



Classics Digital Library

Users' Guide

Thank you for purchasing the Classics Digital Library.

This *Guide* provides information on installing and using the Library, and advice on how to get the most out of the software.

If you have any problems or queries relating to the software, please begin by reading the *Guide*. If this does not help, consult the website for the latest news and updates:

<http://www.classicsnetwork.com/library>

If the problems persist, see section 10 of this *Guide* for information on contacting us for technical support.

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1. GETTING STARTED

Installing the Library

To install the Library

- ▶ Insert the CD.
- ▶ Setup should launch automatically.
 - ▶ If it does not, open the Start Menu, click Run, type *d:\setup.exe*, where *d* is the letter of your CD drive, and press Enter.
- ▶ Follow the on-screen instructions.

Running the Library

To run the Library

- ▶ From the Start Menu, select Programs, Classics Digital Library.

Configuring the Library for the first time

The first time you run the Library, the Preferences Panel will open and you will be asked to set some basic preferences. For more information about each of the fields on the Preferences Panel, hover your mouse pointer over the field name, and see section 10 of this *Guide*.

NOTE: We recommend that you do not change the font the first time you run the Library. For more information on fonts, see section 9 of this *Guide*.

The interface

Toolbar

Most of the features in the Classics Digital Library are accessible through the Toolbar (see figure 1).

The first four buttons on the Toolbar allow you to interact with a text. In order to use these buttons, you will first need to select the text using the Browse Panel (see section 2).

The last three buttons allow you to check your bookmarks and personal quotations library (see section 4), download new texts (see section 8), and modify your preferences (see section 9).



Figure 1—Toolbar

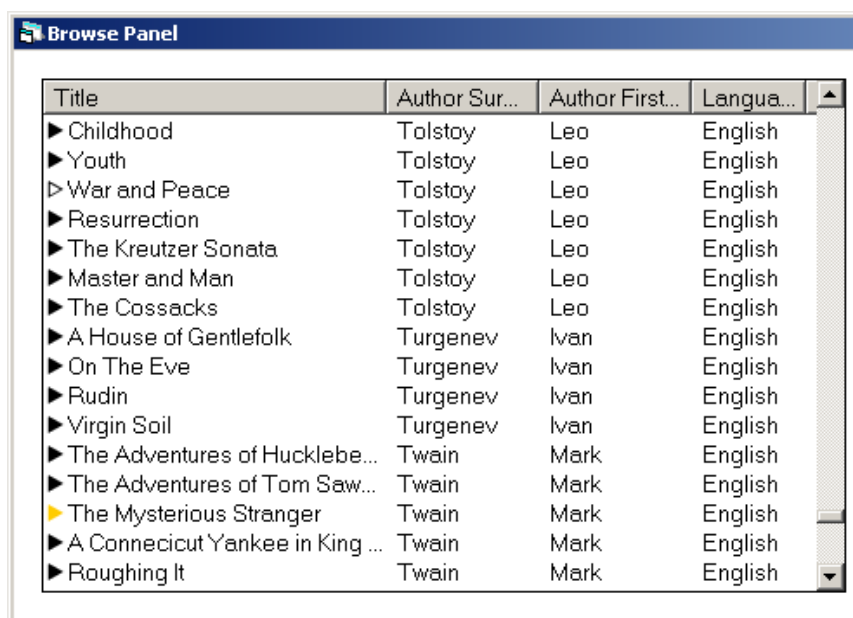
2. BROWSING TEXTS

The Library allows you to choose from more than one thousand classic texts by almost two hundred different authors. Our unique navigation system also keeps track of which texts you've read.

Opening texts

Selecting a text to read is done through the Browse Panel (see figure 2). The Browse Panel displays essential information about the texts available, including the author's name, the title of the text, and the language in which it is written. (Almost all texts in the Library are in English, but there are some variations—for example, Middle English is the listed language for Chaucer's *Troilus and Criseyde*, and a few canonical texts in other languages have been included.)

By default, the texts are sorted by author surname. You can change this by clicking on any of the column headings. To sort the texts by title, for example, click on 'Title'.



Title	Author Sur...	Author First...	Langua...	
▶ Childhood	Tolstoy	Leo	English	
▶ Youth	Tolstoy	Leo	English	
▷ War and Peace	Tolstoy	Leo	English	
▶ Resurrection	Tolstoy	Leo	English	
▶ The Kreutzer Sonata	Tolstoy	Leo	English	
▶ Master and Man	Tolstoy	Leo	English	
▶ The Cossacks	Tolstoy	Leo	English	
▶ A House of Gentlefolk	Turgenev	Ivan	English	
▶ On The Eve	Turgenev	Ivan	English	
▶ Rudin	Turgenev	Ivan	English	
▶ Virgin Soil	Turgenev	Ivan	English	
▶ The Adventures of Hucklebe...	Twain	Mark	English	
▶ The Adventures of Tom Saw...	Twain	Mark	English	
▶ The Mysterious Stranger	Twain	Mark	English	
▶ A Connecticut Yankee in King ...	Twain	Mark	English	
▶ Roughing It	Twain	Mark	English	

Figure 2—Browse Panel

Adjacent to each title is an icon which provides information about your interaction with the text.

- ▶ A **black** icon indicates that you have not yet read the text.
- ▷ An *empty* icon indicates that you have read or begun to read the text (as for Tolstoy's *War and Peace* in figure 2).
- ▶ A **yellow** icon indicates that you have added bookmarks for the text (as for Twain's *The Mysterious Stranger* in figure 2).

Similar icons will be displayed adjacent to the titles of *sections* of texts in the Read Panel. These icons will provide a breakdown of which sections of the text you've read and have yet to read. For more information about icons in the Read Panel, see section 3.

To read a text

- ▶ The Browse Panel should open automatically when the Library launches. If it is not open, click *Browse* on the Toolbar.
- ▶ Double click the title of the text you wish to read, or click *Read* on the Toolbar.

3. READING TEXTS

Once you have double clicked on the title of a text, the Read Panel will open.

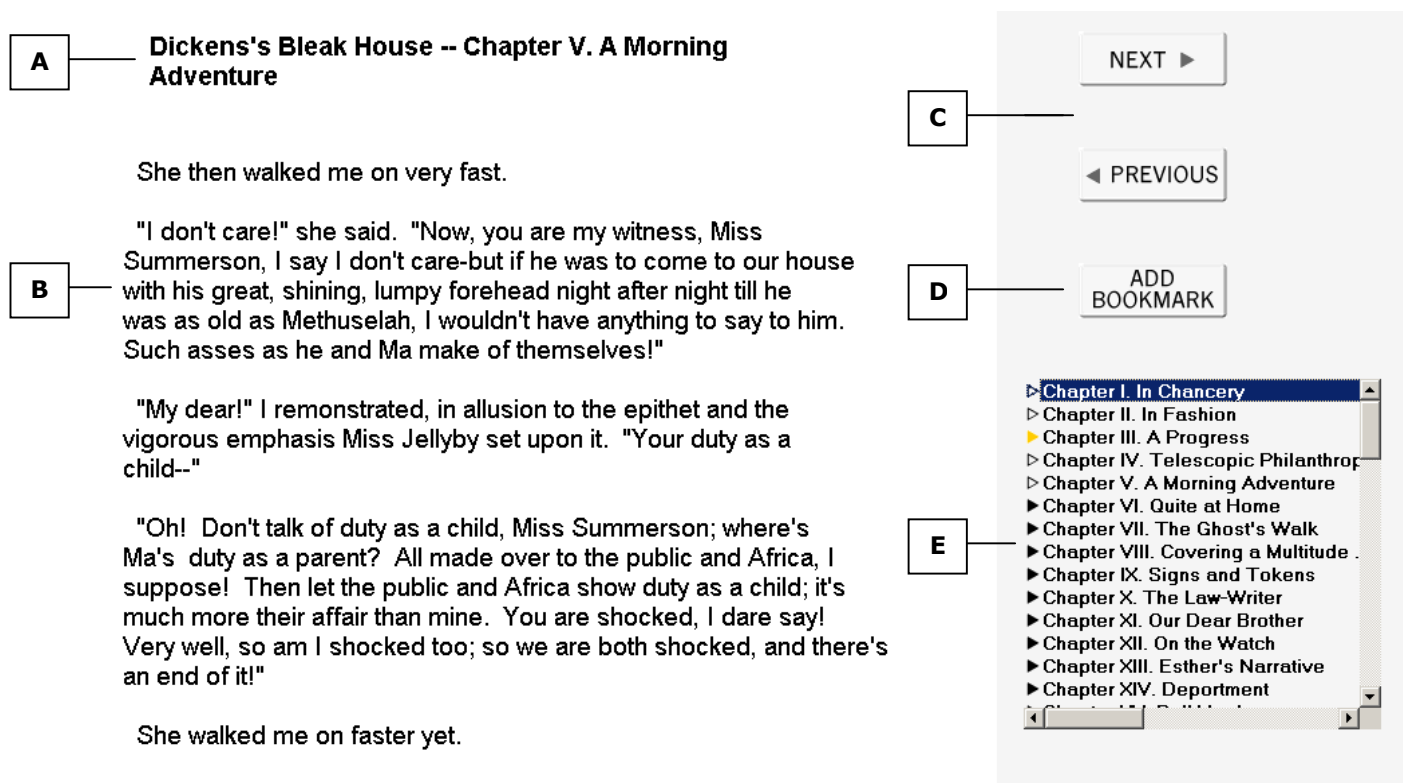


Figure 3—Read Panel

A—Title: The author 's surname, the title of the text, and the section number and heading is displayed here.

B—Text: A page of text is displayed in this area. For information about adjusting the font used to display text, see section 10.

C—Navigation buttons: To move between pages of the text, simply click *Next* or *Previous*.

D—Add bookmark: This button allows you to add bookmarks for the text. For more information on bookmarks, see section 4.

E—Text sections: This list will be displayed for texts which have separate sections (chapters, acts, books, and so on). In order to navigate between sections, simply double click the title of the section. Adjacent to each section title is an icon which provides information about your interaction with the section.

- ▶ A **black** icon indicates that you have not yet read the section.
- ▷ An *empty* icon indicates that you have read or begun to read the section.
- ▶ A **yellow** icon indicates that you have added bookmarks for that particular section.

This allows you to see at a glance where you have left off reading the text. In Figure 2, for example, the user got as far as reading Chapter V of Dickens' *Bleak House*.

4. BOOKMARKS

The Classics Digital Library bookmarks feature allows you to mark your position in a text you are reading. It also allows you to select extracts from a text and automatically add them to your own Personal Quotations Library.

Adding bookmarks

To add a bookmark

- ▶ Navigate, using the Read Panel, to the position in the text you would like to bookmark.
- ▶ If you would like to add a passage of the text to your Personal Quotations Library, select the passage from the text (B in Figure 3) and click Add Bookmark (D in Figure 3).
- ▶ Alternatively, if you would just like to mark your spot in the text and do not wish to add a passage to your Personal Quotations Library, just click Add Bookmark, without selecting any text.
- ▶ You will be prompted to add a comment for the bookmark. The comment can be used as an accompaniment to your quotation or to note the relevance of the bookmark. Adding a comment is optional—to skip, enter nothing and just click Okay.

Managing bookmarks

To return to a bookmarked location

- ▶ Click on the Bookmarks icon on the toolbar.
- ▶ The Bookmarks Panel will open (see figure 4).
- ▶ Double click on the bookmark to which you wish to return.
- ▶ The Browse Panel will open and you will be taken to the marked position in the text. If there was a quote associated with the bookmark, the quote will be emboldened.

Title	Author Surname	Section Title	Line	Comment	Quote
Romeo and Juliet	Shakespeare	Act 1	430	Romeo in Act 1	Love is a smoke raised with the fume of sighs
Romeo and Juliet	Shakespeare	Act 3	258	Mercutio slain	
Romeo and Juliet	Shakespeare	Act 3	344		Spread thy close curtain, love-performing night,
Romeo and Juliet	Shakespeare	Act 5	43		

To delete a bookmark

- ▶ From the Bookmarks Panel, single click on the bookmark you wish to delete.
- ▶ Click *Delete*.

Personal Quotations Library

Once you have accumulated a number of quotations in your Personal Quotations Library, you may like to export them. The export feature saves the quotations and all the information pertaining to them (including the source and your comments) as a Rich Text file which you can view, edit and print in your favourite wordprocessor.

To export your quotations

- ▶ From the Bookmarks Panel, select *Export...*
- ▶ A dialog box will open, prompting a file name for the document. The document must be saved in Rich Text Format (.rtf).
- ▶ Select the location for your file, enter a name, and click *Save*.
- ▶ To view the quotations, find and open the file you selected. (The file can be opened in Window's Wordpad program (accessible on most systems through the Start Menu → Programs → Accessories → Wordpad, or in any wordprocessing program such as Microsoft Word.)

A sample from an exported text file is illustrated in figure 5. The file includes the quotation itself (line 1), its source (line 2), and, optionally, your comment (line 3).

```
Love is a smoke raised with the fume of sighs
-- Shakespeare's Romeo and Juliet, Act 1
-- Romeo in Act 1
```

Figure 5—Sample of Exported Quotations

5. EXPORTING TEXTS

The Classics Digital Library allows you to export an entire text or selected portions of a text as a Rich Text file. Once exported, you can

- ▶ Transfer the file to your PDA or portable device for reading on-the-run.
- ▶ Print the text.
- ▶ Edit the text using your favourite wordprocessing software.

Exporting a text

To export a text

- ▶ Select the text using the Browse Panel.
- ▶ From the Toolbar, select *Export*.
- ▶ The Export Panel will open (see figure 6).
- ▶ Tick the names of the sections you wish to export. Click *Select All* to select all sections.
- ▶ Click *Export....*
- ▶ A dialog box will open, prompting a file name for the document. The document must be saved in Rich Text Format (.rtf).
- ▶ Select the location for your file, enter a name, and click *Save*.
- ▶ To view the exported text, find and open the file you selected. (The file can be opened in Window's Wordpad program, or in any wordprocessing program such as Microsoft Word.)

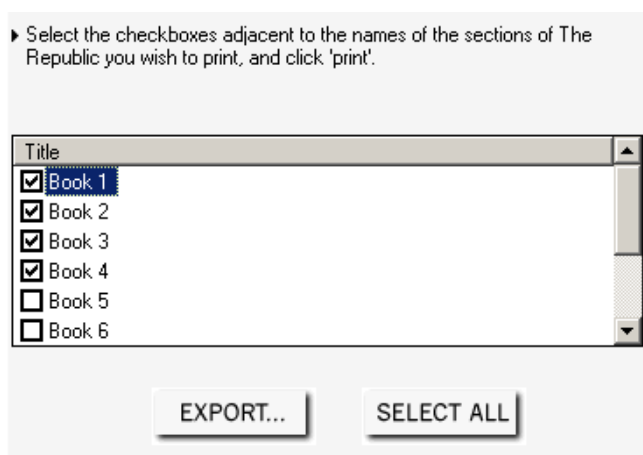


Figure 6—Export Panel

A sample from an exported text file is illustrated in figure 7.

Plato's *The Republic*

Book 1

I went down yesterday to the Piraeus with Glaucon the son of Ariston, that I might offer up my prayers to the goddess (Bendis, the Thracian Artemis.); and also because I wanted to see in what manner they would celebrate the festival, which was a new thing. I was delighted with the procession of the inhabitants; but that of the Thracians was equally, if not more, beautiful. When we had finished our prayers and viewed the spectacle, we turned in the direction of the city; and at that instant Polemarchus the son of Cephalus chanced to catch sight of us from a distance as we were starting on our way home, and told his servant to run and bid us wait for him. The servant took hold of me by the cloak behind, and said: Polemarchus desires you to wait.

I turned round, and asked him where his master was.

Figure 7—Sample of Exported Text

6. SEARCHING TEXTS

The Classics Digital Library allows you to search a particular text or all of an author's works for a key word or phrase.

Searching a text

To search a text

- ▶ Select the text using the Browse Panel.
- ▶ From the Toolbar, select *Search*.
- ▶ The Search Panel will open (see figure 8).
- ▶ Enter in your search. You must enter a key word or phrase, *exactly* as you expect it to appear. Multiple keywords or boolean operators are not permitted.
- ▶ Click *Search one text* if you wish to search *only* the text you selected.
- ▶ Click *Search all texts* if you wish to search *all* of the author's works.
- ▶ The Search Results Panel will open.
- ▶ Double clicking a particular result will open the Browse Panel and automatically take you to the relevant location in the text. The search term will be emboldened.

▶ Enter a keyword or a search phrase, exactly as you expect it to appear in the text, and select either 'search one text' to search only The Picture of Dorian Gray, or 'search all texts' to search all of Wilde's works.

Figure 8—Search Panel

7. SUBSCRIBING TO TEXTS

Included with your purchase of the Classics Digital Library is a Classics Lifetime Membership, which allows you to subscribe to an unlimited number of Classics Digests. Classics Digests are short, digestable extracts delivered in your inbox every morning. By signing up to a Digest, you'll be able to read a text piecemeal and at your own pace. For more information on the Digests program, visit

<http://www.classicsnetwork.com/digests>

Subscribing and unsubscribing

To subscribe to a text

- ▶ Make sure you are connected to the internet. If you do not have an active internet connection, the subscription process will not work.
- ▶ Select the text using the Browse Panel.
- ▶ From the Toolbar, select *Subscribe*.
- ▶ The Subscribe Panel will open (see figure 9).
- ▶ You will be required to select a frequency (twice-daily, daily or weekly) and length (in words) for your digest emails. More information about these fields is provided on the form.
- ▶ The program will provide an estimate of how long it will take for you to read the text, according to its length and your selected frequency and length. You may like to adjust the frequency and/or length based on this calculation.
- ▶ Once you've adjusted the preferences to your liking, click *Finish*.
- ▶ Your subscription will be processed. You should receive the first instalment within 24 hours.
- ▶ **Note:** Once you've subscribed to a text, when you select that text in the Browse Panel the icon on the Toolbar will change automatically from 'subscribe' to 'unsubscribe'. To unsubscribe from a text, follow the instructions below.

▶ In order to subscribe, you must be connected to the internet. If you are connected, the subscription form will load below. Complete the form and click 'finish'.

You will be receiving Nietzsche's *Thus Spake Zarathustra*

If this is not correct, go back.

Frequency

You can select to receive your digest emails on a twice daily, daily, or weekly basis. The digest emails will be dispatched at 2am US EST and, where twice daily is selected, the second batch will be dispatched at 2pm US EST.

Figure 9—Subscribe Panel

To unsubscribe from a text

- ▶ Make sure you are connected to the internet. If you do not have an active internet connection, the unsubscription process will not work.
- ▶ Select the text using the Browse Panel.
- ▶ From the Toolbar, select *Unsubscribe*.
- ▶ The Subscribe Panel will open and your subscription will automatically be cancelled.

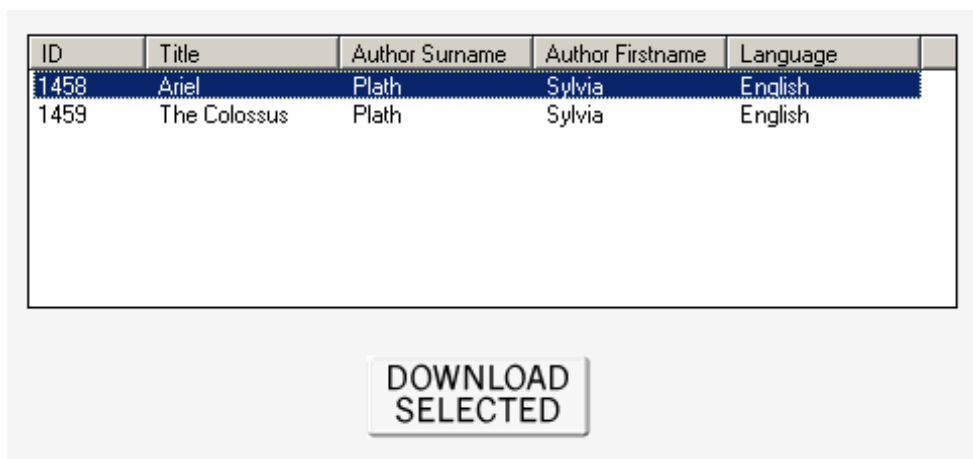
8. DOWNLOADING NEW TEXTS

Your Classics Lifetime Membership also entitles you to a lifetime of free updates for your Classics Digital Library. We add hundreds of texts every year, and these are automatically made available for you to download.

Using the Update function

To download new texts

- ▶ Make sure you are connected to the internet. If you do not have an active internet connection, the update process will not work.
- ▶ From the Toolbar, select *Update*.
- ▶ The Updates Progress Panel will open, and the software will automatically connect to the Classics Network server to download a list of available texts.
- ▶ Once the list of texts has finished loading, the Updates Panel will open (see figure 10).
- ▶ From the list of available texts on the Updates Panel, select one you would like to download and click *Download selected*.
- ▶ The Updates Progress Panel will reappear and keep you informed about the progress of the download (see figure 11). Please do *not* interrupt the download.
- ▶ Once the download is complete, click *Continue*.
- ▶ For the new text to appear on the Browse Panel, you may need to reopen the Browse Panel—close the Browse Panel and select *Browse* from the Toolbar.



ID	Title	Author Surname	Author Firstname	Language
1458	Ariel	Plath	Sylvia	English
1459	The Colossus	Plath	Sylvia	English

DOWNLOAD
SELECTED

Figure 10—Updates Panel

Please note: Sylvia Plath’s texts are not available on the Classics Digital Library. They are used here only as an example.

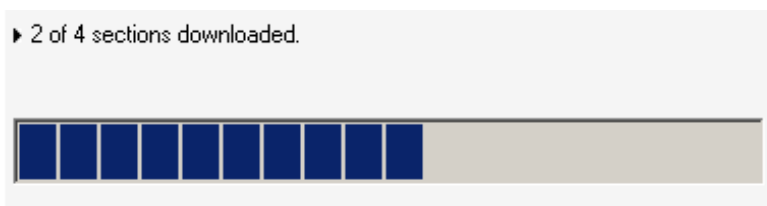


Figure 11—Updates Progress Panel

9. SETTING PREFERENCES

When the Classics Digital Library runs for the first time, you will be asked to set some information essential to the running of the program. You can change these preferences at any time through the Preferences Panel. To set preferences, open the Preferences Panel by clicking *Preferences* from the Toolbar.

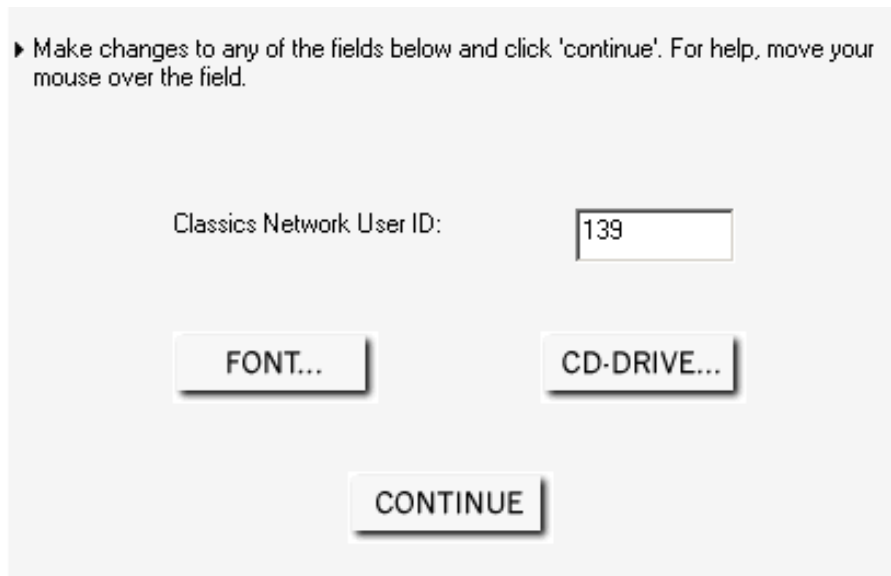


Figure 12—Preferences Panel

Font

You may change the default font used to display texts.

To set the font display

- ▶ Click *Font...*
- ▶ From the dialog box, select the font face and font size and click *Okay*.
- ▶ Click *Continue* on the Preferences Panel.

Classics Network User ID

In order to subscribe and unsubscribe from texts, and download new texts using the Update function, you will need to supply your Classics Network user ID. Your user ID was supplied to you in an email when you first registered with the Network. It is also accessible from the Users' Centre:

<http://www.classicsnetwork.com/login.asp>

To set your user ID

- ▶ Enter your user ID (numbers only) in the user ID field.
- ▶ Click *Continue* on the Preferences Panel.

CD Drive

In order to run the program, you must verify your CD drive.

To set your CD Drive

- ▶ Click *CD Drive...*
- ▶ Navigate to your CD Drive and select the *classicsdigitallibrary.dat* file in the root directory of the CD.
- ▶ Click *Open*.

10. TROUBLESHOOTING AND SUPPORT

If you encounter an error while running the Classics Digital Library, and the issue is not dealt with in this *Guide*, please begin by visiting the website for the latest software news and updates:

<http://www.classicsnetwork.com/library>

If you continue to experience difficulty, please contact our technical support staff by email:

support@classicsnetwork.com

In your email, please include the error message encountered and any other relevant technical information.