

KPU Pressbooks Template

KPU Pressbooks Template

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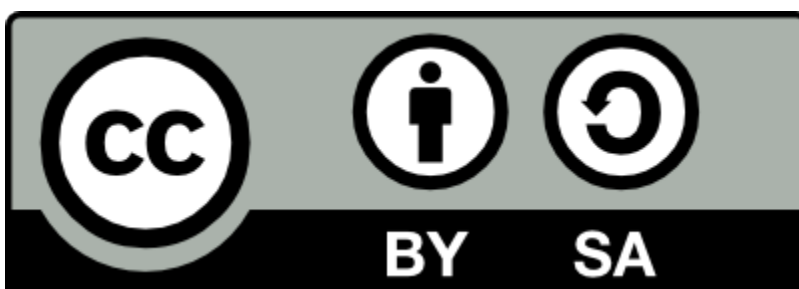
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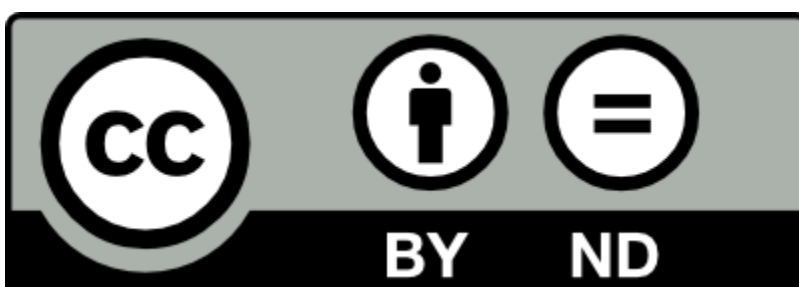
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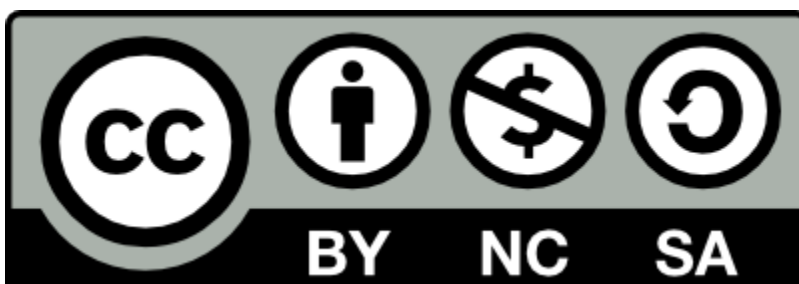
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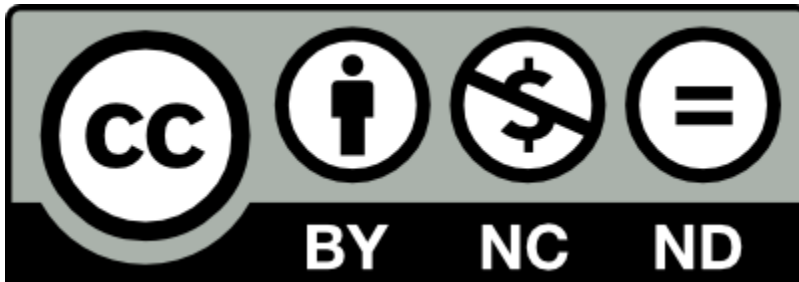
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- Step 1: Remove any accessibility features that do not apply
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- Step 3: Fill out any missing accessibility features and pieces
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For OERs to be truly open they must be accessible. In the same way that a free resource does not mean that the resource is open, a resource is not open just because it is available. When OER projects are accessible, they become more:

- inclusive, accounting for different methods, mediums, and modes of engaging with the content
- sustainable, delivering content when tools and technologies break down
- sharable, expanding reach and impact

Accessibility features of the web version of this resource

The web version of **[Textbook Name]** has been designed with accessibility in mind by incorporating the following features:

- It has been optimized for people who use screen-reader technology.
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 - images have alt tags
- Videos have captions with transcripts available for download
- Information is not conveyed by colour alone.
- There is an option to increase font size (see tab on top right of screen).

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In addition to the web version, this book is available in a number of file formats including PDF, EPUB (for eReaders),

MOBI (for Kindles), and various editable files. Here is a link to where you can download this book in another file format. Look for the “Download this book” drop-down menu on the landing page [insert URL of Pressbook] to select the file type you want.

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While we strive to ensure that this resource is as accessible and usable as possible, we might not always get it right. Any issues we identify will be listed below. There are currently no known issues.

List of Known Accessibility Issues			
Location of issue	Need for improvement	Timeline	Work around

This statement was last updated on [Date].

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For Students: How to Use This Book

A “how to use this book” page is very helpful for readers to understand and be prepared for all of the supplementary content they are about to encounter. This is where you can explain which textboxes are being used and what information can be found in them. You could also cover how to use the glossary and footnote features. You could also use this page to go through the outline of the book and what content each chapter covers.

Do not remove the Adaptation Statement at the end of the chapter!

The feature used in this template is this shaded textbox and we have explained how to use these textboxes below.

For information on how to use the KPU Pressbooks Template, see [Notes on This Template](#).

Examples

[How to Use this Book – Academic Integrity](#)

If you are unfamiliar with the Pressbooks platform, here is how to get the most out of this webbook.

Available Formats

This textbook is available in the following formats:

- **Online webbook.** You can read this textbook online on a computer or mobile device in one of the following browsers: Chrome, Firefox, Edge, and Safari.
- **PDF.** You can download this book as a PDF to read on a computer (Digital PDF) or print it out (Print PDF).
- **Mobile.** If you want to read this textbook on your phone or tablet, you can use the EPUB (eReader) or MOBI (Kindle) files.
- **HTML.** An HTML file can be opened in a browser. It has very little style so it doesn’t look very nice, but some people might find it useful.

You can access the online webbook and download any of the formats for free here: [Book title and URL]. To download the book in a different format, look for the “Download this book” drop-down menu and select the file type you want.

How can I use the different formats?

Format	Internet required?	Device	Required apps	Accessibility Features	Screen reader compatible
Online webbook	Yes	Computer, tablet, phone	An Internet browser (Chrome, Firefox, Edge, or Safari)	WCAG 2.0 AA compliant, option to enlarge text, and compatible with browser text-to-speech tools	Yes
PDF	No	Computer, print copy	Adobe Reader (for reading on a computer) or a printer	Ability to highlight and annotate the text. If reading on the computer, you can zoom in.	Unsure
EPUB and MOBI	No	Computer, tablet, phone	Kindle app (MOBI) or eReader app (EPUB)	Option to enlarge text, change font style, size, and colour.	Unsure
HTML	No	Computer, tablet, phone	An Internet browser (Chrome, Firefox, Edge, or Safari)	WCAG 2.0 AA compliant and compatible with browser text-to-speech tools.	Yes

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- **Search the textbook.**
 - If using the online webbook, you can use the search bar in the top right corner to search the entire book for a key word or phrase. To search a specific chapter, open that chapter and use your browser's search feature by hitting **[Cntr] + [f]** on your keyboard if using a Windows computer or **[Command] + [f]** if using a Mac computer.
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Webbook vs. All Other Formats

The webbook includes a number of interactive and multimedia components. These include video walk-throughs of practice questions and interactive quizzes at the end of each chapter. If you are not using the webbook to access this textbook, the videos and interactive quizzes will not be included. Instead, your copy of the text will provided a link to where you can access those interactive elements.

However, the interactive activities and video answers are also provided in alternate formats for people not using the webbook. In the case of the videos answers, the answers can also be found in [Appendix B: Answers to Practice Questions](#). As for the chapter quizzes, those questions have been made available in a static format in [Appendix C: Offline Copies of Chapter Quizzes](#).

Even if you decide to use a PDF or a print copy to access the textbook, you can access the webbook and download any other formats at any time.

Whether you're looking for ideas on how to organize your Pressbook, learning how to fill out the front and back matter of your Pressbook, or importing this book to get a headstart on creating content, we hope you find this template helpful.

Keep an eye out for these features:

Shaded text boxes provide information on what information belongs in each section and instructions on how to adapt that particular section for your own Pressbook.

Examples

Examples textboxes contain links to other Pressbooks that are using that type of page so you can see what they look like with textbook content.

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Examples

[Acknowledgements – Learning to Learn Online](#)

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I am grateful to...

I would like to thank...

Introduction

An introduction is a place where you introduce your book to the reader. There are many different approaches to writing an introduction, but we recommend beginning with a short history of how this book came into being. Why did you choose to write it, why did you choose to make it open, what particular angle is this textbook taking that is different from other textbooks, etc.

[Introduction text]

Topics Covered

[Brief list of sections and what they will cover.]

CHAPTER 1

If your book does not contain sections that group chapters together, you may not need to create a Part. To prevent readers from having to scroll down large pages of text inside a single chapter, which can make it hard to navigate, consider breaking up your content into smaller sections. To do this, have each chapter be its own Part, and use Chapters as chapter sections.

In this Part page, introduce the topic that will be covered in this Chapter and the content that will be found in each section.

Examples

[Organic Chemistry I](#)

Write your content here. To create another level of organization, you can use the Heading 1 style in order to create collapsible sections that the reader can navigate through easier. You can enable collapsible sections by going to Appearance > Theme Options > Web Options.

Using collapsible sections does not work with anchor links, so you may need to choose which feature will work better for your book.

Section 1.2

Section 1.3

Chapter 1 Review

At the end of each chapter, it's a good idea to include some interactive content so that students can check their learning. This is usually done with [H5P](#).

Examples

[Introduction to Community Psychology](#)

CHAPTER 2

[Chapter Introduction]

Section 2.1

Section 2.2

Section 2.3

Chapter 2 Review

Conclusion

Some textbooks do not have a conclusion, but they synthesize the textbook into some final points to help the reader recall content or give them some next steps to continue their learning. Use the conclusion to summarize the content learned in each section, address any lingering questions, and prompt the reader to think about what to do with the information they just learned.

An appendix (plural: appendices) contains detailed information that would be distracting if it were to appear among the main content of the book. Some examples of appendices are:

- Maps
- Author biographies
- List of formulas
- Timelines

Examples

[Physical Geology 2nd Ed](#) created an appendix for a [List of Geologically Important Elements and the Periodic Table](#).

Glossary

The Glossary is a list of defined terms used throughout the textbook.

If you are using Pressbooks Glossary Feature, delete this textbox and leave this page blank. Pressbooks will auto-generate a Glossary based on the Glossary Terms you have created. You can add, edit, and delete words by clicking on “Glossary Terms” under “Organize” in the [Pressbooks sidebar menu](#).

Examples

[Glossary of Terms – The Word on College Reading and Writing](#)

Bibliography

As with any good scholarship, cite your sources using the style appropriate for your discipline.

KPU Library has created [APA](#), [Chicago](#), and [MLA](#) citation guides.

Versioning History

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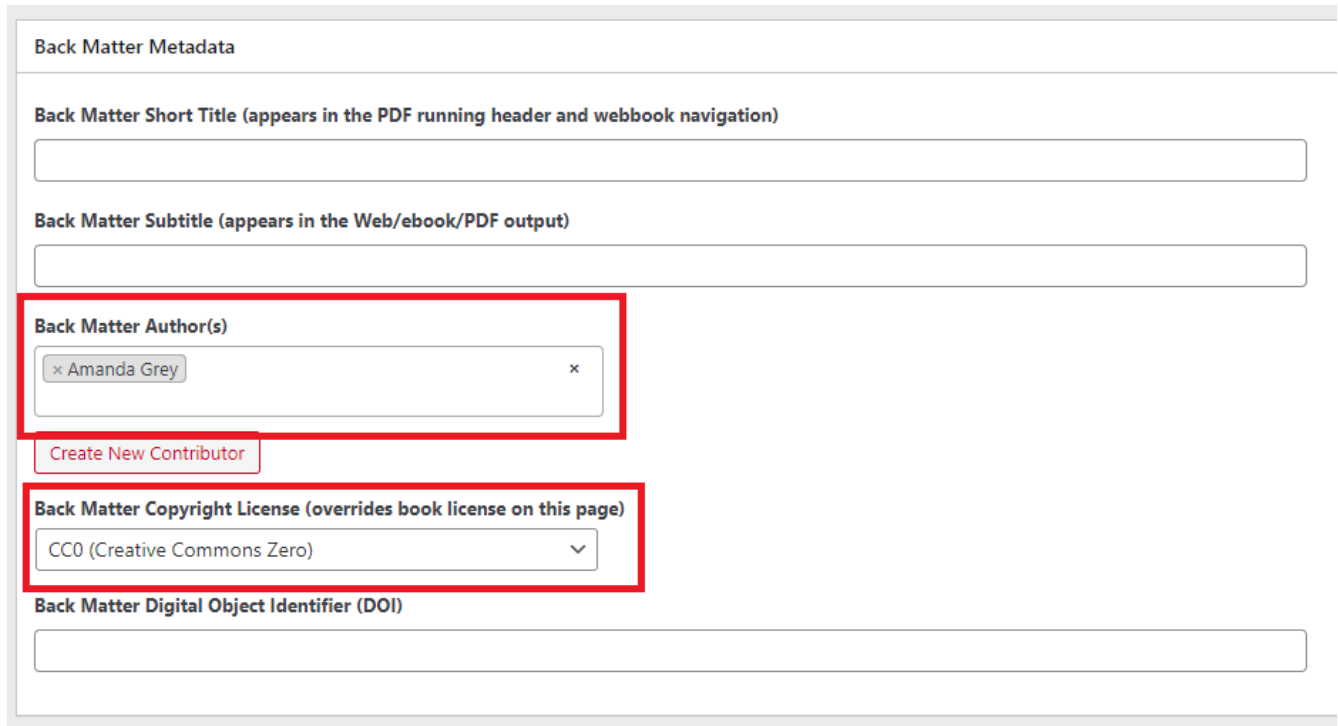
This page lists major changes to this book with major changes marked with a 1.0 increase in the version number and minor changes marked with a 0.1 increase.

Version	Date	Change
1.0	[Publish date]	Pressbook Created

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