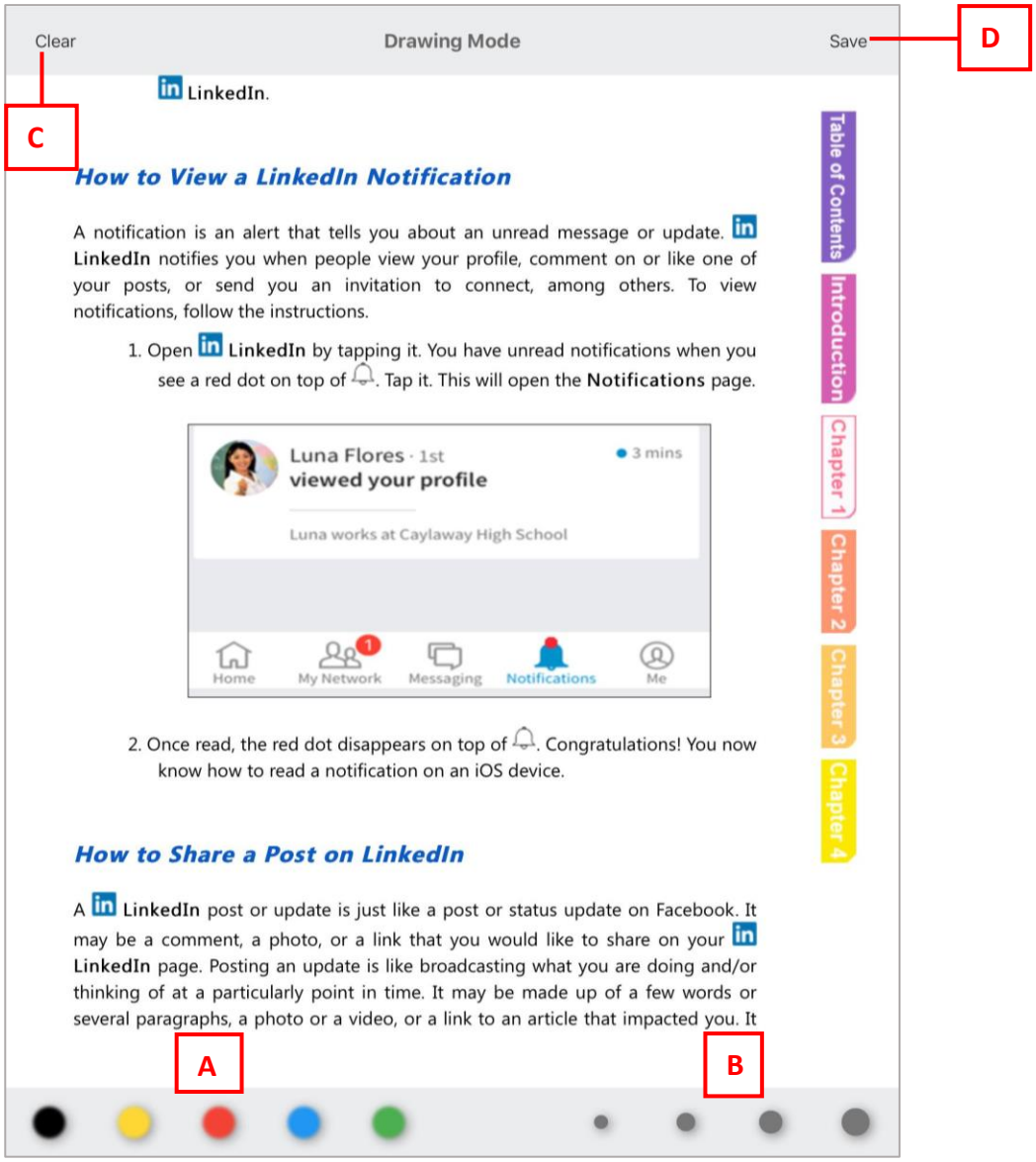
D. To save a drawing, tap the **floppy disk** icon in an iPhone or the **Save** button in an iPad.

View from an Apple iPhone



View from an Apple iPad





Adding Highlights/Underlines *(Apple iPhones only)*

A. Select a word, a phrase, or an entire paragraph that you wish to highlight. A pop-up window will appear. Choose your **preferred color** from the options. Once done, the selected words/paragraphs will be highlighted.

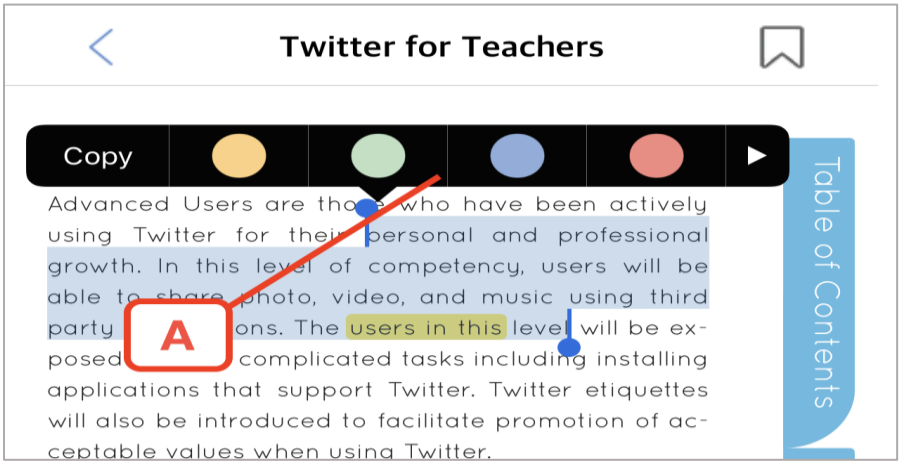
B. Select a word you wish to underline, then tap the **Underline** icon.

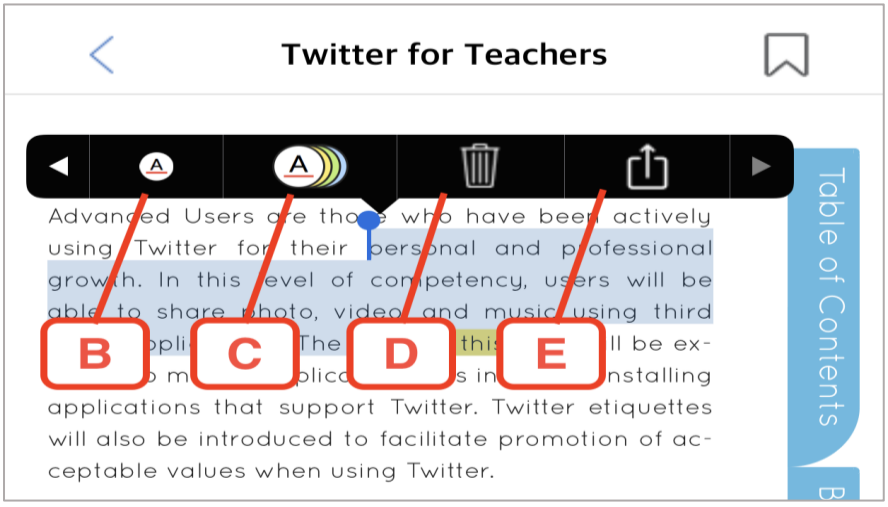
C. To add a note to a highlighted/underlined word, tap the **"Add Note"** icon.

D. To remove a highlight/underline from a text/paragraph, tap the "**Delete Highlight/Underline Option/Trash"** icon.

E. To share a selected text/paragraph, tap the **Share** option.

Note: *The SI Reader build for Apple iPads does not have a tool for highlighting.*





Accessing the Table of Contents, Highlights, Bookmarks, and Drawings

A. To view the Table of Contents (TOC), tap the TOC icon found on the lower right part of the screen in an iPhone or on the upper right corner of the screen on an iPad.

B. The **Contents/Table of Contents** tab contains the quick links to the topics covered by an e-book.

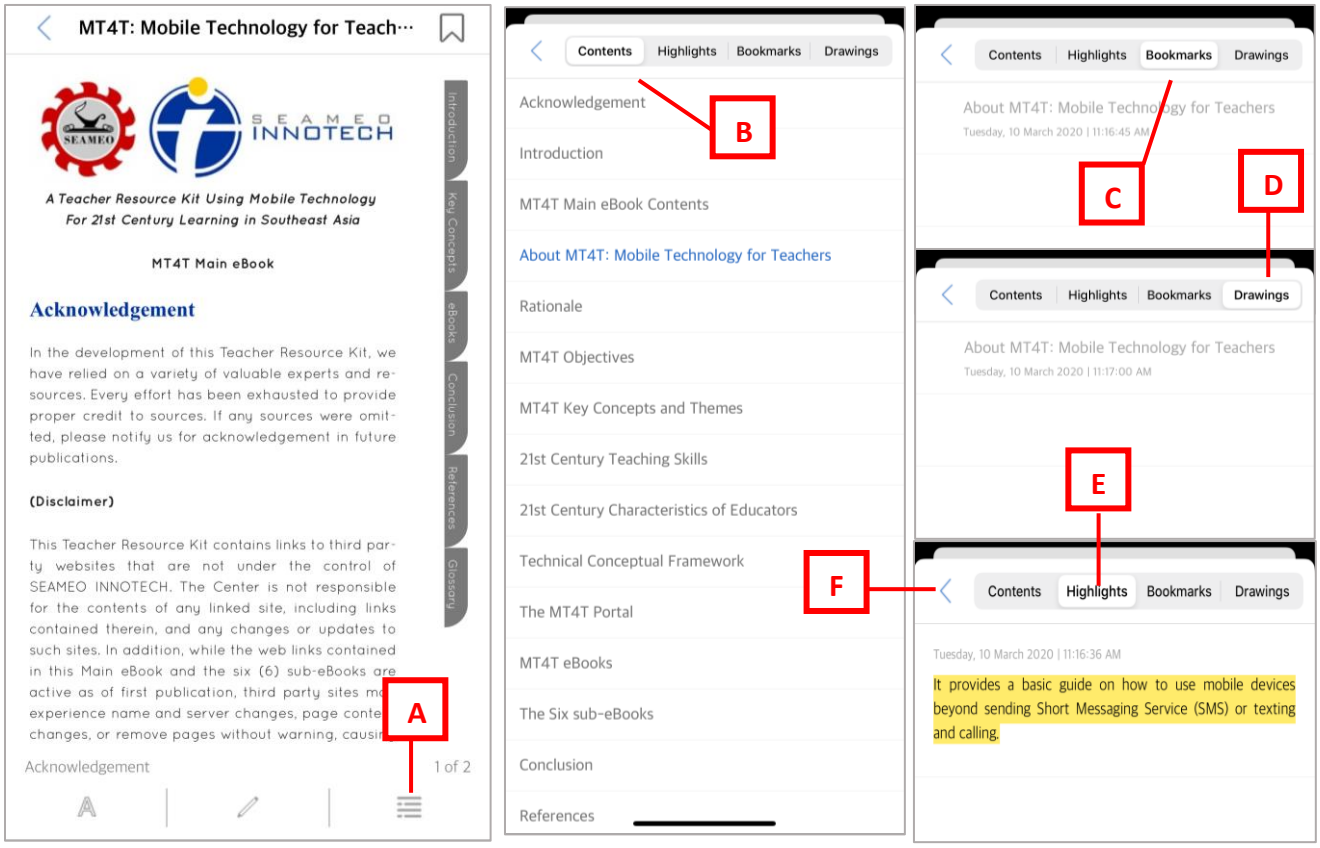
C. To view the list of bookmarked pages, tap the **Bookmarks** tab. Tap any item on the list and you will be redirected to its actual location in the e-book.

D. To view the list of pages with Drawings, tap the **Drawings** tab. Tap any item on the list and you will be redirected to its actual location in the e-book.

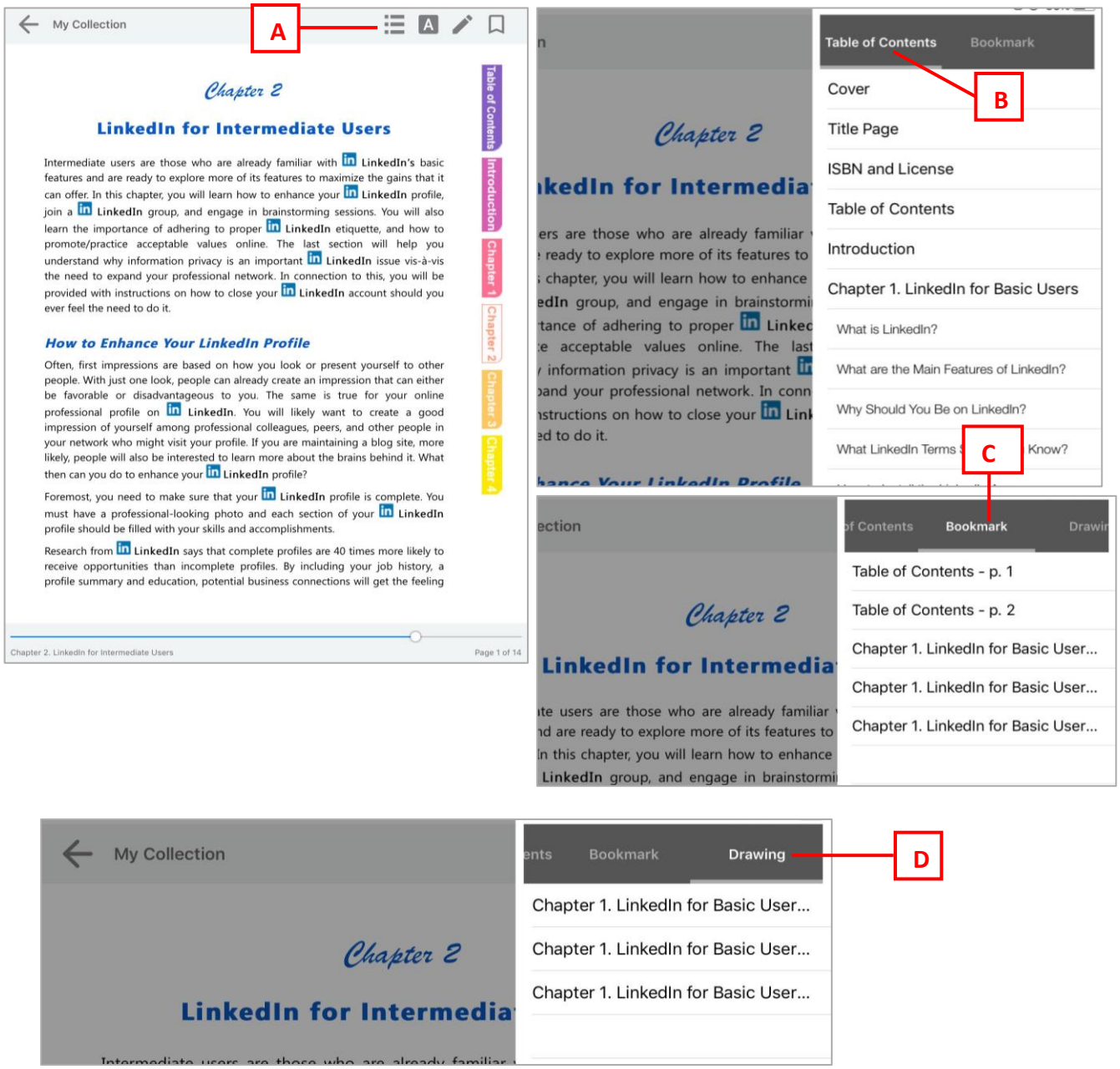
E. To view the list of highlighted texts/paragraphs, tap the **Highlights** tab. Tap any item on the list and you will be redirected to its actual location in the e-book.

F. To go back to reading mode, tap the **Back** button.

View from an Apple iPhone



View from an Apple iPad



Conclusion

The SEAMEO INNOTECH Reader is meant to enhance your reading experience as an educator accessing MT4T resources, more so, ePub files. The MT4T ePubs are programmed to complement the SI Reader. However, the ePubs may still be accessed from any universal e-book reader. Similarly, the SI Reader, as a universal e-reader mobile application, may be used to open other ePub and PDF files.