Q-TALES

ICT-18-2014
Innovation Actions
645588

D4.3 USER MANUAL
### Project Number
645588  

### Acronym
Q-TALES

### Full Title
A Collaboration Ecosystem enabling EU Creative SMEs to exchange multi-media content and create multi-plot, interactive Apps for Children, curated according to Reader ability and educational value.

### Project URL
www.q-tales.eu

### EU Project Officer
Ms. Alina Senn

### Deliverable Number
D4.3  

### Title
USER MANUAL

### Work Package Number
4  

### Title
System integration and testing

### Date of Delivery
Contractual M14  

### Status
version 1.0  

### Nature
Report  

### Dissemination level
Public

### Authors (Partner)
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### Abstract
This deliverable presents the use manual of the Q-Tales ecosystem. Section 3 describes the entire procedure, from the book author that sets up a new e-book project and tries to find collaborators, to the kids’ reading the e-book.

### Keywords
user manual, Q-TALES, e-book, initiator collaborator, curator, customer

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<thead>
<tr>
<th>Issue Date</th>
<th>Rev. No.</th>
<th>Author / Reviewer</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>21/3/2016</td>
<td>0.1</td>
<td>Ilias Trochidis</td>
<td>First draft</td>
</tr>
<tr>
<td>4/4/2016</td>
<td>0.2</td>
<td>John Paraskakis</td>
<td>Update with collaboration platform functionality.</td>
</tr>
<tr>
<td>5/4/2016</td>
<td>0.3</td>
<td>Theodoros Doukoulos</td>
<td>Update with authoring tool functionality.</td>
</tr>
<tr>
<td>7/4/2016</td>
<td>0.4</td>
<td>Athanasia Anoyrkati</td>
<td>Update with store functionality.</td>
</tr>
<tr>
<td>15/4/2016</td>
<td>0.5</td>
<td>Ilias Trochidis</td>
<td>Development of HTML manual</td>
</tr>
<tr>
<td>28/04/2016</td>
<td>1.0</td>
<td>Ilias Trochidis, Athanasia Anoyrkati</td>
<td>Final Version</td>
</tr>
</tbody>
</table>
# Contents

1. **INTRODUCTION** .......................................................................................... 5  
2. **ABOUT THIS REPORT** .............................................................................. 5  
3. **USERMANUAL** ......................................................................................... 5  
   3.1. **Initiator** .................................................................................. 5  
      3.1.1. Landing page ........................................................................ 5  
      3.1.2. Login / Registration .............................................................. 6  
      3.1.3. Main page ........................................................................... 7  
      3.1.4. Edit profile .......................................................................... 8  
      3.1.5. Start new project ................................................................. 9  
      3.1.6. Upload assets ...................................................................... 12  
      3.1.7. Incoming version ................................................................. 12  
      3.1.8. Create new e-book ............................................................... 14  
      3.1.9. Authoring tool-Home page ................................................... 15  
      3.1.10. Text editing ...................................................................... 18  
      3.1.11. Image editing .................................................................... 19  
      3.1.12. Editing the book theme ....................................................... 19  
      3.1.13. E-book statistics ................................................................. 22  
      3.1.15. Insert audio on objects ....................................................... 23  
      3.1.16. Insert audio on pages .......................................................... 24  
      3.1.17. Send e-book for curation .................................................... 26  
      3.1.18. Publish curated e-book ....................................................... 26  
      3.1.19. Remove e-book from Store ................................................ 27  
      3.1.20. View published e-book ....................................................... 28  
   3.2. **Collaborator** .................................................................................. 29  
      3.2.1. Landing page ........................................................................ 29  
      3.2.2. Login / Registration .............................................................. 30  
      3.2.3. Main page ........................................................................... 30  
      3.2.4. Edit profile .......................................................................... 31  
      3.2.5. Incoming version ................................................................. 32  
      3.2.6. Upload assets ...................................................................... 34  

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D4.3 USER MANUAL
3.2.7. View published e-book ................................................................. 34
3.3. Curator ......................................................................................... 35
  3.3.1. Landing page ........................................................................... 35
  3.3.2. Login / Registration ................................................................. 36
  3.3.3. Main page .............................................................................. 37
  3.3.4. Edit profile ............................................................................ 37
  3.3.5. View e-books ....................................................................... 38
  3.3.6. Preview and score e-book ...................................................... 40
3.4. Customer .................................................................................... 41
  3.4.1. Home page ........................................................................... 41
  3.4.2. Login / Registration ................................................................. 41
  3.4.3. Account page ....................................................................... 43
  3.4.4. Edit personal information ...................................................... 43
  3.4.5. Purchase e-book .................................................................. 44
  3.4.6. View purchased e-book ....................................................... 48
1. INTRODUCTION

“Q-Tales” is a Collaboration Ecosystem that aims to serve the needs of the European Children e-book industry. European Creative SMEs, Experts and Parents, co-create new or transform available Children Literature into high quality e-books using innovative ICT tools. A Curation Framework in the field of Pedagogy, Children Psychology and evolutionary Psychology is the added value of Q-Tales as all e-books that are sold through the platform are evaluated.

2. ABOUT THIS REPORT

This document (D4.3 User Manual) presents the user manual of the Q-Tales ecosystem that consists of the following three interrelated subsystems:

- Q-Tales Collaboration Platform, including Gamification Aspects, where self-publishers, authors, illustrators, voice actors, animators and other related SMEs and professionals communicate, offer and receive services and collaborate.
- Q-Tales Authoring Tool, featuring an easy-to-use interface with powerful and sophisticated authoring features which will be used to create the Q-Tales eBooks and apps, incorporating the Q-Tales Ontology and utilizing gamification techniques.
- Q-Tales Store where the authored eBooks and apps will be offered worldwide.

The aim of the user manual, which is distinguished per end-user role (initiator, collaborator, curator, customer), is to describe the entire procedure, from the book author that sets up a new e-book project and tries to find collaborators, to the kids’ reading the e-book. Since this is a public deliverable, the user manual is available to a public url and can be found here: http://store.qtales.com/usermanual/.

3. USERMANUAL

3.1. Initiator

3.1.1. Landing page

By visiting the url: qtales.com we are first prompted to the Landing page of QTales where we gather the most important aspects of the Collaboration Platform, as well as the philosophy of the whole project.
3.1.2. Login / Registration

We click the login button on the upper right corner of the screen and a pop up login window appears asking for our credentials.
If we are not registered users we press the create account prompt and another pop up window called register form appears.

We fill in our basic info and press sign-up. Our QTales account is now ready and we are officially ready to collaborate and bring Children Books to life!

3.1.3. Main page

After pressing the Sign-up button we are prompted to the main page of QTales where all our projects are loaded and displayed in a clean and intuitive way. Because we are new in the platform we don’t have any projects yet.
3.1.4. Edit profile

We will now fill in our profile page (by clicking the portfolio button) in order for us to show our work and capabilities and ensure that we are well represented in the platform.

After clicking portfolio we are prompted to our profile page where by clicking the edit button we can edit our profile.
We are then prompted to edit our profile. We can Upload a profile pic, enter our Full name, Short CV as well as assets and social links. When we are satisfied with result we click save.

We are then prompted to our updated profile. We can always re-edit our profile for further improvements.

3.1.5. Start new project

We now go back to the Projects Tab to create our first project. We click “Start New Project” and we are prompted to the new project page.
3.1.5.1. Basic information

We will now provide the info of our project. By clicking save we finalize the basic info of our project and can now upload store assets and collaborate.

3.1.5.2. Store information

We will now proceed to update our store info. By clicking the Store Info Tab.
3.1.5.3. Request collaboration

By clicking on the team tag we can now request for users to help us on the project by collaborating. Let's say we will make a request for some authors to reimagine the story and provide the texts for us.

We click add on the right side of the screen and a pop up window will ask for the request details. By submitting the request a message on the incoming tab of each illustrator in the platform will appear and request for collaboration. More on collaboration requests later on.
3.1.6. Upload assets

By clicking the assets page we can view and upload assets, either by us or by collaboration team members.

3.1.7. Incoming version

Let’s go visit the incoming version of our platform now. There we will find collaboration requests from other members like the one we just did. We can choose or ignore requests as well as comment and view the profile of the project initiator.
3.1.7.1. Requests

By clicking the read full description button we are prompted to the request page and can leave a comment and even join the project (we can always go back to the incoming page to browse more requests).

3.1.7.2. Send message

We can now click the Messages tab to view our recent messages and reply.
3.1.8. Create new e-book

We can now click the “Edit in authoring tool” to start creating our e-book. There are 2 options here.

A. The first is to download the authoring tool as a standalone application for PC and Mac.

The links for these two apps are found here:  
PC: [https://dl.dropboxusercontent.com/u/21464006/QTalesAuthoring2.0.zip](https://dl.dropboxusercontent.com/u/21464006/QTalesAuthoring2.0.zip)  
Mac: [https://dl.dropboxusercontent.com/u/21464006/QTales_OSX.zip](https://dl.dropboxusercontent.com/u/21464006/QTales_OSX.zip)

To use these apps, you just need to run and login with the same credentials like the collaboration platform.
B. The second is to use the online WebGL tool. WebGL is the future of the web. It is a JavaScript API for rendering interactive 3D computer graphics and 2D graphics within any compatible web browser without the use of plug-ins. All desktop browsers try to fully support WebGL but it is not so stable yet. Q-Tales could not ignore WebGL. So effort is made to produce a WebGL Authoring tool and players. All the presentation in this prototype was made using Chrome as a browser and the WebGL authoring tool of the Q-Tales platform.

Whatever is the choice of the version of the authoring tool the procedure is the same.

3.1.9. Authoring tool-Home page

When you open the authoring tool, you must login to see your created projects (those from the collaboration platform).

Give your credentials at the requesting fields. (to test the system use eu_demo1 and password:1234567).

After successful login you see two options. Click BROWSE PROJECTS to edit your projects.
A thumbnail for each project appears. You can also edit different versions of the same project.

After selecting a project the loading screen appears. All the assets are downloaded from the collaboration platform.
When download completes, the e-book appears for editing. If it’s the first time you open the e-book you will be asked to select the book style (portrait, landscape, etc.).

The following figure presents all the basic functionality of the starting screen.
3.1.10. **Text editing**

If you click on a text (or insert a new text element on a page) the edit menu appears.

The following figure presents all the basic functionality of the edit screen.
3.1.11. Image editing

When you click on an image, the edit menu for the images appear. The following figure presents all the basic functionality of the edit screen.

3.1.12. Editing the book theme
You can set the background for all your book pages from the Settings→background theme panel.

Clicking on the white box at the top left you can see all the available images (free and those uploaded in your project). The first image on the list is the empty background.

Selecting one of the images you can see in the right preview panel who your book pages will look like.
If you prefer a background color instead of an image click one of the main colors of click to set the desired color.

You can also make a combination of image and background color.
3.1.13. E-book statistics

You can see statistics about the e-book you created selecting Settings → Book Analysis. There you see information about average word count per page, average characters per word, unique words in the book, number of sentences, etc.


Use our free Library to create your stories.
Or use your own images that you have uploaded to the collaboration platform.

3.1.15. Insert audio on objects

Same like images you can add sound to selected objects (text or images) on each page. Click Insert→Image→Project and select the sound you have uploaded.
It’s important to upload two formats with the same name (.mp3 and .ogg) to be able to hear them on all devices - Convert them with Audacity to ogg, it’s free.

The audio sign appears on each object connected with a sound. Click “Remove Audio” button to remove the audio from the selected object.

3.1.16. Insert audio on pages

You can add sound to your book pages using the playlist functionality. Click
Insert → playlist → Project and select the sounds you want to be played when the page turns.

If you click Page Playlist the selected sounds appear and you can remove it by clicking on them.

When the page turns the sounds play one after the other.
3.1.17. Send e-book for curation

After the e-book is finished we can send it for curation. This is possible by clicking “Submit for Curation” under the project logo on the left.

3.1.18. Publish curated e-book

After the e-book is curated, its author sees the project is curated and he can publish the e-book to the Q-Tales Store.
By clicking “Release this version” the e-book is transferred to the Q-Tales store.

3.1.19. **Remove e-book from Store**

You have the option to remove your e-book from store by clicking on the “Remove form Store”.
3.1.20. View published e-book


You can also preview it from the Q-Tales Store. For more details read “3.4 Customer” section.
3.2. Collaborator

3.2.1. Landing page

By visiting the url: qtales.com we are first prompted to the Landing page of QTales where we gather the most important aspects of the Collaboration Platform, as well as the philosophy of the whole project.
3.2.2. Login / Registration

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3.2.5. Incoming version

Let’s go visit the incoming version of our platform now. There we will find collaboration requests from other members. We can choose or ignore requests as well as comment and view the profile of the project initiator.
3.2.5.1. Requests

By clicking the read full description button we are prompted to the request page and can leave a comment and even join the project (we can always go back to the incoming page to browse more requests).

3.2.5.2. Send message

We can now click the Messages tab to view our recent messages and reply.
3.2.6. Upload assets

By clicking the assets page we can view and upload assets.

3.2.7. View published e-book

Since the e-book is published, you can download the Android Player (Requires 4.4 and up):
You can also preview it from the Q-Tales Store. For more details read “3.4 Customer” section.
3.3. Curator
3.3.1. Landing page

By visiting the url: qtales.com we are first prompted to the Landing page of QTales where we gather the most important aspects of the Collaboration Platform, as well as the philosophy of the whole project.
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We are then prompted to edit our profile. We can Upload a profile pic, enter our Full name ,Short CV as well as assets and social links. When we are satisfied with result we click save. We are then prompted to our updated profile. We can always re-edit our profile for further improvements.

3.3.5. View e-books

Curators can see the e-book in the Curate tab when they login in the system. E-books that are not curated have the status “waiting for curation”.
3.3.6. Preview and score e-book

By clicking the project icon the app loads and they preview and score the e-book through a number of questions.
3.4. Customer

3.4.1. Home page

By visiting the url: store.qtales.com you are first prompted to the Home page of Q-Tales Store.

3.4.2. Login / Registration

You can click on “LOG IN” on the upper right corner of the screen to login to the Store or to create an account.
After pressing the “LOG IN” you are prompted to the “Authentication page”. If you are a registered user, fill in your credentials and press the “LOG IN” button. If you are subscribed to the Collaboration Platform, you can use the same credentials.

If you are not yet registered user, fill in your e-mail and click on the “CREATE ACCOUNT” button.

If you are not yet registered user, fill in your basic information and press the “SIGN
If you are a publisher check the box “Request for premium publisher access”.

Your Store account is now ready and you can place an order.

3.4.3. Account page

After pressing the “SIGN UP” button you are prompted to your account page where you can view and manage all your personal information and orders.

3.4.4. Edit personal information
You can fill in your profile page by clicking on “MY PERSONAL INFORMATION”. Fill in your information and press the “SAVE” button. You can update your personal information if it has changed.

You can also add your address by clicking on “MY ADDRESSES”. Fill in your address information and press the “SAVE” button. You can update your address if it has changed.

3.4.5. Purchase e-book
You can click on “e-BOOKS” to view all e-books and categories.

You are then prompted to “e-books” category page. There you can sort e-books by category, price, name, sales, date added and curation score.

If you hover on e-book thumbnail you can see that you have two options: 1. View full information and 2. Add to cart.
If you choose to view more information about the e-book, you are prompted to the product page. There you can see all related details.
If you decide to purchase the e-book press on the “ADD TO CART” button.

After pressing the “ADD TO CART” button a pop up window appears. There you can choose to continue shopping or proceed to checkout.
After pressing the “PROCCEED TO CHECKOUT” button you are prompted to the “Shopping-cart summary” page. Check all details and press the button “PROCCEED TO CHECKOUT” to checkout.
3.4.6. View purchased e-book

After completing the purchase you are prompted to the “Order History” page. There, click on the e-book’s link or on the “Details” button to view your order’s details.

After pressing the “Details” button you can view details about the e-book. Click on “Click here to get your e-book” to open the e-book in WebGL (BETA-some features may not work properly).