

What is Calibre?

Calibre is a **free downloadable program** used to convert eBooks from one format to another. It supports 15 different input/output formats and can do a multitude of various other tasks, such as: change font sizes, allow you to upload or change covers, smarten punctuation, remove DRM through plug-in (explained in post below), upload books direct to e-Readers via WiFi and can even be used as an e-Reader for your PC.

The first thing you want to do if you do not have Calibre is download it. Since it is a free program, you can google it and download the newest version available. Calibre will prompt you automatically when an update is available, if you choose not to update at that time but wish to do so later you can check along the bottom bar - this shows your current version and whether or not an update is available.



How to convert using Calibre:

To convert, simply click the "Add Books" icon on the top left - this will open a "select books" window

- * locate the book/books you wish to upload (you can select more than one by holding CTRL + clicking on each book), then click "open"
- * highlight the book you would like to convert (again, you can hold CTRL + click multiple books for quicker converting if you have more than one book you'd like to convert)
- * choose your output format from the drop down menu on the upper right hand side
- * depending on the number of books u selected (either one or more) click the "convert e-books" icon along the top bar and new window will open for converting
- * on the calibre home screen you will notice a bar in the right bottom corner progress of converting
- * after its converted select save to disk and choose an option then enter a destination (it will once again process and then open a new window where the book is saved).
- * If you have your eReader attached to your PC you can also send the converted copy directly there by selecting 'send to' and then your device.

Notice that along the left bar there is a list of icons:

- Edit metadata** - this is where the basic information for the ebook is located, such as author name, book title, cover image, publisher info, tags, and description.
- * **Look&Feel** - here you can adjust font sizes, remove or add spacing between paragraphs, and smarten punctuation
 - * **Heuristic Processing** - this is for the more 'advanced' user: here you can look for and fix common patterns in the ebook (such as remove the dreaded: converted by ambertext, etc lines)
 - * **Page Setup** - with this you can adjust the pages to better suit your specific eReader, along with adjusting margins
 - * **Structure Detection** - used to remove 'fake' margins, insert page breaks, detect chapters or even add the metadata (tags/description) into the beginning of the book
 - * **Table of Contents** - here you can set up or delete Table of Contents in your ebook
 - * **Search and Replace** (for 'advanced' users): used to search and replace 'regular expressions' throughout the ebook (you could search for expressions like: UN-CORRECTED EPROOF, NOT FOR SALE and replace with blank text)
 - * **Output** - used to further adjust your output ebook format: allows you to select no default cover, not split page breaks, etc