

# ICDL e-book FAQ and Manual

What is "ICDL e-book"?

"ICDL e-book" is a free reader that can be installed on your iPad/iPhones and Android devices, that allows you to read e-books.

Available as a Web Application for desktop and runs on Google Chrome ONLY

<http://www.neelwafurat.com/icdlreader/>

Available for download:

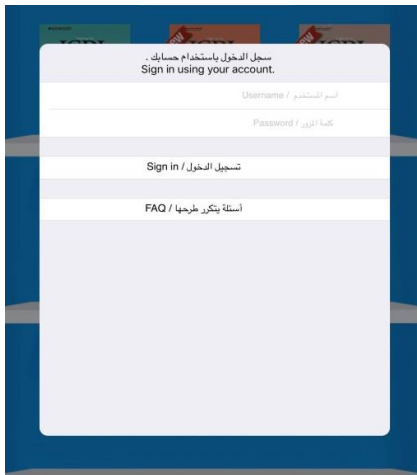


Identifying Icon:



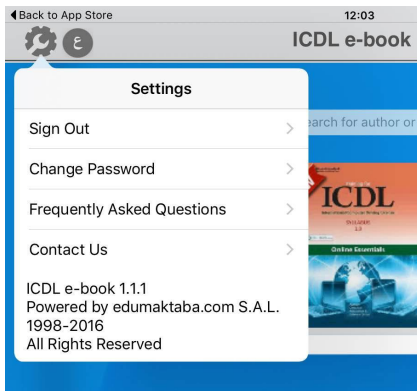
How to obtain a username and password?

In order to obtain a username and password you contact one of our accredited training and testing center to purchase the e-books.



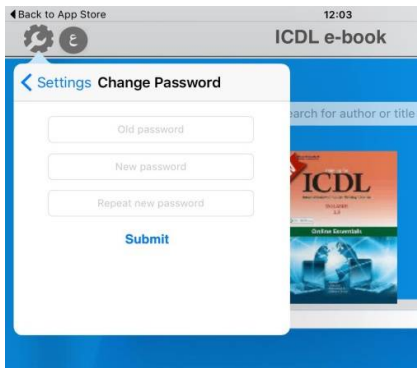
What are the features under the Setting icon button?

You will be able to Sign Out, Change Password, FAQ's, Contact Us and the software version.



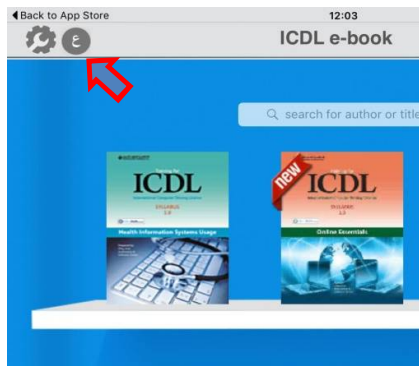
How can I change my password?

In order to change your password you may click on the settings icon and choose change password.



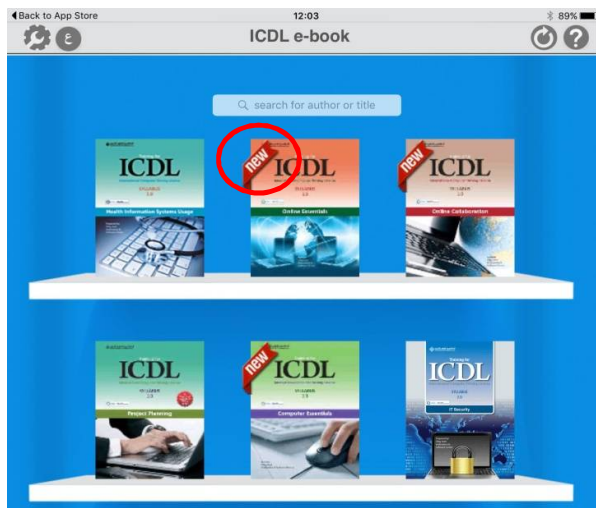
How can I change the language to Arabic?

In order to change the language, click on the icon and to change language of the software interface and menu.



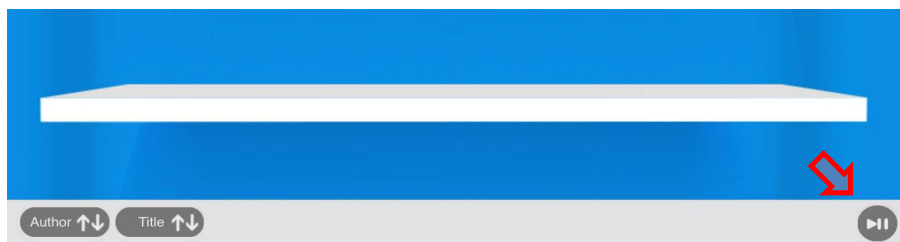
How can I download e-books to my device?

After you have downloaded the ICDL e-book application and signed in it will be synchronized to show the books you purchased. You may select any e-book from your Library in order to download it and view offline. Books with the ribbon "new" indicate that the book was not downloaded yet.

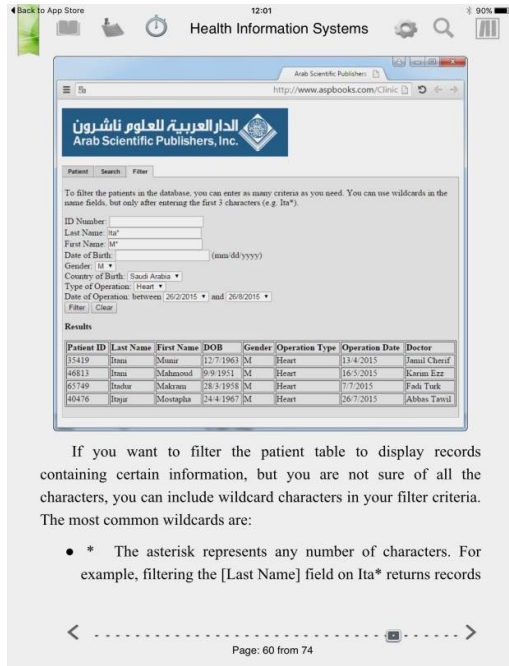


Is there a way to resume reading from my last e-book after I restart "ICDL e-book"?

Yes, "ICDL e-book" saves the last location at which you were reading, and allows you to return to it by clicking resume reading button.



After clicking on resume the last accessed book will open where you left it.

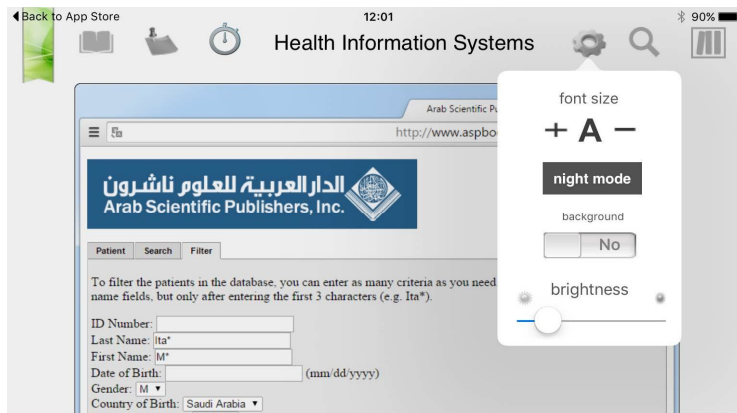


If you want to filter the patient table to display records containing certain information, but you are not sure of all the characters, you can include wildcard characters in your filter criteria. The most common wildcards are:

- \* The asterisk represents any number of characters. For example, filtering the [Last Name] field on Ita\* returns records

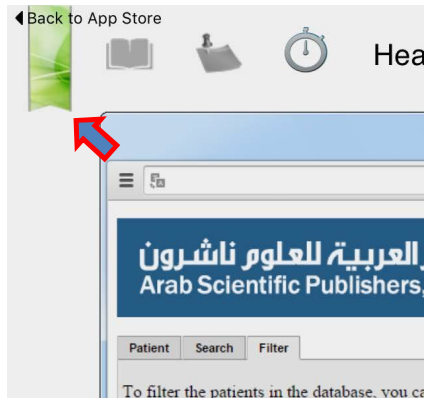
Can I change the font size and background?

Yes, you may change the font size and the background by click on the Settings button inside the book, and manipulating them to suit you best.

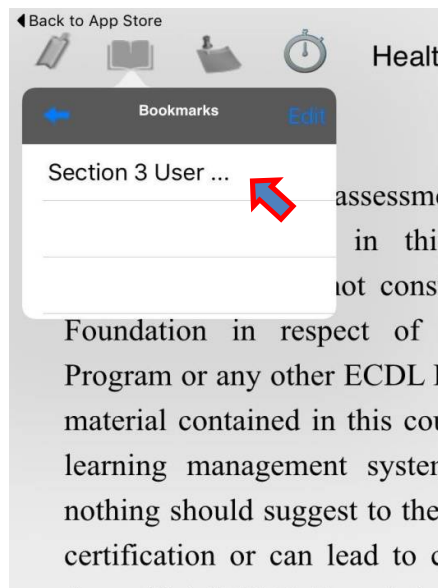
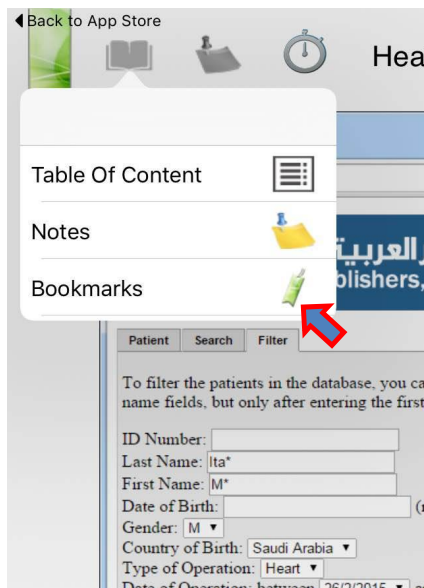


How do I create and access bookmarks in my e-books?

You may create bookmarks by clicking the bookmark sign.



You may access a list of your created bookmarks by selecting the bookmarks button. Clicking on an item in the list takes you to the location of the bookmark.



How can I highlight a word or a sentence?

In the text you are reading, select the word for which you want to highlight (press and hold) and then select 'Highlight' then choose from a selection of colours and click on your favourite colour.

Can different users sign in on the same device?

There is no limit to the number of users that may sign in on the same device. However, each user has access only to his/her own digital library.

How many locations is "ICDL e-book" available in?

"ICDL e-book" is available to customers all over the world.

Can I use the same account to read e-books on several devices?

Yes, you can read your ICDL e-book on several devices however you can only access on one device at a time.

Will my e-books get deleted if I sign out from "ICDL e-book"?

Signing out from "ICDL e-book" will not cause any change to the e-books existing on your device. You may sign back in at any time and continue reading your e-books.

Can I read offline using "ICDL e-book"?

After an e-book has been downloaded to your device, you can enjoy reading it offline.