

PERMA eHub

Student Handbook 3.0

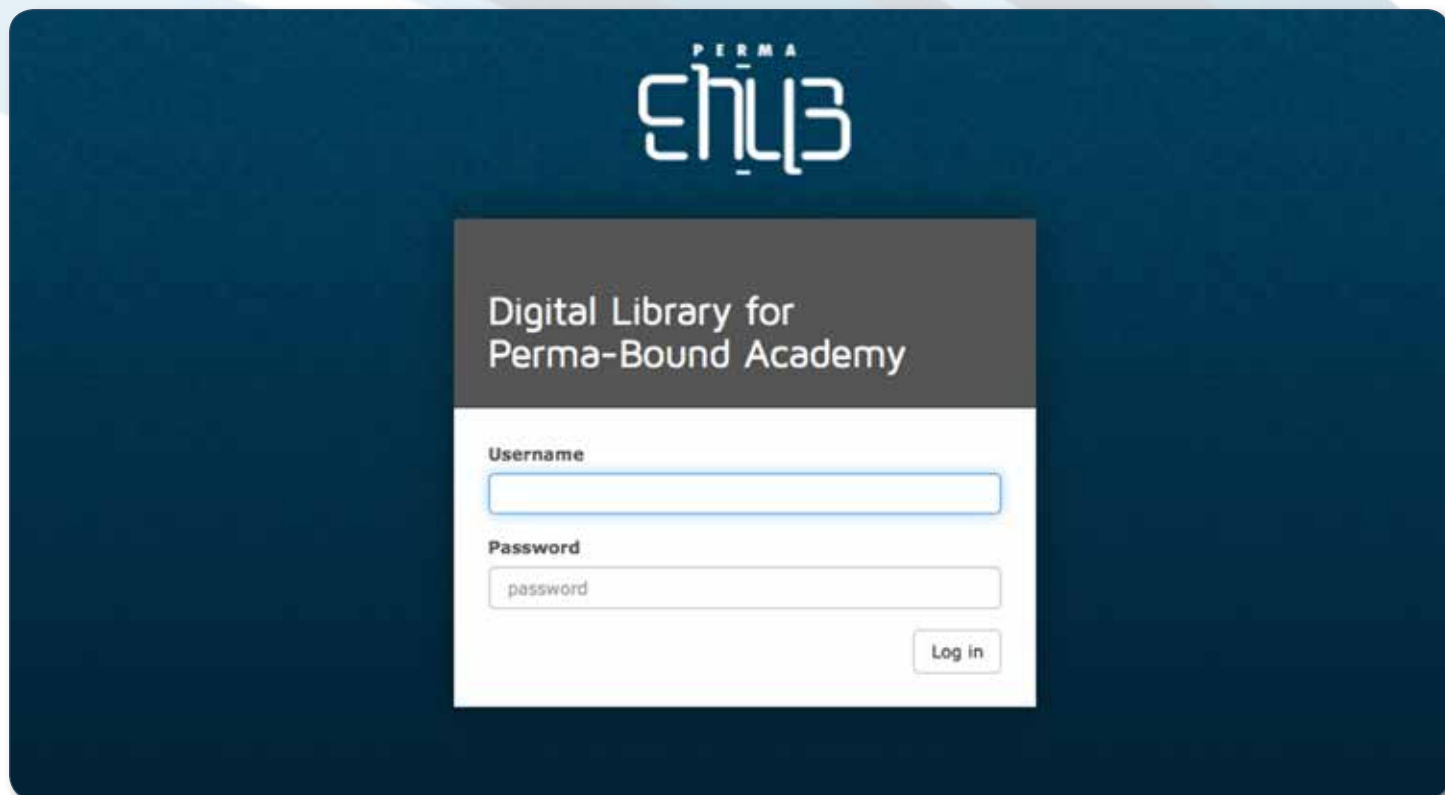


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A division of Herzberg-New Method Inc. 617 East Vandalia Road, Jacksonville, Illinois 62650

PERMA-BOUND
THE STRONGEST BOOKS YOU CAN BUY

Getting Started

To get started, talk to your school librarian about setting up your personal account, which will include your school's eHub URL, log-in information and a personal password. Once you've done that, you're ready to read. Enter your eHub url in a browser window. You will be prompted for your username/password.

A screenshot of the Perma eHub login interface. The background is a dark blue gradient. At the top center is the 'PERMA eHUB' logo, with 'PERMA' in small capital letters above 'eHUB' in a stylized font. Below the logo is a white rectangular login form. The form has a dark grey header section with the text 'Digital Library for Perma-Bound Academy' in white. Below this header, the form contains two input fields: 'Username' and 'Password'. The 'Username' field is empty, and the 'Password' field contains the text 'password'. To the right of the password field is a 'Log in' button.

A sample eHub URL format: [http://www.perma-ehub.com/\[abc123\]](http://www.perma-ehub.com/[abc123]), where [abc123] is school/library specific.

Your eBooks Collection

Once you have successfully logged into eHub you will see a collection of eBooks that belong to your school/library. You may toggle between Shelf View or List View to browse over your eBook collection. Here you can search for a specific title, or filter your search results.

The screenshot displays the eHub eBooks collection interface. At the top, there is a search bar with the text "Search" and a magnifying glass icon. Below the search bar, it indicates "1 - 20 of 500 books". To the right of the book grid, there are two tabs: "Shelf" (selected) and "Listing".

The main area shows a grid of 15 eBook covers arranged in three rows of five. The covers include titles like "1, 2, 3, It's Easy for Me!", "CRASH", "20,000 Leagues Under the Sea", "3-D Shapes Are Like Green Grapes!", "50-CENT", "The 50-Cent", "The 50-Cent", "The 50-Cent", "The 50-Cent", and "The 50-Cent".

On the right side, there are three filter sections:

- Accelerated Reader Level**

Level	Count
0.1-1.9	11
2.0-4.9	379
5.0-7.9	64
8.0-11.9	9
- Interest Level**

Level	Count
Pre-K, K	30
Grades 1-3	102
Grades 4-6	134
Grades 7-12	398
Professional	1
- Lexile Framework**

Level	Count
1-549	134
550-899	183
900-1199	17
Above 1200	4

At the bottom, there is a section for **Reading Counts! Level** with two options: 2.0-4.9 (54) and 5.0-7.9 (7).

Search Your Collection

You may use the search bar to enter an eBook title, part of an eBook annotation, or the author's name to find your eBook. You can narrow down your search results using the various filters on the right side of the search results. Below is an example of a search for books with "Cats" in the title.


Cats

1

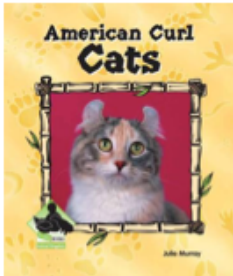
Q

1 - 9 of 9 books


ShelfListing




Abyssinian Cats
By Britton, Tamara L.
Presents information about the Abyssinian cat including physical characteristics, care and feeding, and what to look for when buying a kitten.
Interest Level 2-5
Reading Level 3.5



American Curl Cats
By Murray, Julie
Describes the physical characteristics, habitat, and behavior of the American curl cat.
Interest Level 1-4
Reading Level 3.0



American Wirehair Cats
By Wheeler, Jill C
Describes the origins, qualities, physical features and care needed for American wirehair cats.
Interest Level 2-5
Reading Level 4.7



Tally Cat Keeps Track
By Harris, Trudy
Alley cat Tally McNally loves to tally and loves to win but when his competitive streak gets him into trouble he has to rely on his friends for help.
Interest Level Pre-K-2
Reading Level 3.1

2

Accelerated Reader Level
2.0-4.9 9

Interest Level
Pre-K, K 3
Grades 1-3 9
Grades 4-6 6

Lexile Framework
550-899 1

Reading Counts! Level
2.0-4.9 1

Reading Level
Grades 1-3 7
Grades 4-6 2

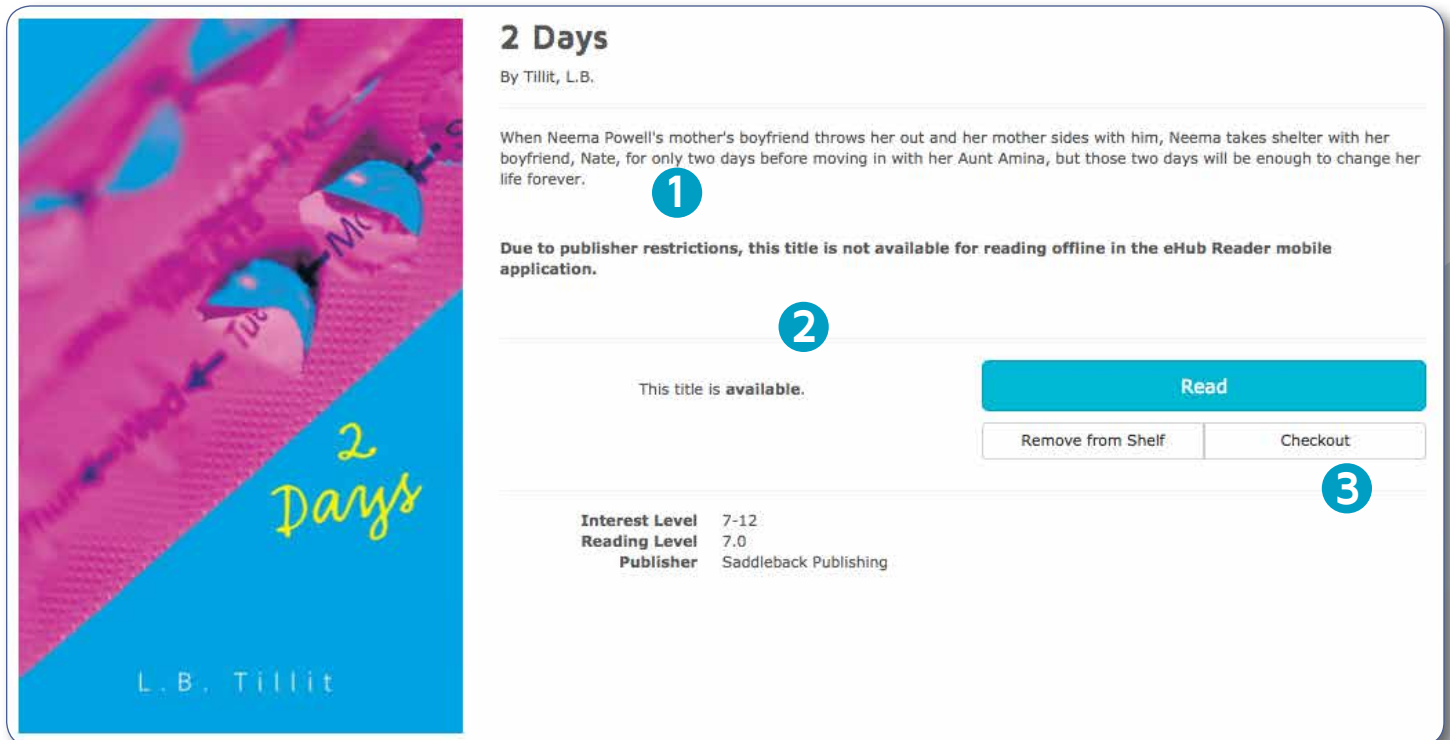
3

Tags
Cats 8

- 1 Search** - find an item with a specified keyword among the collection of titles.
- 2 Filters** - Help narrow down your search results based on the selected filter criteria. In the above search example, there are three titles that match the interest level range of Pre-K-K. Selecting this filter will narrow down your search to these three books.
- 3 Tags** - You can filter your search results based on the tags created by your school librarian.

Title Details

Once you've selected a given title within eHub, you will see the title details as shown below. You are given the option to read the eBook, add it to the shelf, or check it out.



2 Days
By Tillit, L.B.

When Neema Powell's mother's boyfriend throws her out and her mother sides with him, Neema takes shelter with her boyfriend, Nate, for only two days before moving in with her Aunt Amina, but those two days will be enough to change her life forever.

Due to publisher restrictions, this title is not available for reading offline in the eHub Reader mobile application.

This title is **available**.

Read


Remove from Shelf | Checkout

Interest Level	7-12
Reading Level	7.0
Publisher	Saddleback Publishing

- 1 Some titles are not available for offline access. You will not be allowed to read some titles on smartphones/tablets.
- 2 This section tells you how many title licenses are available.
- 3 You may click on the "Read" button to start reading this eBook, or you could check out this book to yourself. This will put a hold on the book, allowing you to access it anytime within the checkout duration set up by your librarian.

Checkout

The loan policy is determined by the administrator.



2 Days

By Tillit, L.B.

1

You have **5** of your **5** checkouts remaining.

2

Please confirm your checkout until **Mar 22, 2014**.

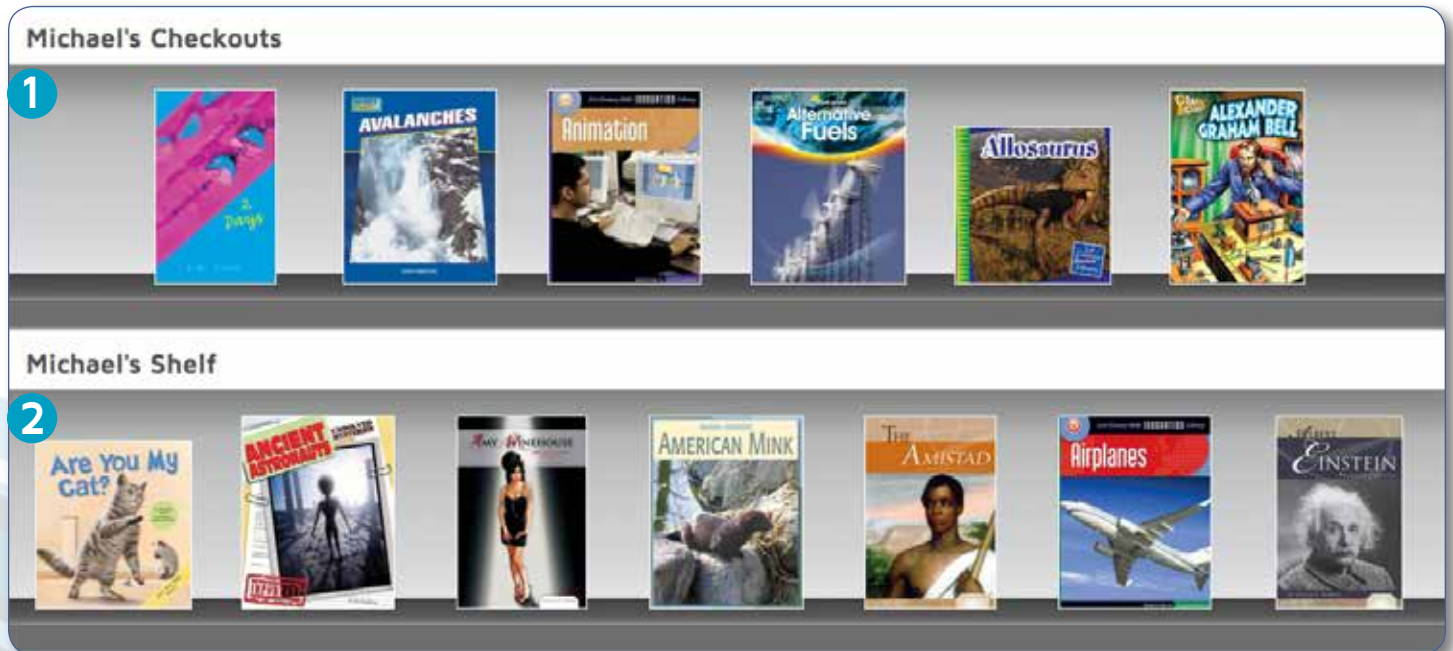
Checkout and Read

Just Checkout for Now

- 1 Checkout Limit** - This shows how many titles can be checked out at a time, and how many you have checked out.
- 2 Checkout Duration** - This shows you the duration for which this checkout will be active. Once you've passed your due date, this book will be returned back to your collection. However, you can click on "Early Return" to return your book at any time.

My Shelf

Titles that you add to your shelf, and books that you check out, are organized on your “My Shelf” view for later reference. This makes for quick access to titles you are interested in reading later.



- 1 Checkouts** - Titles you have checked out will be placed here, where they can be accessed at your convenience.
- 2 Shelf** - Titles that you want but that are not checked out will be placed here. EBooks that you are interested in can be added to your Shelf View for later reading. These eBooks don't count against your checkout limit.

Digital Databases

In addition to Perma-Bound eBooks, you can search supplementary digital databases from your eHub log-in. These illustrated databases—which include easy keyword searching, vivid illustrations, videos, and interactive games—are always available, 24/7, through your eHub account.



PowerKnowledge: Earth & Space Science

By Rosen Digital



United States Presidents

By ABDO Digital

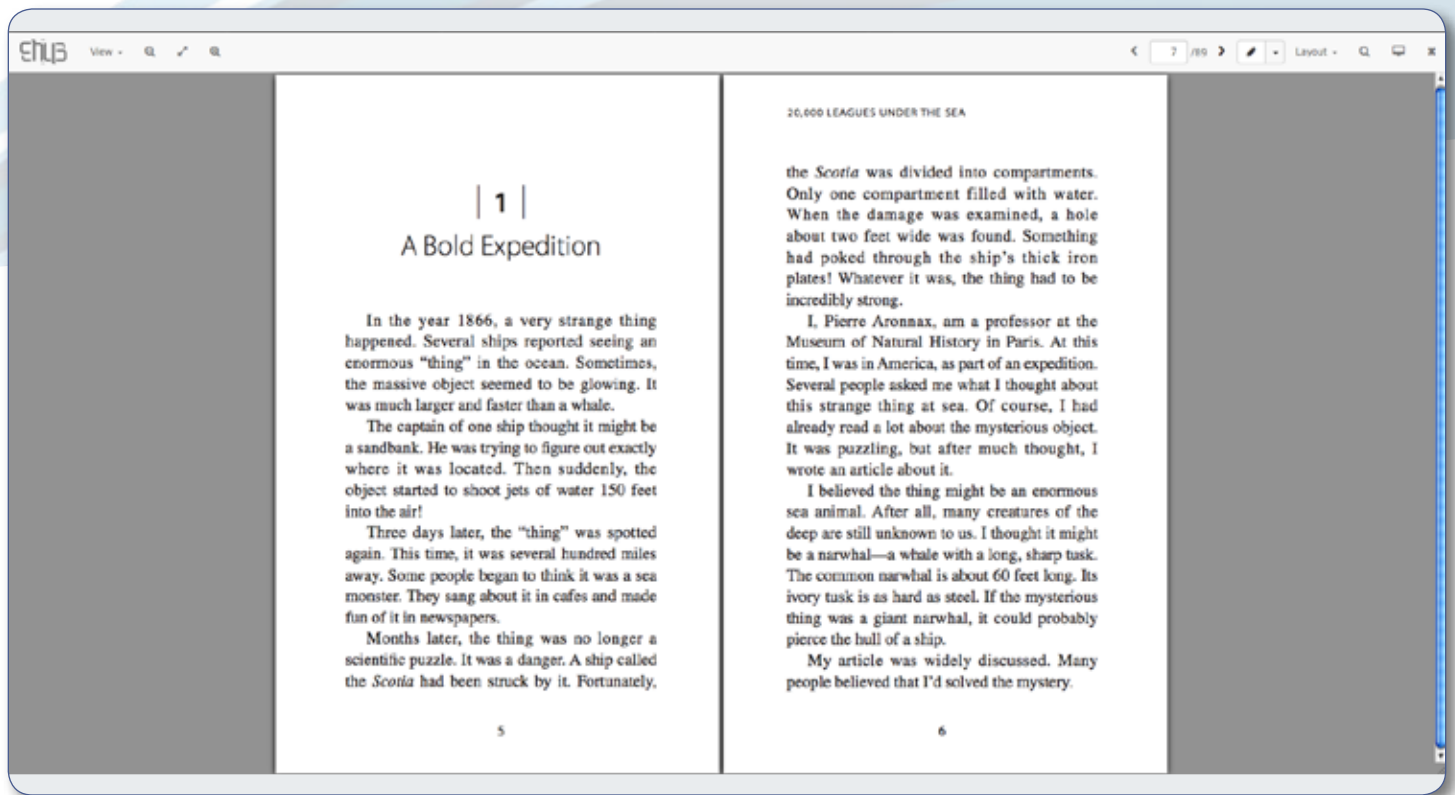


Online Reader

The online reader comes with some very useful tools and features to help you make the most of your reading experience. The online reader supports the following features:

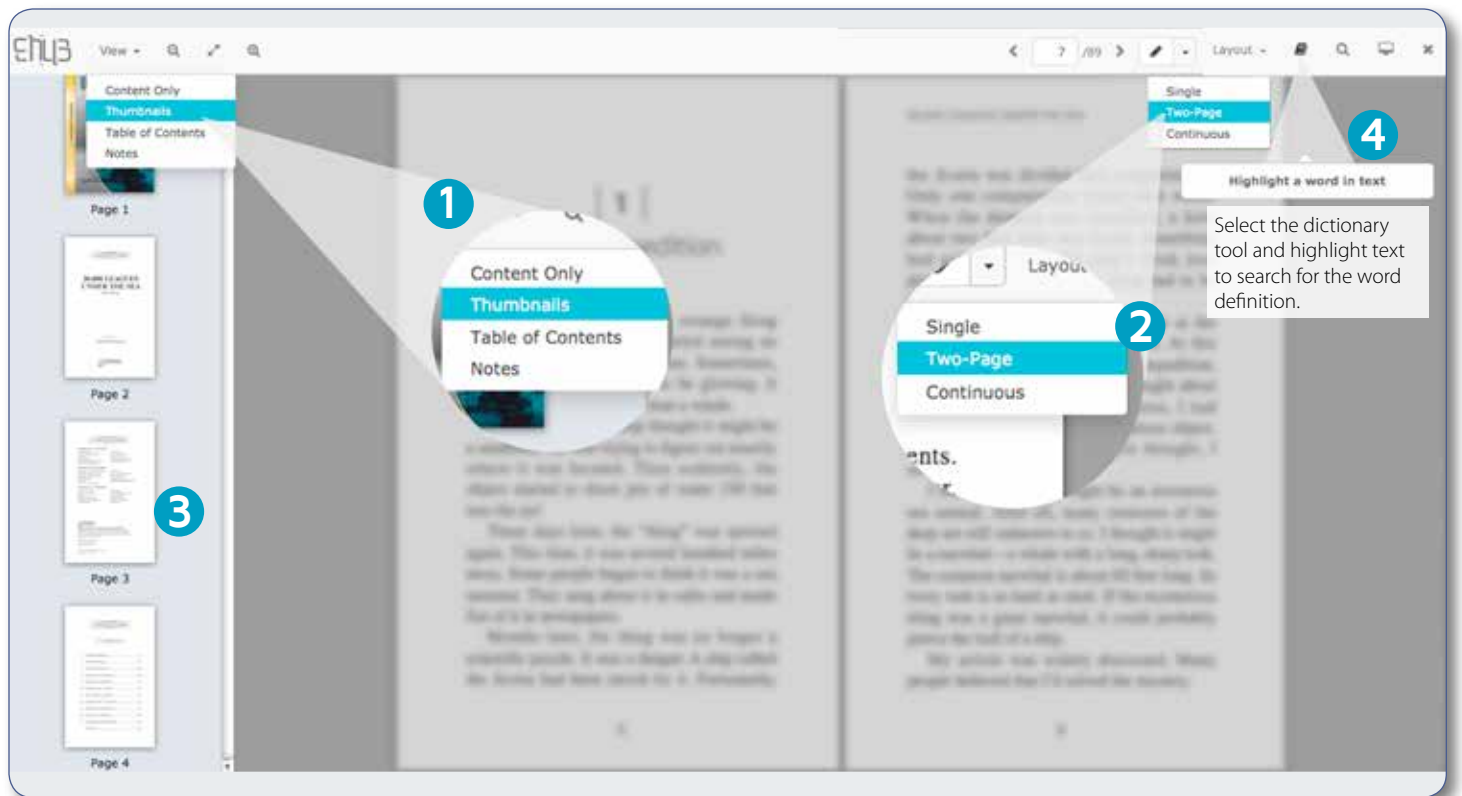
- Three different page layouts (single-page, two-page, continuous)
- Four book views (content-only, thumbnails, table of contents, notes)
- In-title search with navigation for quick access
- Annotation tool (draw, highlight, underline, strikeouts, notes)
- Dictionary (Select the dictionary tool and highlight text to search for the word definition.)

The online reader view



On the following page is a more detailed look at page layout and the annotation view.

Thumbnail View/Two-Page Layout

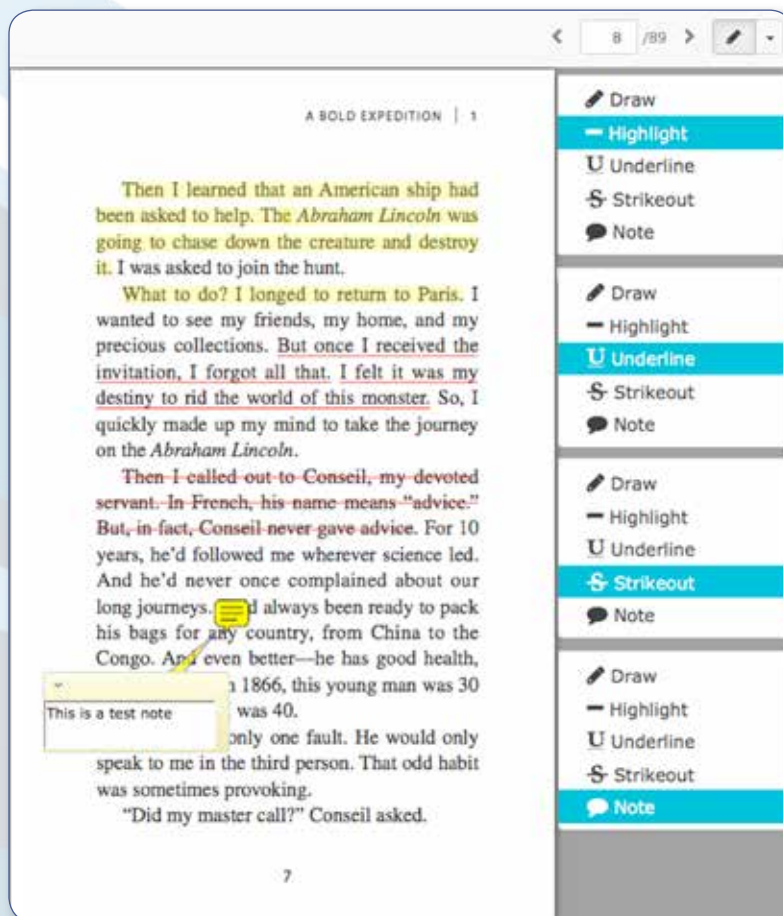


1 Book Views

2 Page Layout

3 Thumbnails

4 Dictionary Tool



Annotation Tool View

With this tool, you can:

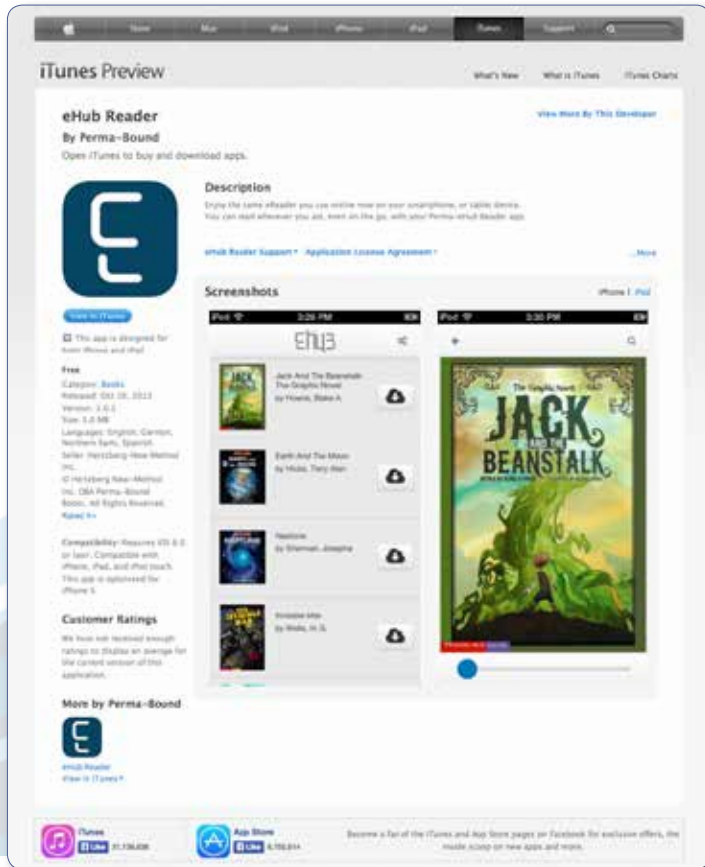
- Use the Highlight Tool to highlight text on the book.
- Underline any text of interest for later reference.
- Strike out text that might not be relevant.
- Add notes to any section of a book for quick reference, and easy navigations and bookmarks.

Offline Reader

You may download your eBooks onto your smart devices (phones/tablets) to read offline.

Perma-eHub allows you to connect up to six devices to your Perma-eHub account. Perma-eHub has apps for both iOS™ and Android™ devices.

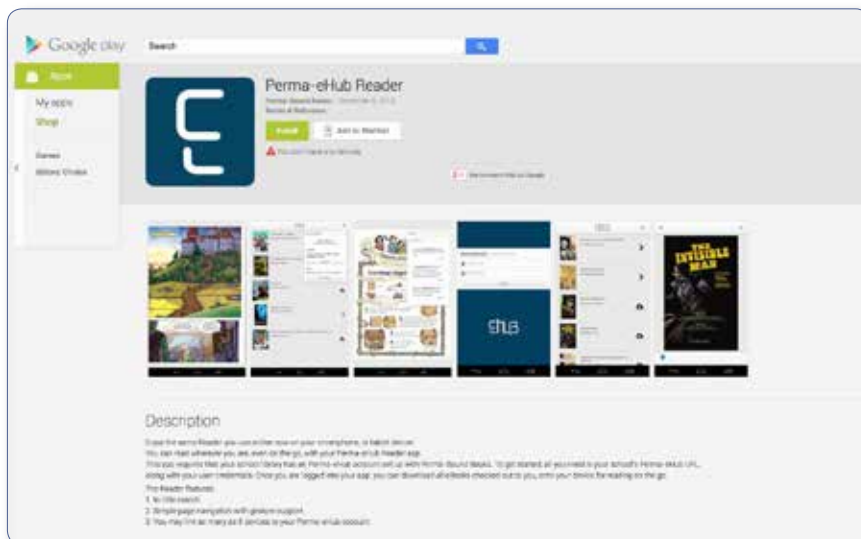
To use the offline reader, you must get your school's eHub URL and your user credentials from the librarian.



Perma-eHub Reader iOS™ app.

Apple users can download the eHub Reader App through iTunes.

We support iPhone/iPod/iPad running iOS Version 6 and above.



Perma-eHub Reader Android™ app.

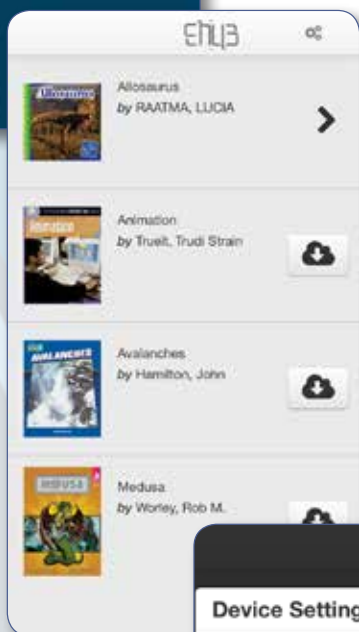
Android users can download the Perma-eHub Reader App through Google play.

We support Android Devices running on Android Version 2.3.3 and above.



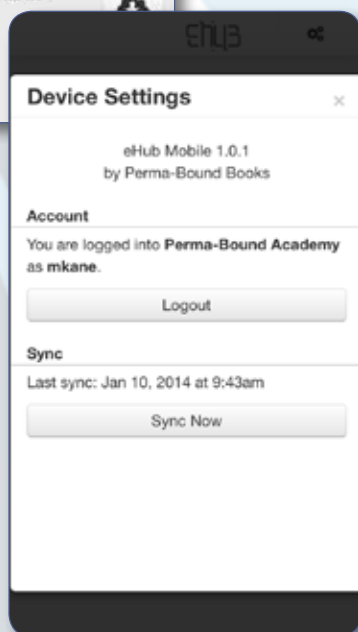
Perma-eHub App

Once you have successfully installed the Perma-eHub app from the app store, you will click on the eHub Reader icon to launch the app. This will prompt you to enter your user credentials and your school's Perma URL.



Title Listing

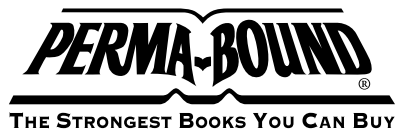
Once you log in you will see a list of titles available for you to read offline. Click on the cloud icon to download a title to your device. Click the chevron icon to read a title. Only books checked out to your account on your Perma-eHub will be available for download.



Settings Information

The "Logout" button logs you out of the app. "Sync Now" synchronizes all your current eBook checkouts that are downloadable.

That's it! Once you're set up and logged in, you're ready to read. You can download all the eBooks checked out to you (barring publisher restrictions) so you can read your books anytime, anywhere.



For more information

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Perma-Code

