

Kobo Touch

User Guide

TABLE OF CONTENTS

About your eReader	4
What's in this section	4
Anatomy of your eReader	5
Charging your eReader	6
Using the touch screen	8
Going to sleep and waking up.....	10
Connecting to your computer.....	12
Using Your Library	13
What's in this section	13
Syncing your library over Wi Fi (updating your library)	16
Using custom library shelves.....	17
Deleting books.....	19
Reading on your eReader	21
What's in this section	21
Reading a book.....	21
Navigating a book	21
Changing the way text looks	23
Closing and bookmarking your page.....	25

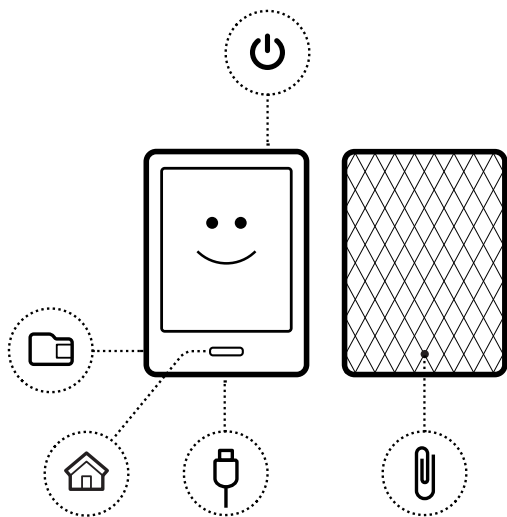
Annotating text, and looking up or translating words.....	26
What's in this section	26
Using notes	28
Bookmarking pages	29
Using the dictionary.....	31
Translating a word	31
Getting a Book	33
What's in this section	33
Shopping for a new book.....	33
Buying a book	35
Adding library books and books from other bookstores	37
Understanding EPUB, PDF, and DRM	38
Using Wi Fi.....	40
What's in this section	40
About Wi Fi.....	40
Turning off Wi Fi	41
Connecting your eReader to a wireless (Wi Fi) network	41
Getting Help.....	43
Safety, Regulatory and Warranty Information.....	43

About your eReader

What's in this section

- Anatomy of your eReader
- Charging your eReader
- Using the touch screen
- Going to sleep and waking up
- Connecting to your computer

Anatomy of your eReader



Power slider

Turn your eReader on or off, or put it to sleep.



Micro SD slot

Increase the number of books your eReader can hold by inserting a micro SD card.



Home button

Jump back to your Home page at any time.



USB port

Connect your eReader to your computer using the supplied USB cable, to charge your eReader or add books to it.

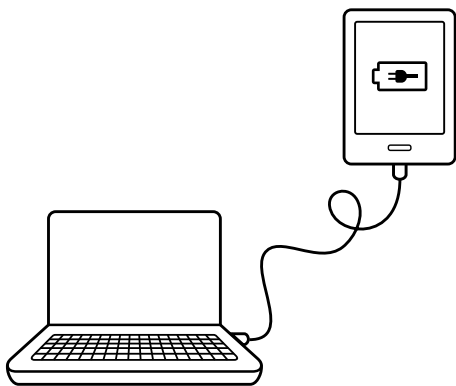


Reset hole

Insert a paper clip and hold to reset your eReader if necessary.

Charging your eReader

To charge your eReader, connect it to your computer using the USB cable provided in your box.



As it charges, your eReader will display the battery's charge at the top right-hand corner of the screen.

Battery icon...

Meaning...



Your eReader is out of power.



Your eReader is charging.



Your eReader has partial charge.



Your eReader is fully charged.

To find out how much power your eReader has left, press the Home button and return to your Home screen. You'll find the battery icon at the top right-hand corner of the screen with the battery's current capacity.

Using the touch screen

You can touch your eReader screen to open books, turn pages, select items, and more. In many cases you can just touch the screen lightly with a fingertip to interact with it. There are a few other gestures that you may find useful.

Tapping

This is the gesture you'll use the most. Just tap the screen lightly to open a book, turn a page, select a menu, and more.

Double-tapping

To double-tap you tap the same spot on the screen twice quickly. If you're reading a PDF, you can double-tap to zoom in to a page and make it bigger. If you're already zoomed-in, double-tapping the page will zoom out.

Swipe

You can use this gesture to page through books that you are reading. To page forward, place your finger on the right edge of screen and quickly drag it horizontally to the left. The page will turn just like a real book. You can swipe from the left-edge of the screen to page backwards.

Press and hold

This is also called ‘long press’. To use this gesture, touch the screen and hold your finger in place. This gesture allows you to select text while reading. Just touch a word on the screen and hold your finger in place for a moment. When you let go, your eReader will underline the word and show two circles — one at each end of the word. You can then use the drag gesture on the circles to select more text. Note: Not all books allow for text selection.

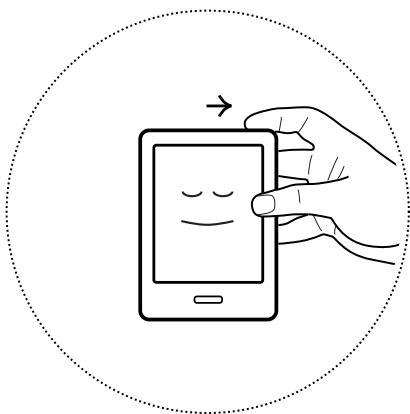
Dragging

If you’re reading a PDF and you zoom in to see a bigger version of your page, you can drag the page around to see different parts of it. To do this, touch anywhere on the screen and lightly move your finger around. The page will move in the direction of your finger.

Going to sleep and waking up

You can turn your eReader off or put it to sleep when you're not reading. Both help your battery last longer. The main difference is that when you put your eReader to sleep and then wake it up, you go directly back to the last screen you saw. This could be a page in the book, the Kobo Store, or an area in your library. If you turn your eReader off you'll go back to your Home page when you turn it on again.

Note that putting your eReader to sleep can interrupt things like library syncing and wireless connections.



To turn on your eReader:

- Slide the power button and hold until your eReader turns on.

To turn off your eReader:

- Slide the power button and hold until the Off screen appears.

To put your eReader to sleep:

- Slide the power button and release quickly.

To wake your eReader from sleep:

- Slide the power button and release.

Connecting to your computer

You can connect your eReader to your computer using the Kobo Desktop software. Kobo Desktop lets you buy books, rate books, organize your eReader library, and more.

Here are a few things you can do on Kobo Desktop:

- Manage a large collection of books with list view
- Read your books on your computer
- Browse Kobo books, read previews and buy books

For more details on Kobo Desktop, you can download the Kobo Desktop guide from www.kobo.com/userguides. You can also search our online help portal at kobo.com/help to ask questions about Kobo Desktop or your eReader.

Using Your Library

What's in this section

- Navigating your Home Page and Library
- Searching for books
- Syncing your library over Wi Fi
- User custom library shelves
- Deleting books

Navigating your Home Page and Library

Your Home page is the first thing you see when you turn on your eReader. You'll find the covers of up to 5 books, newspapers, documents or magazines you're reading in a mosaic on your Home page. When you add new items to your eReader, they'll also appear on this page. Just tap a book cover to open the book and start reading.

Your Library lets you read and manage books on your eReader. You can create custom shelves to organize your books and even read any book previews you've added.

In your Library you'll find:

- **Books** — see all the books and documents in your library.
- **News & Magazines** — see any newspapers and magazines you have subscribed to.
- **Previews** — see excerpts of new and exciting books.
- **Shelves** — add and edit bookshelves to organize your library.

To open your library, press the Home button, then tap Library at the bottom of the screen.


Ready to buy your first book? You can find books by categories, recommended lists, and more. Your eReader makes buying books easy by sorting them into categories:

- **Recommended for you** — find books recommend to you based on your reading preferences.
- **Similar Books** — find books that are similar to the ones in your library.
- **Categories** — see a list of reading categories.
- **Reading Lists**— see a list of popular book categories.
- **Search Kobo Books** — search for a specific book.

To find books, press the Home button, then tap **Find Books** at the bottom of the screen.

Searching for books

If you know exactly what you want to read, you can use Global Search to find a book already in your library, or a new book in Kobo books using the book title, author name, or a keyword.

1. To find a book in your library or in Kobo books:
2. Press the Home button on your eReader.
3. Tap the  Search icon at the top left-hand corner of the screen.
4. Choose where you'd like to search:
 - Tap **Library** to search your library.
 - Tap **Kobo Books** to search the Kobo Store.
5. Using the keyboard, type a book title, author name, or keyword. Your search results will appear as you type.

Notes:



- You can tap a suggestion to go to that result.

- You can also use Global Search while reading; just tap the middle of the page to bring up the Reading Menu, and the Search icon will appear at the top left-hand corner of the screen.

Syncing your library over Wi Fi (updating your library)

If you have bought eBooks from Kobo before, you can easily add these to your eReader using a Wi Fi connection. If you have registered and completed setup, your eReader will automatically download any books in your Kobo account.

To sync your eReader over Wi Fi:

1. Press the Home button on your eReader.
2. Tap the  Menu icon at the top of your screen.
3. Tap the  Sync icon.

Using custom library shelves

Custom shelves let you organize your books into categories that you choose. For example, if you have a collection of books by a favourite author, you can create a custom shelf with the author's name and use it for all books written by that author.

After you've created your shelf, you can add or delete books and rename or delete the shelf.

To create a custom shelf:

1. Press the Home button on your eReader.
2. Tap **Library**.
3. Tap **Shelves**.
4. Tap **New Shelf**.
5. Enter the name of the shelf you'd like to create.
6. Tap **Next**.
7. Tap **Add books**.


8. Select the books you'd like to add to the shelf.
Note: You can also tap the magnify glass icon near the bottom to search for a specific book in your library.

9. Tap **Create**.

To see your custom shelves:

1. Press the Home button on your eReader.
2. Tap **Library**.
3. Tap **Shelves**.
4. Tap on the shelf you want to open.


To add or remove books from your custom shelf:

1. Press the Home button on your eReader.
2. Tap **Library**.
3. Tap **Shelves**.
4. Tap the  Menu icon beside the shelf you'd like to edit.
5. Tap **Edit**.

6. To add a book:

- Tap **Add Books**.
- Tap each book you'd like to add.

Note: You can also tap the magnify glass icon near the bottom to search for a specific book in your library.

7. To remove a book, simply tap the book. A  plus icon means the book is not in the shelf.

8. Tap **Save** when you're done.




Deleting books

If you're done with a book you can delete it from your eReader.

Notes:

- This means that if you use any of Kobo's other reading apps you will no longer have access to the book.
- Don't worry though. If you ever want to retrieve purchased books again, sign in using your user account details at kobo.com and visit the My Account page. You'll be able to add books from your purchase history back into your library.

To delete a book:

1. Press the Home button on your eReader.
2. Tap **Library**.
3. Tap **Books**.
4. Tap the  View icon at the bottom of the screen.
5. Select  to see your books in list view.
6. Find the book you want to delete and tap the  Menu icon next to it.
7. Tap **Delete**.
8. Confirm your deletion

Reading on your eReader

What's in this section

- Reading a book
- Navigating a book
- Changing the way text looks
- Closing and bookmarking your page

Reading a book

- To open a book, just tap the title or cover.







Navigating a book


Moving around while reading is easy. To turn pages in a book, just tap the sides of the page.

If you want to jump forward by more than a page or two, you can:

- Use the navigation bar to change pages or chapters.
- Use the Table of Contents to browse a list of chapters and change chapters.

To jump around in a book using the navigation bar:

1. Tap the center of the page to bring up the Reading Menu.
2. Tap the  Navigation icon.
3. To scroll through the book's pages, touch the circle in the navigation bar and slide it to the right to move forward and to the left to go back.
4. To move to the next page, tap the  Forward icon.
5. To move to the previous page, tap the  Back icon.
6. To jump to the next chapter, tap the  Jump forward icon.
7. To jump to the previous chapter, tap the  Jump back icon.
8. To hide the navigation bar, tap anywhere on the page; or tap the  icon on the navigation bar.

Note: When using the navigation bar, you can quickly return to your original position by tapping the  Snap Back icon.


Changing the way text looks

When you are reading a book, you can adjust the size of text to make reading easier on your eyes. Your eReader offers several different sizes of text for most books.



Note:

Line spacing, margin spacing, and text justification aren't available in Japanese books.

To change the way text looks:

1. Tap the center of the page to bring up the Reading Menu.
2. Tap the  Text icon.
3. To change the style of the text, select a font from the Font Face list.
4. To make text bigger or smaller, tap the + or - signs beside Font Size.
5. To add more space between lines of text, tap the + or - signs beside Line Spacing.
6. To add more space around the edges of your screen, tap the + or - signs beside Margins.

7. To change how text lines up on the edges, select one of the Justification options:

- **OFF** Uses the default for your book.
-  Forces text to line up on both the left and right sides.
-  Forces text to line up with the left side of the screen.

When you're done customizing your book, tap anywhere on the screen to go back to reading.

Notes:

- When you change the way text looks, your eReader remembers your preferred text size and style, and applies it to other books you're reading.
- If you are reading a PDF you can't change the size or style of the text, but you can zoom in to make the entire page bigger and easier to read.

Closing and bookmarking your page


When you're done reading, you can stop reading by:

- Turning your eReader off or putting it to sleep
- Going to your Home page or one of your other library pages

Your eReader automatically closes your book and remembers the page you were on via automatic bookmarking. The next time you open the book, it will remember where you stopped reading and open your book to that page.

Books that you're still reading are shown on your Home page. If you're finished with a book and don't want it on your Home page, here's how you can close it:

In the Books area of your library, find the book you would like to close.

1. Tap the  Menu icon to see the options menu, or press and hold the book's cover until you see the menu.
2. Select **Mark as Finished**.

Annotating text, and looking up or translating words

What's in this section


- Highlighting text
- Using notes
- Bookmarking pages
- Using the dictionary
- Translating a word

Highlighting text


Some books let you highlight text, just like using a highlighter in a printed book.

To highlight text:


1. In your book, press and hold a word on the page. You'll see a highlight underlining the word.
2. Release your finger from the page. You'll see two circles — one at each end of the word — and its definition.


3. Drag the first circle to the start of the text you want to highlight, and then the second circle to the end of the text.
4. Tap the  Highlight icon.
5. Tap **Highlight**.

To see your highlights:

1. Tap the center of the page to bring up the Reading Menu.
2. Tap the  Book icon.
3. Select **Annotations**.
4. Your eReader will show a list of all the highlights you've made in your book. Tap a highlight to open the page where you created your highlight.

To delete a highlight:

1. Tap the center of the page to bring up the Reading Menu.
2. Tap the  Book icon.
3. Select Annotations from the menu.
4. Your eReader will show a list of all the highlights and notes you've made in your book.

5. Tap the  Menu icon next to the highlight.
6. Tap **Remove Highlight**.

Using notes


You can add notes to your pages. This can be useful when you study a passage, or want to add comments about what you're reading.

To add a note:

1. In your book, press and hold on a word that appears in the section you'd like to comment on.
2. Release your finger from the page.

You'll see a highlight underlining the word and two circles — one at each end of the word.

Note: You can select more text to highlight for the note by moving the circles at either end of the word.

3. Tap the  Highlight icon.
4. Tap **Add Note**.
5. Use the keyboard to enter your note.
6. Tap **Save**.

To read your notes:


- Press and hold the text you highlighted for the note.

Or

1. While reading, tap the center of the page to bring up the Reading Menu.

2. Tap the  Book icon.

3. Tap **Annotations**.

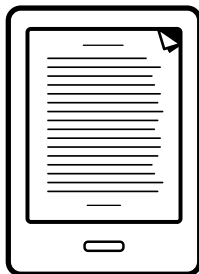
4. Tap the text next to the  Notes icon.

Bookmarking pages



Like a dog-ear in a paper book, you can mark interesting passages or pages that you want to return to using dog-ears.

To bookmark a page:

- While reading, tap the top right-hand corner of the page. A dog-ear will appear in the top right-hand corner of the page.



To find a dog-ear:

1. While reading, tap the center of the page to bring up the Reading Menu.
2. Tap the  Book icon.
3. Tap **Annotations**.
4. Tap the  Menu icon beside the dog-ear you want to see.
5. Tap **Show on Page**.

Using the dictionary

Your Kobo eReader has a built-in Dictionary that you can use while reading Kobo eBooks. The Dictionary may not work if you're reading books from other sources, and does not work when reading PDFs.

To find a word definition:


1. In your book, press and hold the word you'd like to look up.
2. Release your finger from the page to see its definition.

Translating a word

Your Kobo eReader has built-in translation that you can use while reading Kobo eBooks. Translation may not work if you're reading books from other sources, and does not work when reading PDFs.

To translate a word into different languages:

1. In your book, press and hold the word you'd like to translate.
2. Release your finger from the page.

3. Tap the  Dictionary icon.
4. Tap **Translation Dictionary**.
5. Tap the drop-down menu under Translate Word.
6. Select the language that you'd like the translation in.

Getting a Book

What's in this section

- Shopping for a new book
- Buying a book
- Using your Wishlist
- Adding library books and books from other bookstores

Shopping for a new book

If you're new to Kobo or you'd like to shop for new books, you can find and purchase books in several ways on your eReader.

Using Discover

Discover shows you books that you might like based on books you own and books you've rated.

To use Discover to find a book:

1. Press the Home button on your eReader.
2. Tap **Discover**.

3. Tap a book cover at the left or right of the center book to see more books.

Note: Tap the center book cover to see a synopsis.

Using Find Books

Find Books lets you browse in different ways, or search for a particular book you want:

- **Similar books** — find books that are similar to the ones in your library.
- **Recommended for you** — find books recommend to you based on your reading preferences.
- **Categories** — see a list of book categories.
- **Reading Lists**— see a list of popular book categories.
- **Search Kobo**— search for a specific book.

To use Find Books:

1. Press the Home button on your eReader.
2. Tap **Find Books**.
3. Tap any of the listed options.

Buying a book

When you've found a book you want to purchase, you simply tap Buy Now, and you're taken to checkout. You can use Visa, MasterCard, store credit, or gift cards from select partners to pay for your book. If you have a promo code (which is a sort of coupon) you can enter this during checkout to get a discount on your book.

To buy a book:


1. Tap the **Buy Now** button.
2. If you have shopped with Kobo before and saved your billing information you'll go directly to the confirmation screen. Skip to step 5.
3. Use the keyboard to enter your billing address and credit card information.
Note: This is the address associated with your credit card. You need to provide this even if you use store credit or a gift card to pay for your order — this address is used to ensure the correct tax is calculated for your purchases.
4. Tap **Done** to continue.
5. Review your order.


6. If you want to use a gift card to pay, tap **Add Gift Card**. If you want to use a promo code, tap **Add Promo Code**.
7. Tap **Buy Now**.
8. Tap **Keep Shopping** to buy more books, or press the Home button to return to the home screen.

Using your Wishlist

You can add books to your Wishlist while shopping and easily find them later. For example, if you're browsing for books and you see three books you like, you can add them to your Wishlist and buy one, two, or all of them later.

To add a book to your Wishlist:

- While shopping, tap the  Pin icon.

Note: If you want to remove the book from your Wishlist, tap the  Pin icon again.

To see the books in your Wishlist:

1. Press the Home button on your eReader.
 2. Tap the Wishlist bar at the bottom of the page.
- You can tap a book to read the synopsis or buy it.

Adding library books and books from other bookstores

Want to borrow eBooks from a public library and read them on your eReader? Or maybe you have eBooks from other sources that you'd like to add?

Most eBooks that you borrow and buy are protected using Digital Rights Management, or DRM. They're protected so that only you can read them (and in the case of library books, only for a specific period of time). Your eReader can read books protected using Adobe DRM, which is a form of DRM used by most libraries and booksellers.

You'll know when you've bought or borrowed a book using this type of protection if the library or bookseller gives you a file with an .acsm extension (rather than an .epub or .pdf extension). The .acsm file contains licensing information for unlocking your book.

To read one of these books on your Kobo eReader you need to use an application called Adobe Digital Editions. This application can open your .acsm file, read the licensing information, download your book, and copy the book to your eReader.

Understanding EPUB, PDF, and DRM

eBooks come in a range of formats. When you look for books to read on your Kobo eReader, look for books in EPUB or PDF formats.

There are different types of EPUBs, as well: Kobo EPUBs, which come from the Kobo store, and other EPUBs, which come from other sources. EPUBs may or may not support all the features that Kobo EPUBs have.

Note: Some other EPUBs might show a page number in the margin that came from the original book. You can turn this feature on or off in Advanced Settings in the Reading Menu.

Sometimes books are protected using Digital Rights Management (DRM). DRM prevents unauthorized copying of books, and is often used to protect the books you get from libraries and booksellers. There are several types of DRM. Your eReader can read books that are protected using Adobe DRM.

Once you've found books that you want to read, you can choose from several ways to add them to your eReader. You can transfer books using:

- A wireless connection on your eReader

- The free Kobo Desktop software on your computer
- Adobe Digital Editions
- A micro SD card
- Drag and drop

Which method works best depends on whether your books are protected by DRM, and where they came from.

If you purchase books from Kobo, you can add them to your eReader using a wireless connection or using the free Kobo Desktop software for your computer.

If your books are protected by DRM, you can add them to your eReader using Adobe Digital Editions.

If your books are not protected by DRM, you can add them to your eReader using:

- a Micro SD card
- drag and drop
- Adobe Digital Editions

For details on adding files to your eReader, please visit our help page at www.kobo.com.

Using Wi Fi





What's in this section

- About Wi Fi
- Turning off Wi Fi
- Connecting your eReader to a wireless network
- Syncing your library over Wi Fi

About Wi Fi

You can use your eReader to connect to Kobo over a wireless Internet connection (Wi Fi). When you're connected to Kobo you can update your library and shop for new books.


To see when you're connected, look for the Wi Fi status icon at the top right corner of your eReader's screen:

-  Wi Fi is disabled
-  Wi Fi is on, but your eReader cannot find a network
-  you have a fairly good connection
-  you have an excellent connection

Turning off Wi Fi

If you want to extend the battery life of your eReader or you want to use your eReader on a plane or in a hospital, you can prevent Wi Fi from connecting automatically.

To turn off Wi Fi:




1. Press the Home button on your eReader.
2. Tap the  Menu icon at the top of your screen.
3. Tap the check box at the right of Wi Fi. When the check box is blank, Wi Fi is disabled.

Note: Your Kobo eReader can only connect to the Internet using Wi Fi, so when you turn off Wi Fi, your Kobo eReader can no longer connect to the Internet. This is the same as airplane mode.

Connecting your eReader to a wireless (Wi Fi) network

Before you can add Kobo books to your eReader you need to connect to Kobo online. Your eReader lets you use Wi Fi (wireless Internet) to connect. All you need is access to a wireless network in your area.

To connect to a wireless network:

1. Press the Home button on your eReader.
2. Tap the  Menu icon at the top of your screen.
3. Tap the  Sync icon.
4. Your eReader will try to connect to Wi Fi. This may take a moment.
5. You will be prompted to choose a wireless network. Tap the name of the network you want to use.
6. If there is a  Lock icon next to a network, you need a password to use that network.
7. If you're prompted for a network password, use the keyboard to type in the password and then tap **Join**. (You can tap Show Password to see what you're typing.)

Getting Help

Got questions or need help?

Online:

www.kobo.com/help

Find answers to your questions using our help page. Simply type a question in the field to get your answer.

Safety, Regulatory and Warranty Information

Important safety, regulatory and warranty details about your Kobo Touch can be found on the Kobo website at www.kobo.com/userguides.

Note: The Declaration of Conformity may vary for different models of the Kobo Touch eReader. The web site includes details of how to find your Kobo Touch model number.

South Africa

This device has been declared compliant by the Independent Communications Authority of South Africa (ICASA) and the Department of Posts and Telecommunications.

Model N905C Only

