

Purchasing and accessing an E-reader product via download

An E-reader product is a digital title. It must be viewed using our ‘IMO Bookshelf’ which can be downloaded [here](#). A purchase is required per computer.

These instructions are for customers who are purchasing via our on-line bookshop and downloading the ‘IMO Bookshelf’.

Section 1 – Purchasing The Product

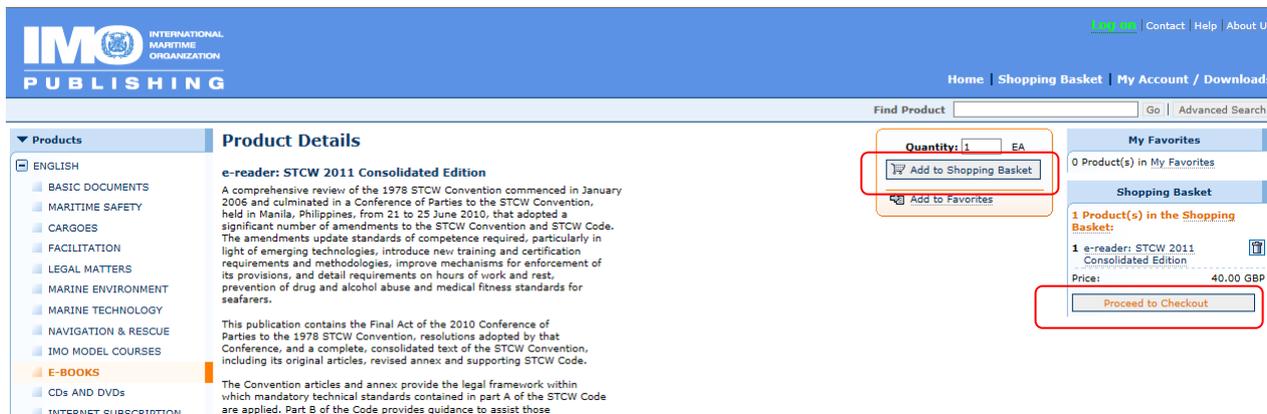
Go to our [on-line bookshop](#). Customers who have already purchased a product can go to Section 2.



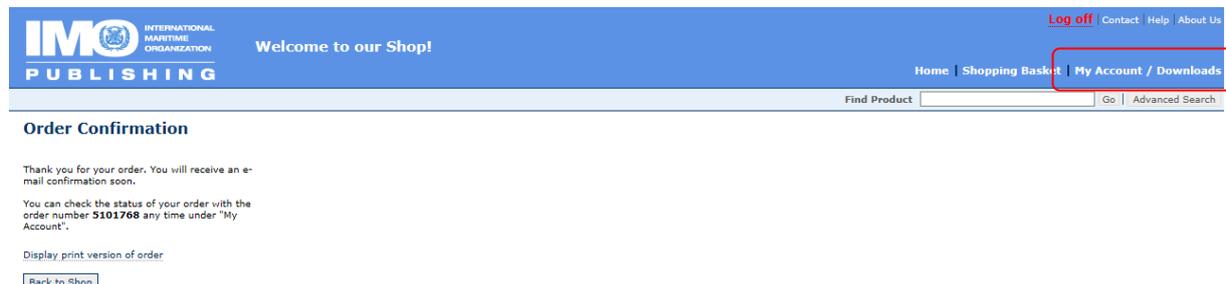
Search for your product either using the product hierarchy within the ‘Digital Titles’ section, or by using the ‘Find Product’ box and a ‘key word’.



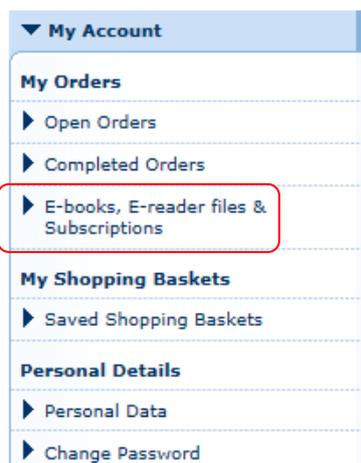
Once you have found your desired product click on 'Add to Shopping Basket' and then either add more products or click on 'Proceed to Checkout'.



Complete the checkout process and pay by credit card (you will need to register if you are not already an IMO customer). Once you have received the confirmation number click on 'My Account/Download'. Instructions on registering and the checkout process can be found in the help section.



Click on the link 'E-books, E-reader files & Subscriptions'.



Our Virtual Publications site will open. You will receive an email inviting you to log in directly at <http://vp.imo.org> using the same email and password as per our bookshop.

The opening page of the Virtual Publications site includes a link to download the IMO Bookshelf, your unlocking code and a link to download the file you have just purchased.

My Products Refresh

About IMO Publishing e-books

IMO Publishing e-books are available in two different formats:

- E-reader files should be accessed via the IMO Publishing e-reader which can be [downloaded here](#) free of charge. You will need your licence code to unlock the e-reader files: **READ-PWKY-VM3D-FHV3-XVEZ**. Please note that this is a customer-specific code which links the files to your computer.
- E-books are pdf files which can be opened with [Adobe Reader](#).

e-reader: STCW, 2011 Consolidated Ed File size: 8.84MB (EBK). 1 license(s)

Purchased from	Purchased on	Valid from	Valid until	Quantity
IMO Admin	27/07/2011	27/07/2011	N/A	1

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Section 2 – Downloading The ‘IMO Bookshelf’

Firstly if you do not have the ‘IMO Bookshelf’ already click on the product hyperlink. Customers who have already downloaded the ‘IMO Bookshelf’ can go to section 3.

Click on the product hyperlink(s) below to access your title(s).

e-reader: STCW, 2011 Consolidated Ed File size: 3.99MB (EBK). 1 license(s)

Purchased from	Purchased on
IMO Admin	27/07/2011

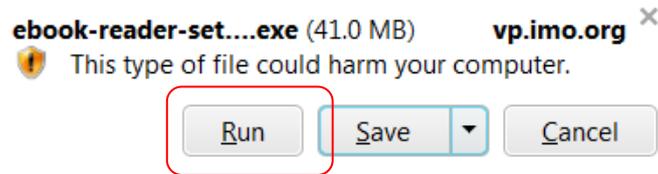
A pop up box will appear. Click on the download link.

In order to view your purchased title:

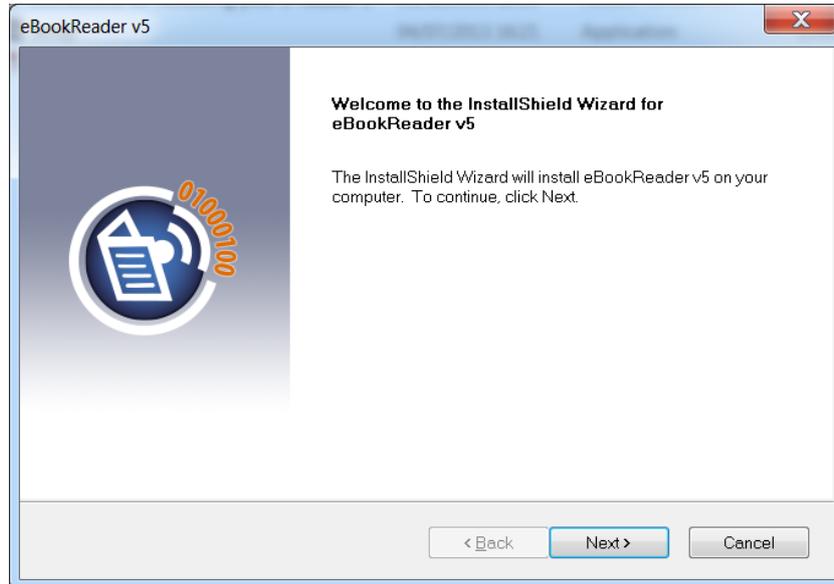
1. Download our **e-reader** software if you do not already have it.
2. [e-reader: STCW, 2011 Consolidated Ed \(KC938E\)](#) - Click on this link and save the file to your desktop. Open the e-reader software and use the 'Import eBook' button in the top left corner.
3. You will need your unlocking code which is:
READ-PWKY-VM3D-FHV3-XVEZ

For more detailed instructions [click here](#).

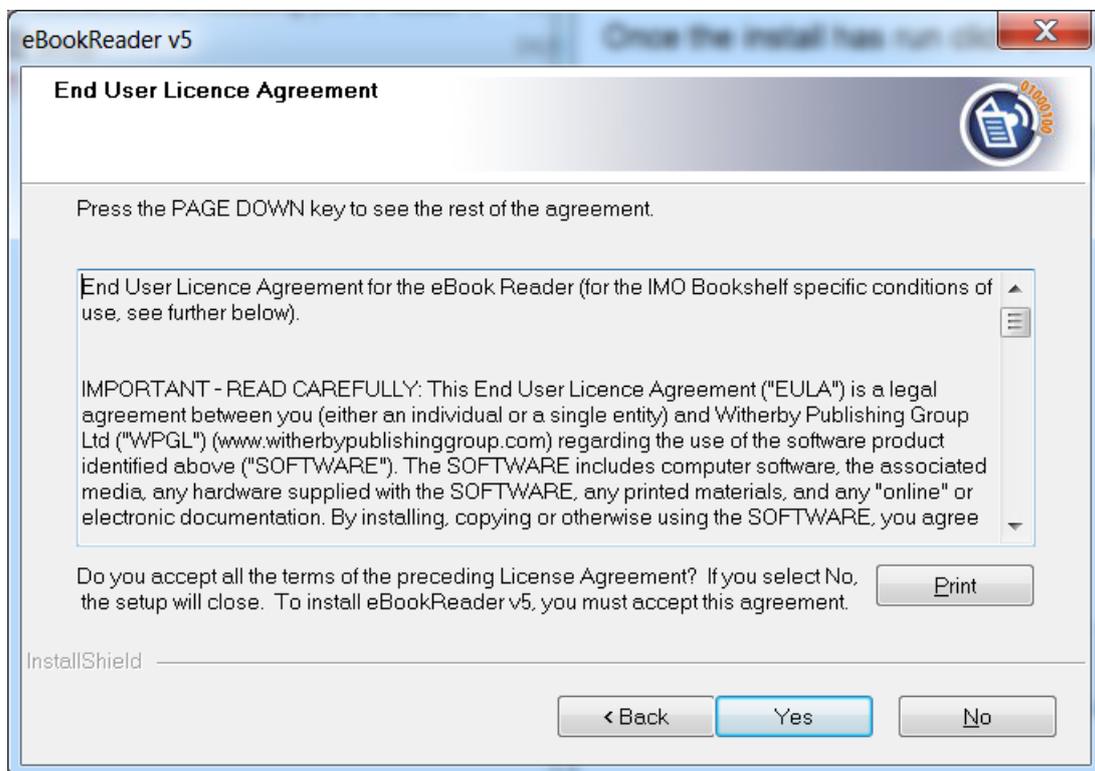
Click 'Run' to start the download.



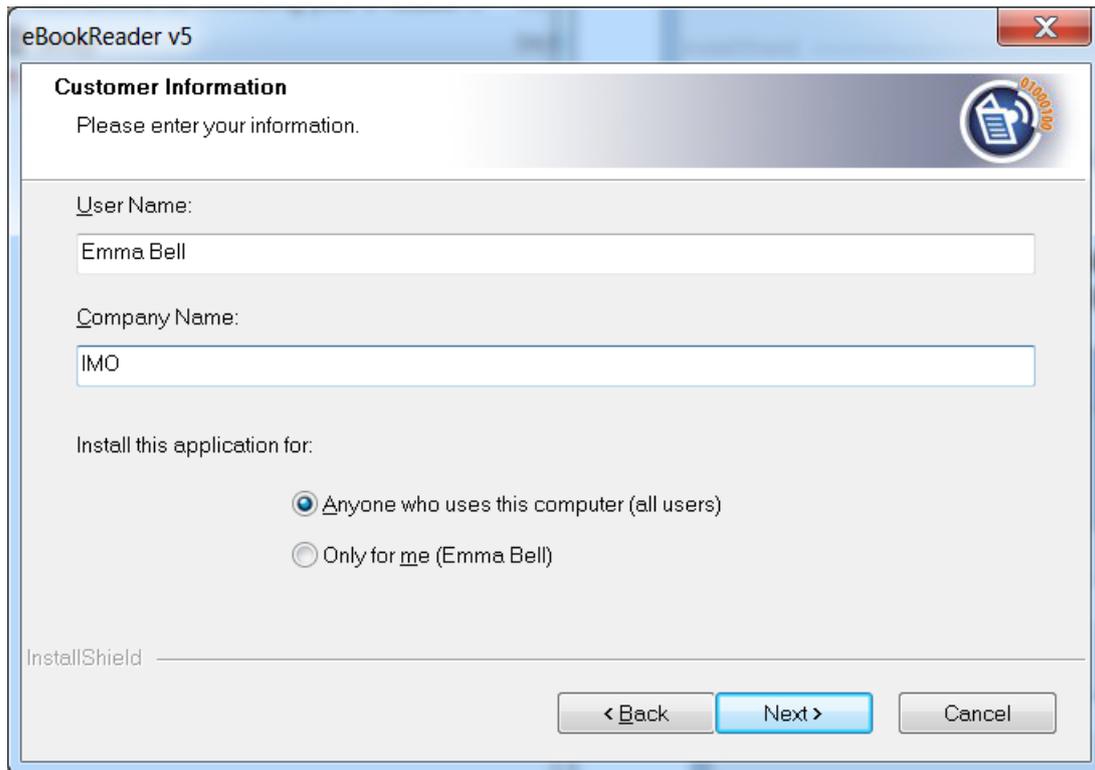
Once the install has run click on 'Next'.



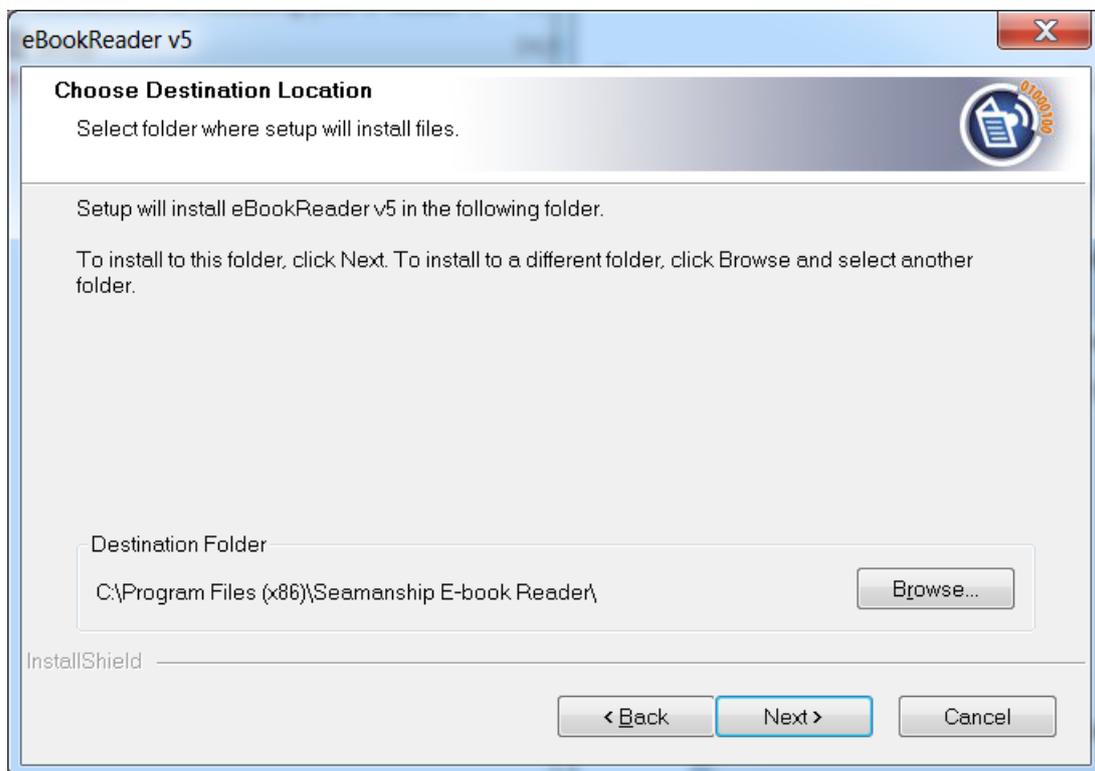
Press 'Yes' to agree to the licence agreement.



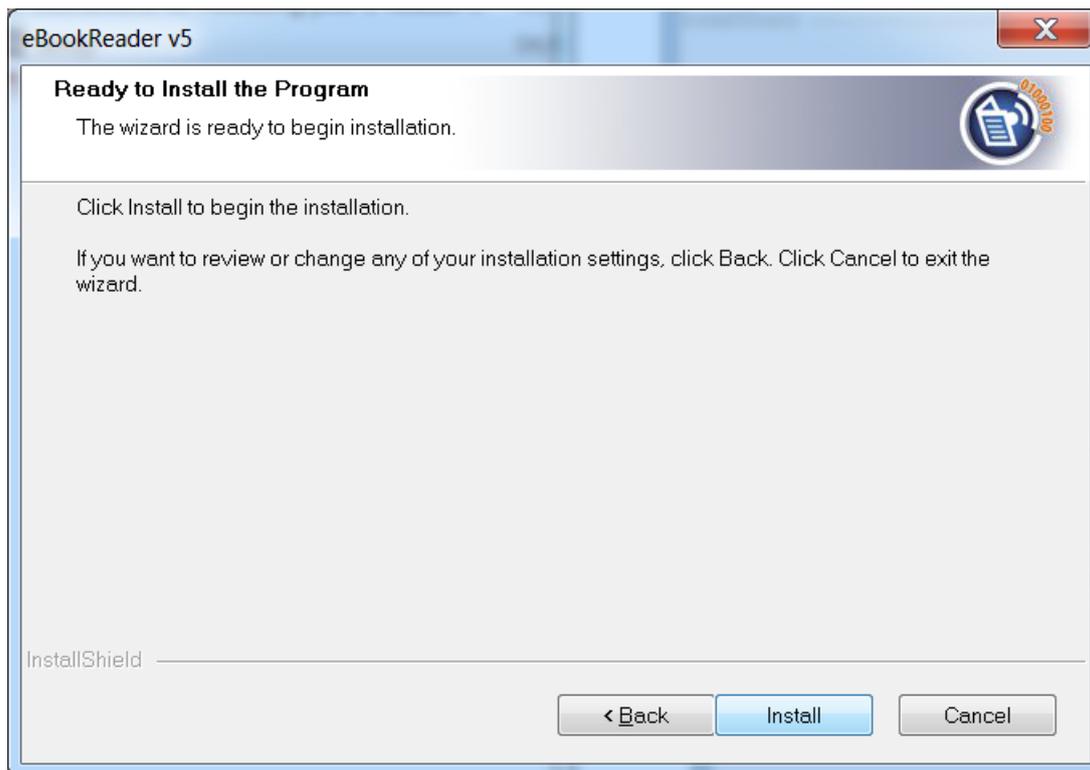
Enter User Name and Company name and click 'Next'. You can also decide here if you would like anyone who uses the computer to access the product or just yourself.



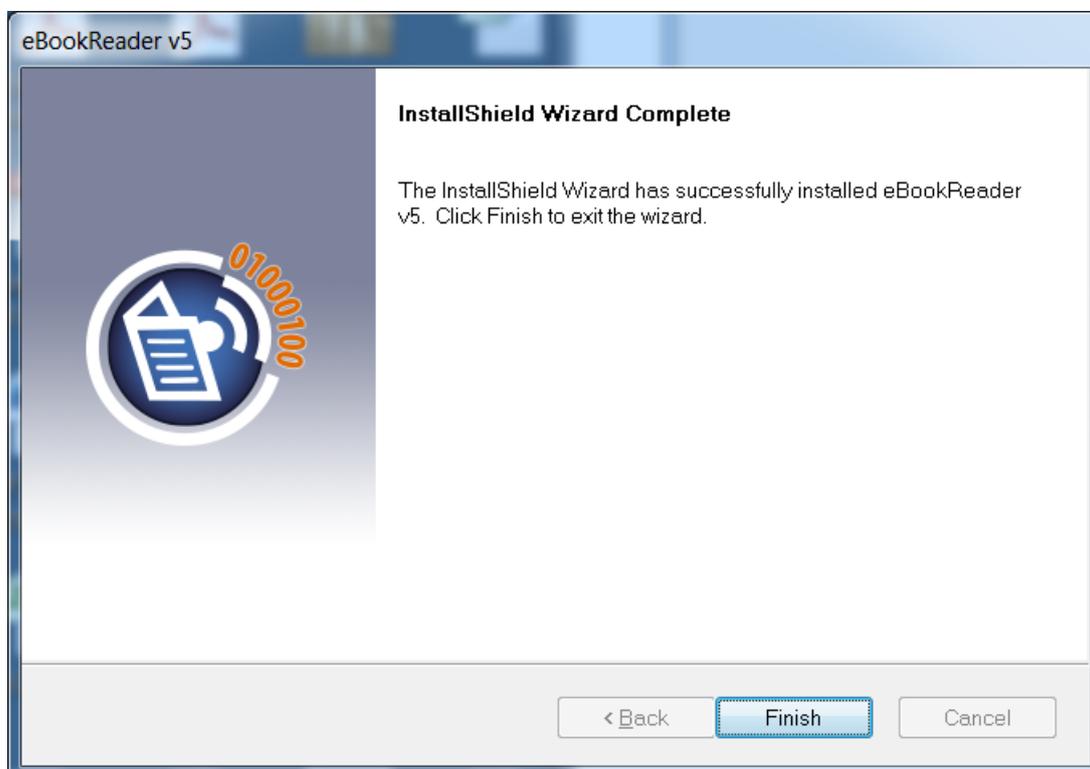
Click on 'Next'.



Click on 'Install'.



The programme will install. Click on 'Finish'.



The E-Reader can now be found on your desktop with this icon.



To get your bought publication into the E-Reader you must go back to the Virtual Publications site.

Section 3 - Accessing Your Purchased Product

Go back to the Virtual Publications site and complete the second section of the pop up box by clicking on the product hyperlink.

In order to view your purchased title:

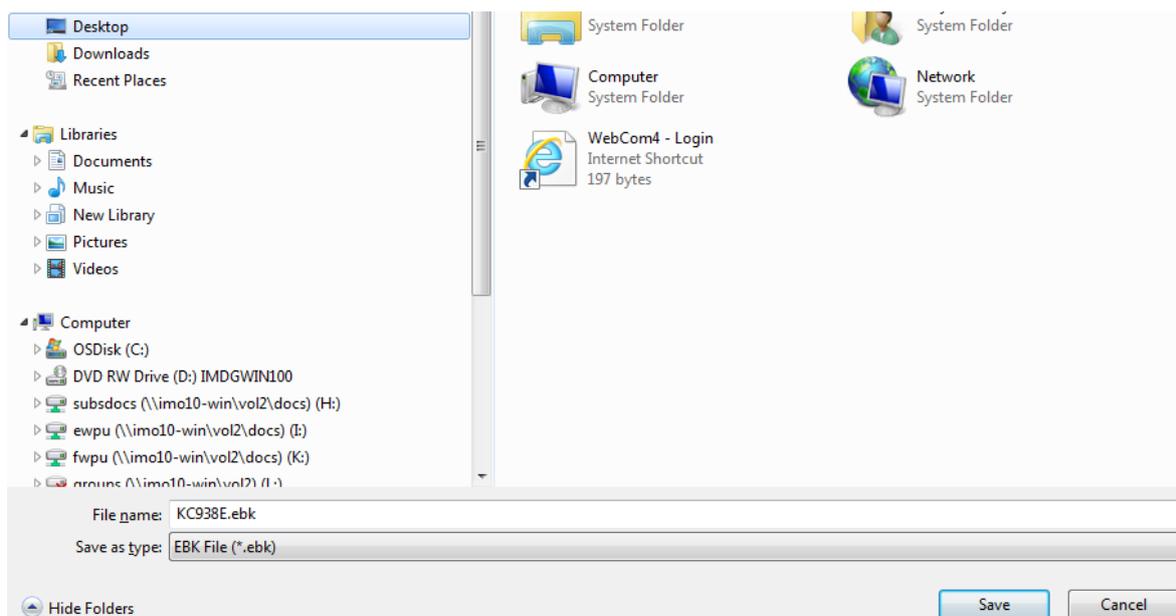
1. Download our e-reader software if you do not already have it.
2. e-reader: STCW, 2011 Consolidated Ed (KC938E)
~~Click on this link and save the file to your~~
desktop. Open the e-reader software and use the 'Import eBook' button in the top left corner.
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For more detailed instructions [click here](#).

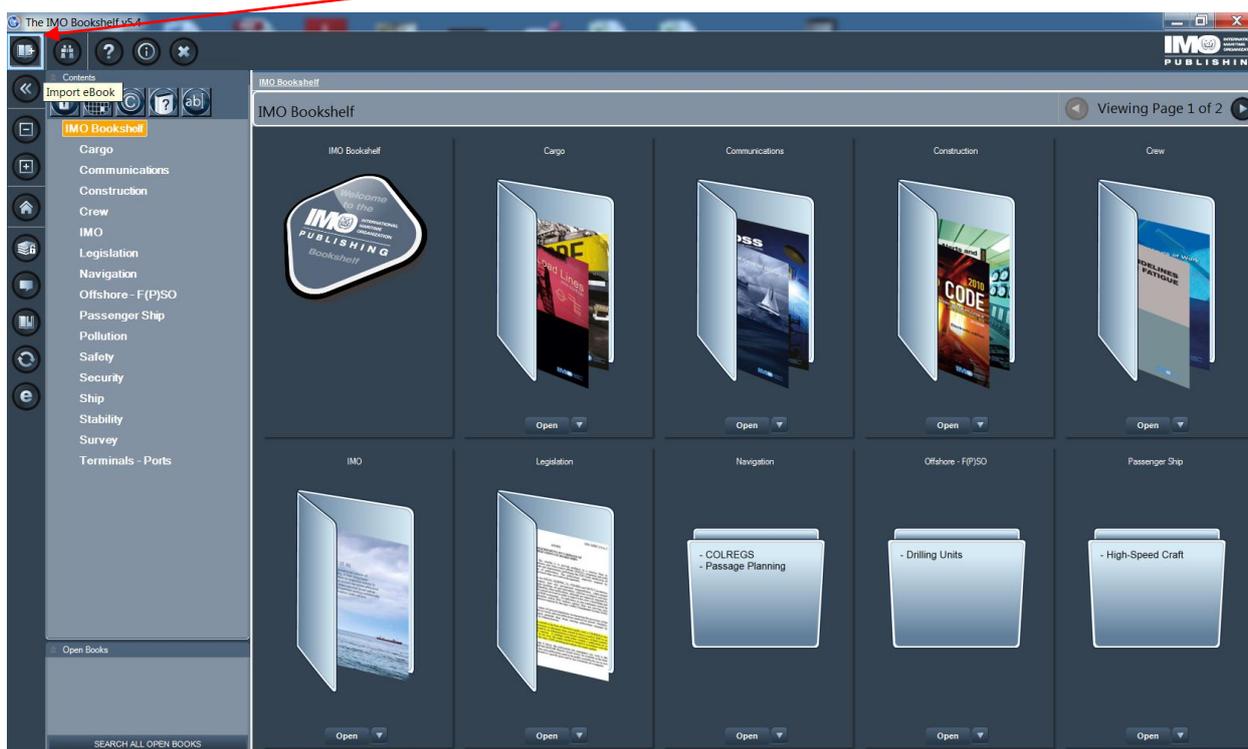
Click on the arrow next to 'Save', then choose 'Save as'.



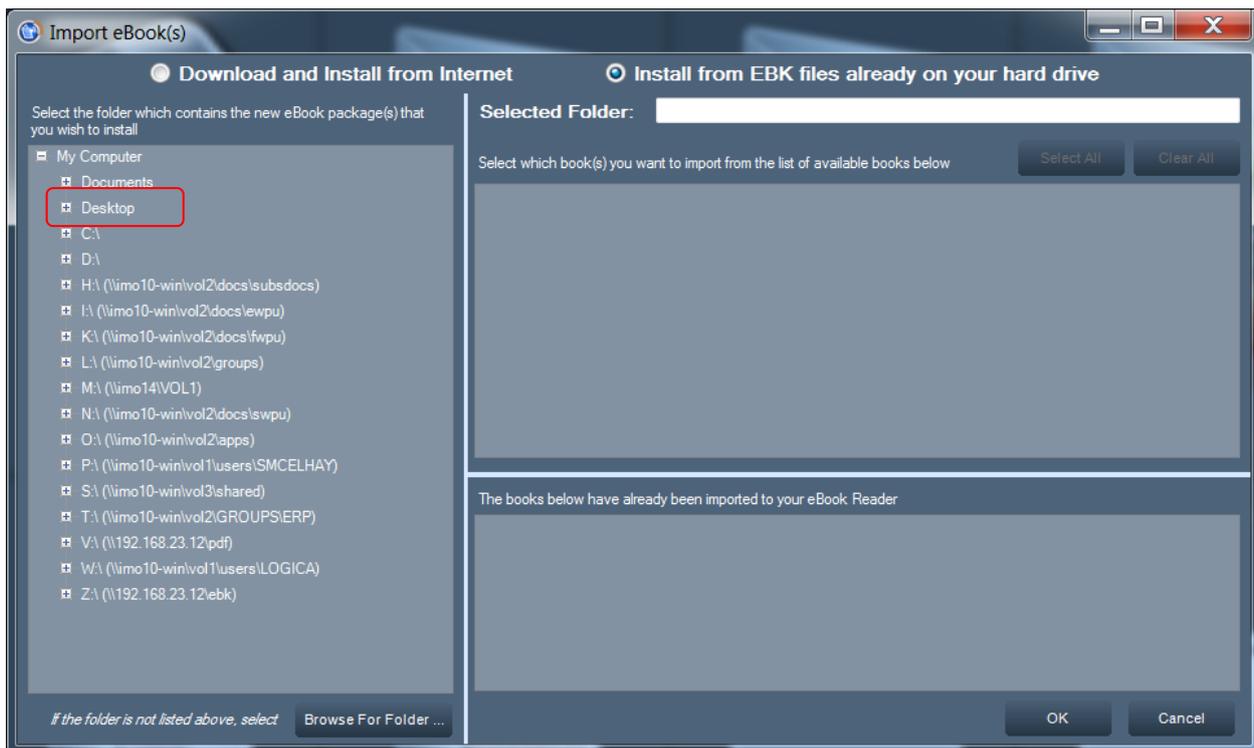
Save the file to your Desktop or a suitable area.



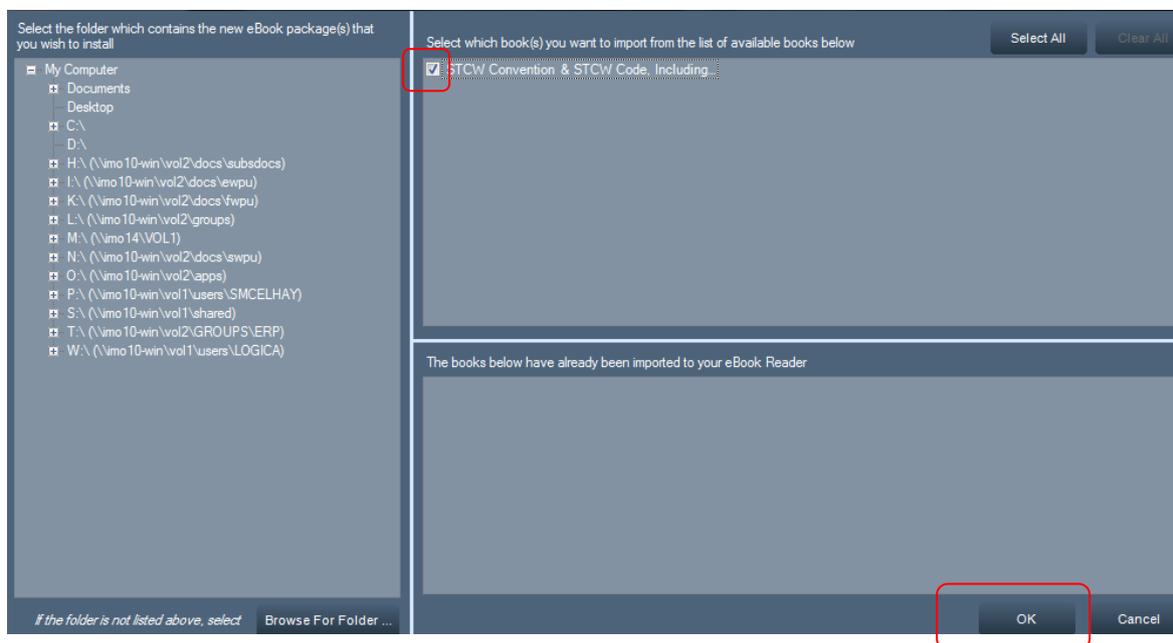
Open the 'IMO Bookshelf' and click on 'Import eBook'.



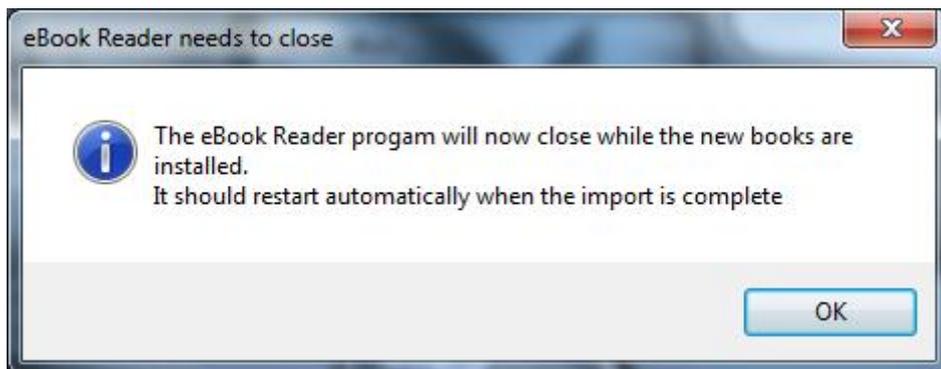
Choose the drive you have saved the file under and click on it.



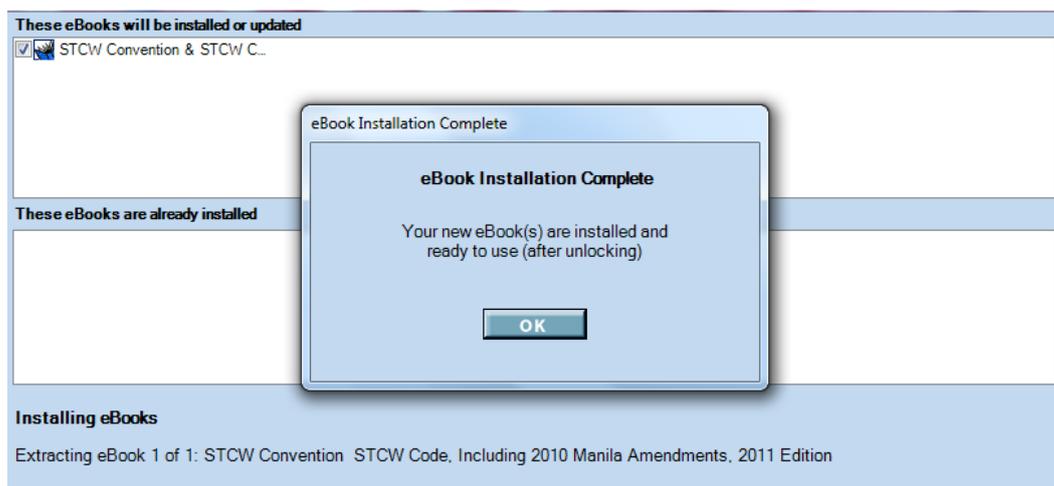
The file you have bought and saved will appear in the top right hand box. Click in the box next to the product and click on 'OK'.



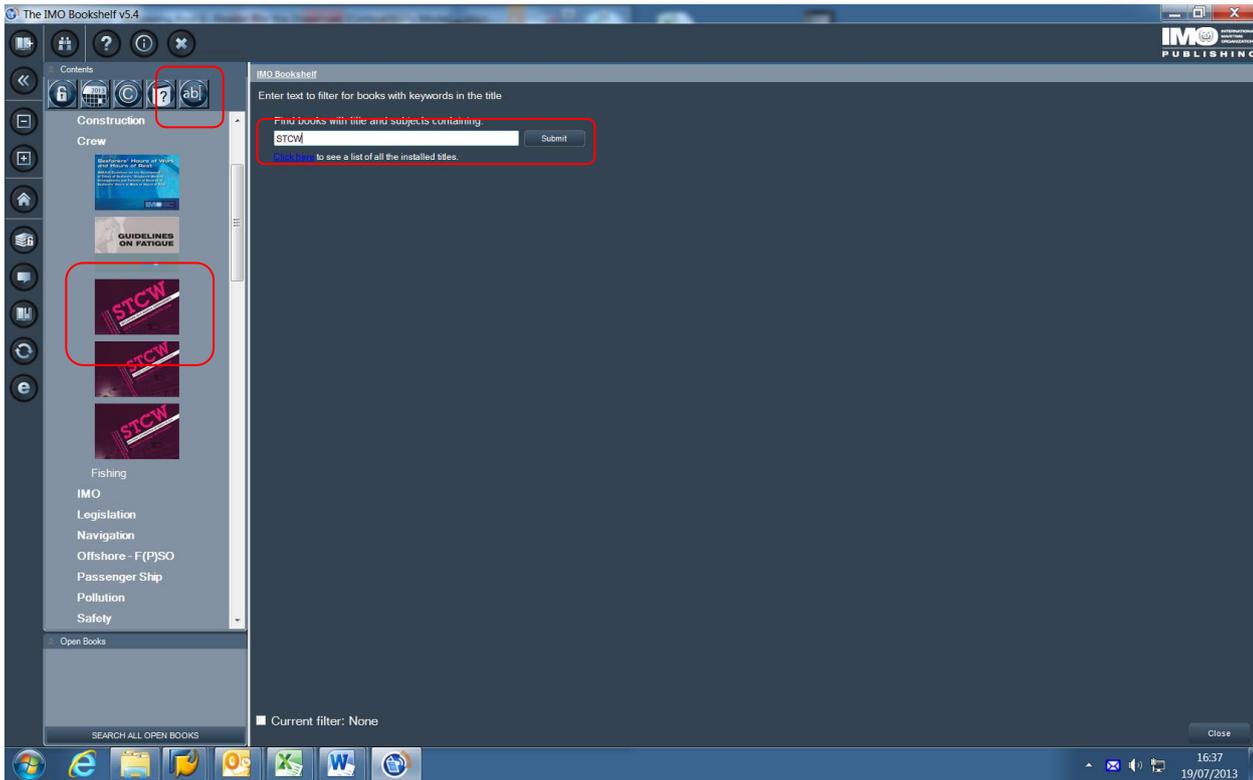
You will receive a message to say the programme will close to install the product. It will reopen automatically. Click on 'OK'.



Your chosen product is installed, when it is complete click 'OK'.



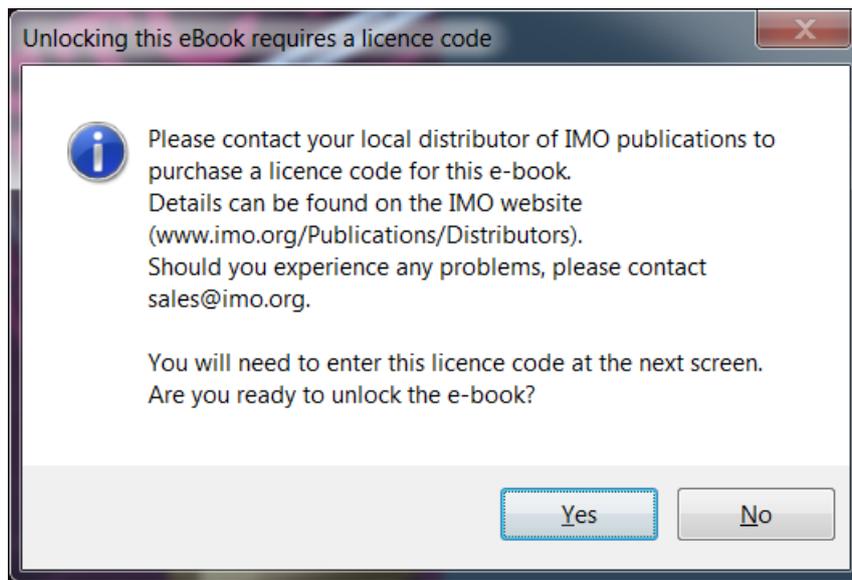
The 'IMO Bookshelf' will reopen automatically. Your product has added to the catalogue. You can also find it by entering a 'key word' in the 'Search Book Titles' box which is launched by clicking on 'ad'.



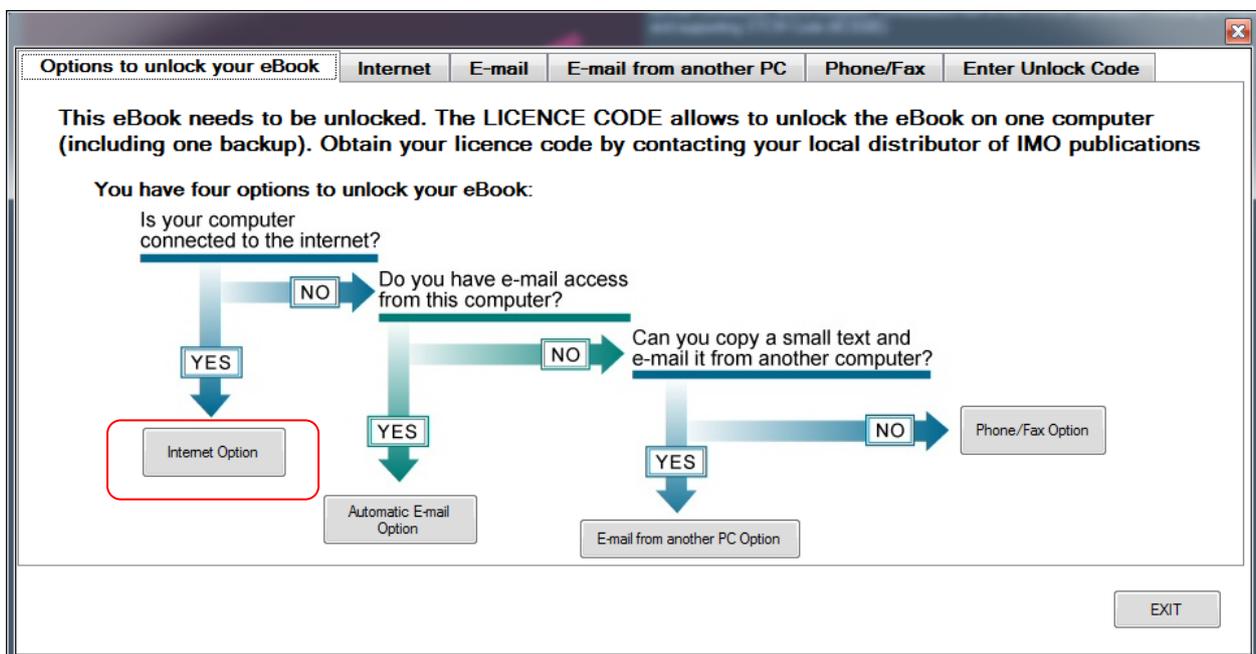
The product front cover will appear but it has a large padlock across the front. Click on the product.



A message will pop up saying that the product is locked and asking if you are ready to unlock it. Click on 'Yes'.



There are various options available for unlocking your product. As your computer is connected to the internet please click on 'Internet' option. If you do not have internet access please [contact us](#) for instructions on using the other options.



Enter your unlocking code (Found in the third section of the Virtual Publications site pop up box) and email address. Click on 'UNLOCK'.

3. You will need your unlocking code which is:
READ-PWKY-VM3D-FHV3-XVEZ

Options to unlock your eBook | Internet | **E-mail** | E-mail from another PC | Phone/Fax | Enter Unlock Code

Make sure that this PC is connected to the Internet... - enter the licence code in the blue box below
- enter your e-mail address or name
- press the Unlock button

Licence Code: Obtain your licence code by contacting your local distributor of IMO publications

E-mail address or name (to register your product): Mandatory fields

The unlock request is sent.

Options to unlock your eBook | Internet | **E-mail** | E-mail from another PC | Phone/Fax

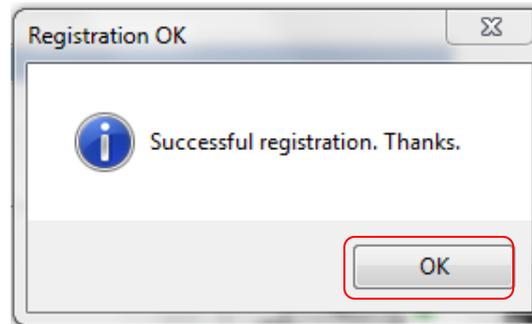
Make sure that this PC is connected to the Internet, then: - enter the CD/DVD code in the blue box
- enter your e-mail address or name
- press the Unlock button

Code: Obtain your licence code by contacting your local distributor of IMO publications

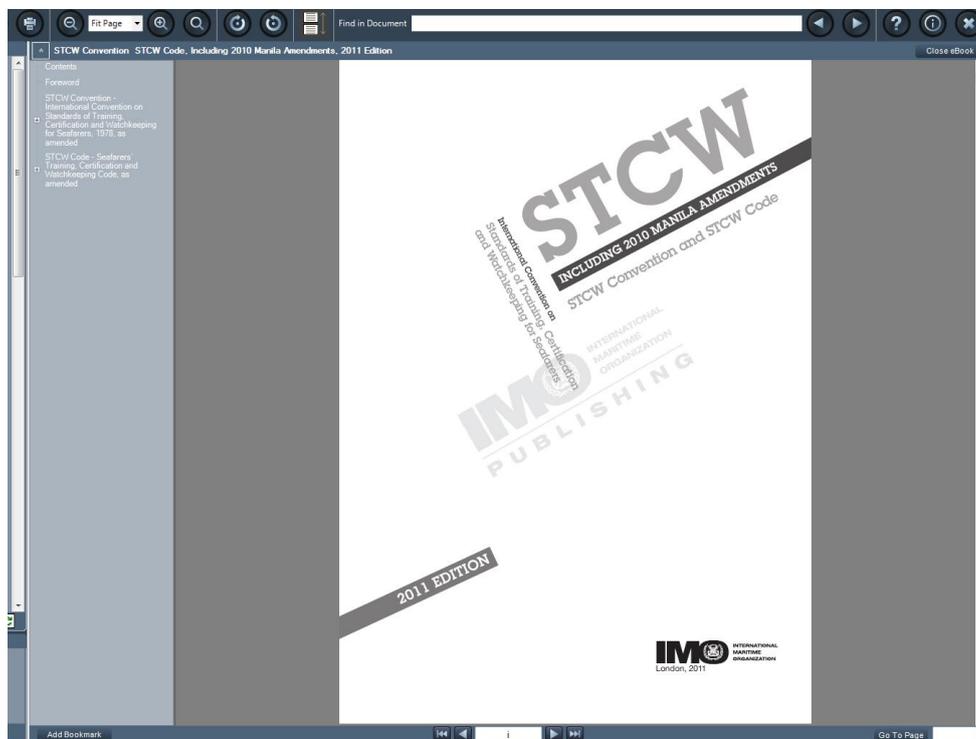
E-mail address or name (to register your product): Mandatory fields

Testing Internet Connection.
Internet Connection OK.
Sending Unlock Request. Please wait...

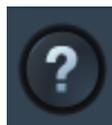
The registration is successful. Click on 'OK'.



Your purchased product is now open and is ready to search, add annotations, add bookmarks and copy & paste.



For additional assistance on getting the most of the 'IMO Bookshelf' please use the 'IMO Bookshelf's' help section. The help section can be found using the symbol below.



For further information contact – sales@imo.org
For technical support contact – techhelp@emailws.com