

Duplication On Demand (DOD) Navigation: How to Read the Books on Your DOD (Gutenberg) Cartridge

There are two ways to move between the books on your DOD cartridge. (Note: if you are only having us put one book on each cartridge, you don't need these instructions.)

1. The easiest method lets you listen to each book on the cartridge in order. If you want to skip a book, just fast-forward through that book and go on to the next book.
2. The Bookshelf method lets you listen to the books on the cartridge in any order. You can move directly to a later book on the cartridge, then come back to an earlier one.

Here's how the easiest method works:

- a. When you turn on the player (the DTBM) and insert the cartridge, the player will announce the number of books on the cartridge. It will then begin playing the first book.
- b. At the end of the first book, you will hear the player announce "End of..." and the title of the book. It will give you information about the book such as author, publisher, etc. Then it will again say, "End of Book," this time followed by the instructions "Press Play/Stop to go to next book." Follow these instructions by pressing the Play/Stop button once. The player will immediately go to the second book and begin playing it.
- c. Continue this way through all the books on the cartridge, at your own pace. Listen for the "End of Book—Press Play/Stop to go to next book" and follow the instructions.
- d. If you wish to skip the information at the end of the book and go on the next book immediately, just use the Forward button until you hear the End of Book announcement.
- e. If you wish to skip one of the books entirely, just use the Forward button to move through the book to the end until you hear the "End of Book" message.
- f. Once you have read the last book on the cartridge, pressing the Play/Stop button will take you back to the beginning of the first book. At that point you may just remove the cartridge from the player and send it back.

Here's how the Bookshelf method works:

- a. When you turn on the player and insert the cartridge, the player will announce the number of books on the cartridge and begin playing the first book.

- b. To move to a different book on the cartridge, press Play/Stop to stop the first book from playing; then go into “Bookshelf mode” by pressing and holding the Play/Stop button until you hear it say the word “Bookshelf.” When you hear the word “Bookshelf,” let go of the Play/Stop button.
- c. Now tap the right-arrow “Forward” button to move to the next book on the cartridge. The player will give a single beep, then will announce “2” plus the title of the second book on the cartridge.
- d. Each time you tap the right-arrow Forward button while in Bookshelf mode, it will move to the next book on the cartridge, until you get to the last book on the cartridge. You will know you are at the last book on the cartridge when you hear a double beep. [Note that if you want to go directly to the last book on the cartridge, you can press and hold down the Forward button until you hear the double beep.]
- e. You can also tap the left-arrow “Rewind” button to move to the previous book on the cartridge. You will know you are at the first book on the cartridge when you hear a double beep. [Note that if you want to go directly to the first book on the cartridge, you can press and hold down the Rewind button until you hear the double beep.]
- f. Once you get to the book you wish to listen to, just press the Play/Stop button once to get out of Bookshelf Mode and start listening to the book. When you wish to stop listening to that book, just press Play/Stop once to stop the book from playing. You can then press and hold the Play/Stop button to go back into Bookshelf mode to move to another book on the cartridge. [Note: The player will “remember” your current position in each book even if you move to other books, so you can read part of one book, then read part of another book, then come back and continue with the first book, if you like.]
- g. If you are using a Standard DTBM (rather than an Advanced DTBM) and are using the Bookshelf method, the player will give the number of books on the cartridge, but also will treat the Standard Player User Guide as though it’s an extra book at the end of the Bookshelf. To go into the User Guide, you can move to it on the Bookshelf as though it were the last book on the shelf. If you are in the User Guide and wish to go to a different book, just press Play/Stop once to stop the User Guide from playing, then press and hold Play/Stop until you hear the word Bookshelf, then tap the Rewind button to move back through the books until you reach the one you want.

Remember, if you have any difficulty getting to the book you want to read, you can always give us a call at 1-800-252-9605 or send us an email at **tbp.services@tsl.texas.gov** and we will be happy to walk you through it.