



# HOW TO ADD SHORTCUTS FOR WORLD BOOK ONLINE

You can use shortcuts to increase usage and create seamless access from devices. Follow the steps below to make World Book Online visible on your website and devices.



## CREATE A SHORTCUT FOR APP- LIKE ACCESS ON AN IPAD

1. Visit [www.worldbookonline.com](http://www.worldbookonline.com).
2. Log in using the username and password **provided by your school or library**.
3. Check the box labeled **Remember my ID and password** for faster login next time.
4. Select the **arrow up icon** located in the top right corner of the browser screen.
5. In the bottom row of the pop-up screen, select the **Add to Home Screen** icon.
6. We recommend shortening the name to "World Book Online."
7. Select **Add**.



## BOOKMARK AND ADD TO FAVORITES ON COMPUTER BROWSERS

1. Visit [www.worldbookonline.com](http://www.worldbookonline.com).
2. Log in using the username and password **provided by your school or library**.
3. Check the box labeled **Remember my ID and password** for faster login next time.
4. Bookmark the page and add it to favorites.



## PIN THE WEB PAGE TO YOUR DESKTOP ON A CHROMEBOOK.

1. Visit [www.worldbookonline.com](http://www.worldbookonline.com).
2. Log in using the username and password **provided by your school or library**.
3. From the browser, choose **More > More tools > Add to shelf**.
4. You can arrange the items on your shelf by clicking and dragging them.



## POST A GRAPHIC, WIDGET, OR LINK ON YOUR INSTITUTION'S WEBPAGE

1. Click the links below:
  - [Web Page Graphics](#)
  - [Web Search Widgets](#)
  - [Web Page Links](#)
2. We recommend displaying each individual product so they are easy to find. Let users know a little more about each resource with our [product descriptions](#).

**FOR MORE INFORMATION, VISIT [WWW.WORLDBOOKONLINE.COM/TRAINING](http://WWW.WORLDBOOKONLINE.COM/TRAINING)**