



Publishing for Organisations

Version 1.0.0

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*More guides for companies, organizations, education
and training, and individuals are available on
books.typemill.net*

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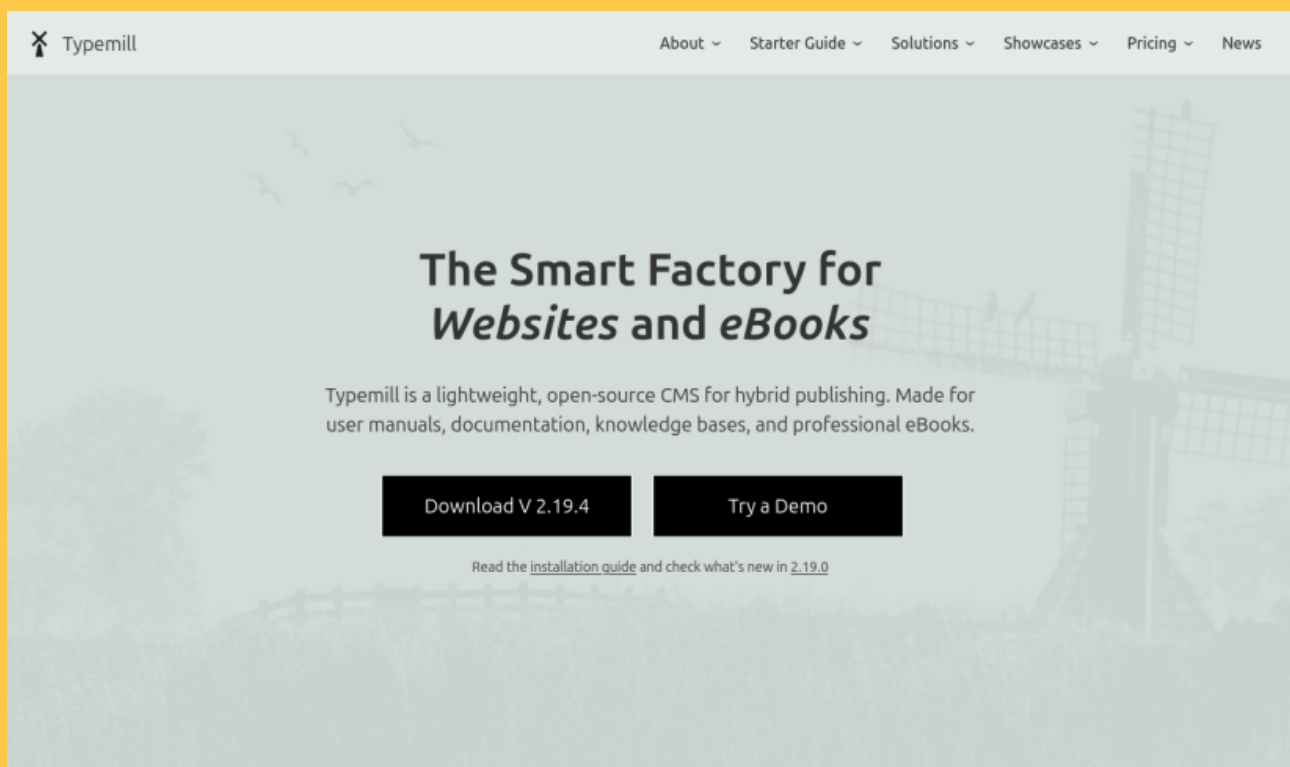
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A Modern Publishing Mindset

When Johannes Gutenberg invented the printing press, he sparked a revolution. Books and ideas could finally spread across Europe and reach more people than ever before. Today, we are living through another revolution — the digital one. The internet has made publishing

faster, easier, and more accessible than at any time in history. Typemill builds on this development by using modern web technology to bring the advantages of contemporary publishing to small teams and organisations.

The image shows a screenshot of the Typemill website homepage. The background is a light blue-tinted photograph of a windmill in a field with birds flying in the sky. At the top left, there is a logo consisting of a stylized 'T' and the word 'Typemill'. To the right of the logo is a navigation menu with the following items: 'About', 'Starter Guide', 'Solutions', 'Showcases', 'Pricing', and 'News', each followed by a downward-pointing chevron. The main heading in the center reads 'The Smart Factory for Websites and eBooks', with 'Websites and eBooks' in a larger, bold, italicized font. Below the heading is a short paragraph: 'Typemill is a lightweight, open-source CMS for hybrid publishing. Made for user manuals, documentation, knowledge bases, and professional eBooks.' Underneath this paragraph are two black buttons with white text: 'Download V 2.19.4' and 'Try a Demo'. At the bottom of the main content area, there is a line of text: 'Read the [installation guide](#) and check what's new in [2.19.0](#)'.

Publishing for Organisations

Whether you're a **foundation, network, charity, association, or advocacy group**, publishing clear and reliable information is at the heart of your mission. Your audience depends on transparent insights, practical guidance, and knowledge they can apply.

Yet publishing ebooks, guides, training materials, or reports can quickly become complicated. You often need to manage different publications, coordinate several authors or editorial teams, and work with external agencies for ebook layouts and web design — all while dealing with lim-

ited time, staff, and budgets.

This is where Typemill comes in. With Typemill, you can manage all your publications in one place, create content directly within the system, and publish it as both a website and eBooks in PDF and EPUB format — all without relying on external service providers.

This guide is an example publication created with Typemill. It will walk you through everything you need to know to get started with modern, hybrid publishing.

Your Publishing Goals

As an organization with a mission, you have clear goals for how your information reaches your audience. Whether you provide education, guidance, or support, your publications should help you connect with people and fulfill your mission.

Goal 1: Budget-Friendly Process

Small organizations often work with limited time, budget, and staff. Hiring designers, editors, or agencies for every publica-

tion simply isn't realistic. The publishing process needs to be simple, efficient, and affordable — so your team can focus on creating content instead of managing costs.

Goal 2: Multiple Publications

Many organizations publish a range of guides, reports, or booklets. You want them to share a consistent layout that reflects your identity — while keeping

maintenance simple and efficient.

Goal 3: Multiple Authors

Each project may have its own author or editorial team. You need a system that allows every team to work independently without affecting other projects.

Goal 4: Multiple Formats

Your readers should be free to choose their preferred format: a **website** for quick access, a **PDF** for storing or printing, or an **EPUB** for mobile reading. Each format serves a different need, and together they make your content more inclusive.

Goal 5: Flexible Access

Some organizations share everything openly, while others prefer to require registration or member access. Many use a mix of both, depending on audience and content. The important thing is flexibility — you decide who can see what.

How to Reach Your Goals

This guide will show you how to achieve these goals with **Typemill**. You'll learn how to create, structure, and manage multiple publications, add authors and editorial teams, and publish your work as both **websites** and **eBooks**.

Introducing Typemill

Many organizations still rely on a traditional book-production workflow: content is written in Word, reviewed by an editor, sent to a designer, and eventually uploaded to the website as a PDF that is rarely used. This might work for large organizations with generous budgets, but it's often less effective for smaller teams with limited resources. Printed books and static PDFs also create barriers for readers, who can't easily access, share, or search the content online.

Projects like **Open Book Publishers**, the **Project Gutenberg**, and many **Open Access** initiatives show a better way: they

publish their works in multiple formats — from HTML websites to PDF and EPUB — making knowledge freely available and easy to share. This approach removes barriers for readers and helps information spread naturally through downloads, links, shares, and search engines.

Simplified Publishing with Typemill

Typemill follows the same idea. It makes modern publishing simple and accessible for everyone. Typemill is a lightweight, open-source **content management system** designed for informational

publishing. With Typemill, you can create both **websites** and **eBooks** in **PDF** and **EPUB** format — all from the same source.

You can even manage **multiple projects** within one Typemill installation — for example, a series of reports, handbooks, or training materials. Each project can be organized and published independently, yet managed together on one platform. This makes modern publishing practical, efficient, and affordable — even for very small teams.

The platform at <https://books.typemill.net> is a practical example built entirely with Typemill. It offers several publications that can be read online and downloaded as PDF or EPUB.

Principles of Typemill

Typemill is built around a few clear principles that reflect the needs of small organizations:

- **Self-Hosted:** You stay in control. Typemill runs on your own server, so you own your content and your publishing environment — just like with WordPress.
- **Lightweight:** Typemill runs even on the smallest web hosting plans. It doesn't need a database, just a

standard web server (Apache or Nginx) and PHP.

- **Portable:** All your content is stored as simple text files (Markdown). You can easily back them up, move them, or reuse them anywhere else. Your content stays yours — always.
- **Affordable:** Typemill's core is open source and free. Optional premium plugins and themes are available at a low subscription cost, helping to sustain ongoing development.

Limitations of Typemill

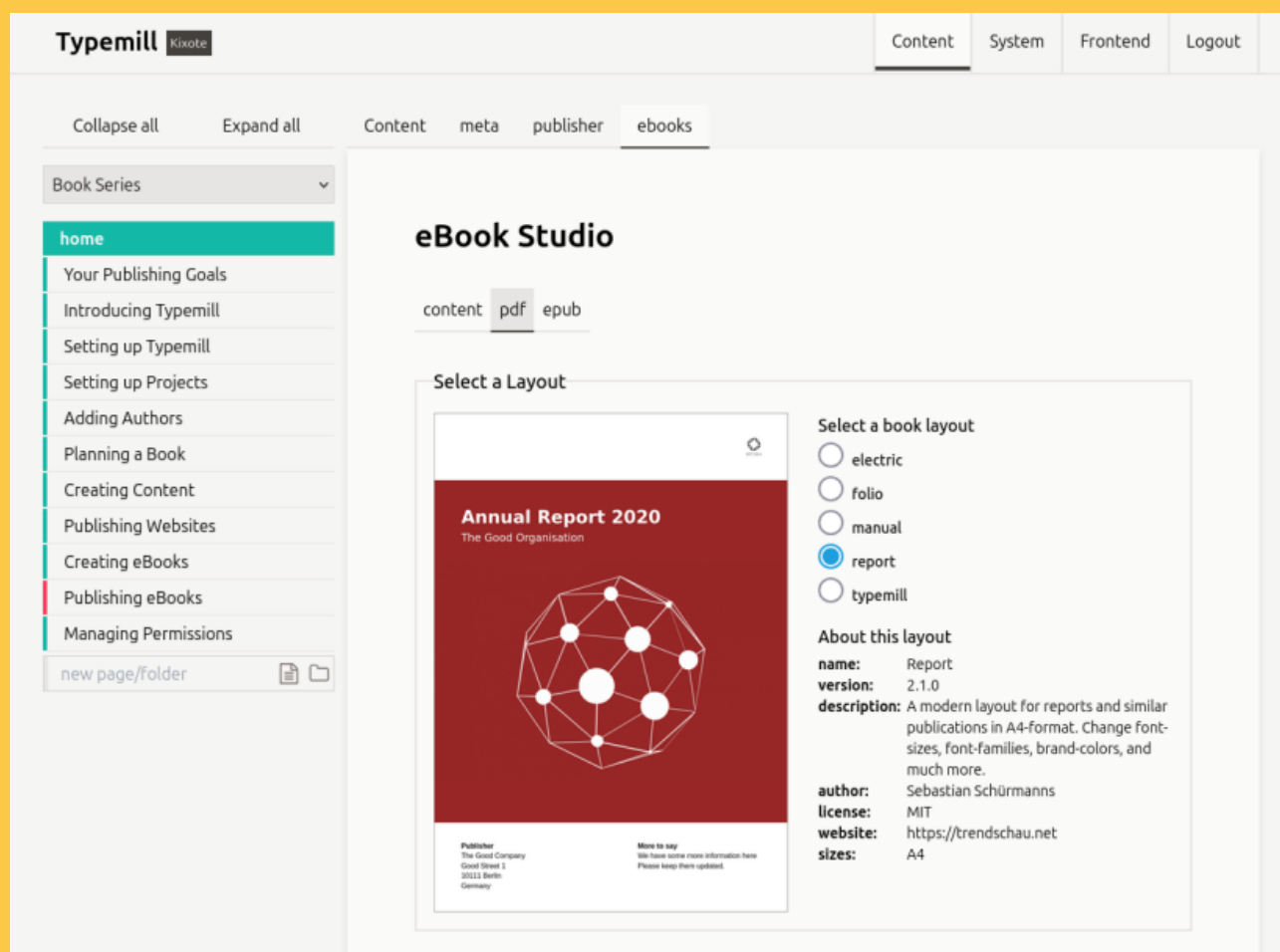
Typemill uses advanced open-source technology to generate **solid, consistent, and reproducible publications** without the cost of external design or typesetting. The result is comparable to scientific or educational publications — clean, structured, and reliable.

However, Typemill is not designed for high-end book design or visually unique layouts. If your goal is to create art books, heavily designed ebooks, or highly individualized visuals, that will always require professional design work and higher production costs. For most mission-driven organizations, however, Typemill offers the perfect balance between simplicity, quality, and affordability.

Setting Up Your Publishing Platform

In this chapter, you'll learn how to install Typemill and set up a publishing platform where you can create and publish books as a website, PDF, and EPUB. We will install Typemill on your own server, go

through the basic configuration and setup process, create a first publishing project and add dedicated authors to your project.



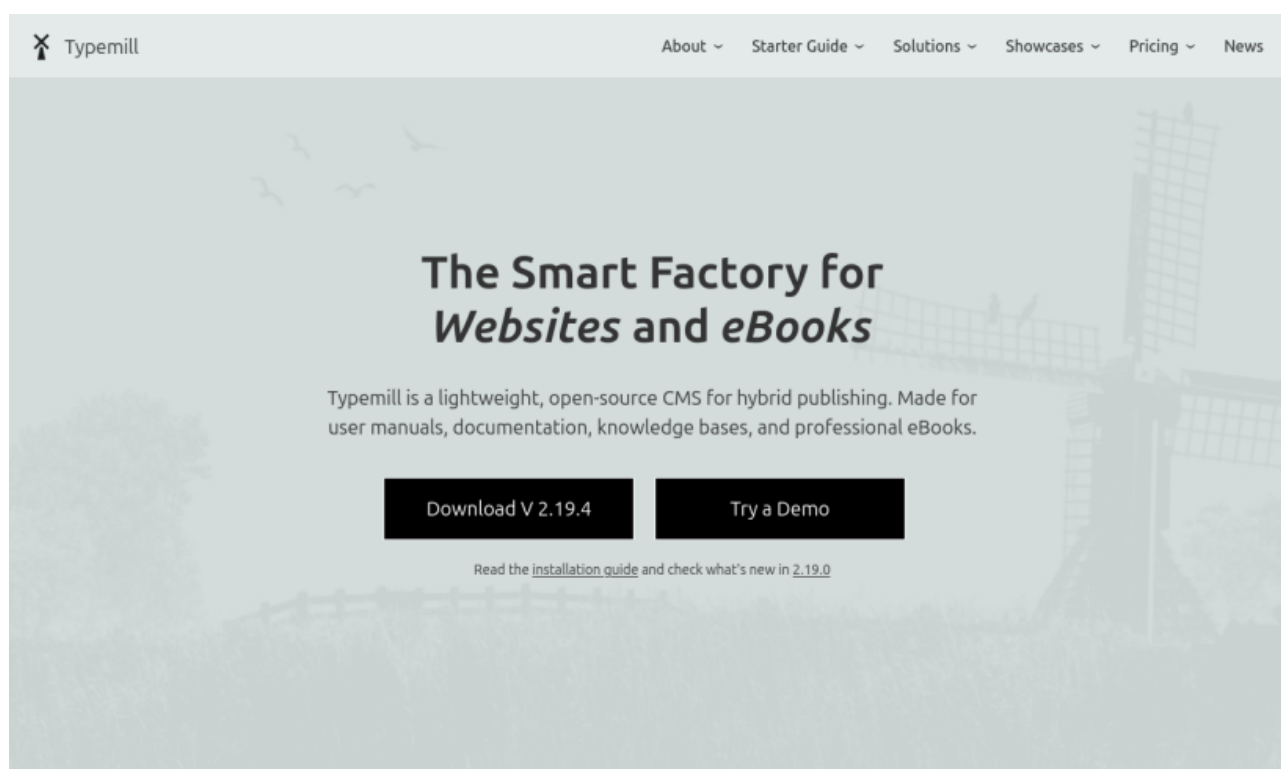
The screenshot displays the Typemill web interface. At the top, there are navigation tabs for 'Content', 'System', 'Frontend', and 'Logout'. Below this, a secondary navigation bar includes 'Collapse all', 'Expand all', and sub-tabs for 'Content', 'meta', 'publisher', and 'ebooks'. The 'ebooks' sub-tab is active, leading to the 'eBook Studio' page. On the left, a sidebar menu lists various tasks such as 'home', 'Your Publishing Goals', 'Introducing Typemill', 'Setting up Typemill', 'Setting up Projects', 'Adding Authors', 'Planning a Book', 'Creating Content', 'Publishing Websites', 'Creating eBooks', 'Publishing eBooks', and 'Managing Permissions'. The main content area is titled 'eBook Studio' and has sub-tabs for 'content', 'pdf', and 'epub'. Under the 'Select a Layout' heading, a preview of a book cover for 'Annual Report 2020' is shown. To the right of the preview, there are radio buttons to select a book layout: 'electric', 'folio', 'manual', 'report' (which is selected), and 'typemill'. Below these options, there is a section 'About this layout' with the following details: name: Report, version: 2.1.0, description: A modern layout for reports and similar publications in A4-format. Change font-sizes, font-families, brand-colors, and much more., author: Sebastian Schürmanns, license: MIT, website: https://trendschau.net, and sizes: A4.

Install Typemill

Installing Typemill is straightforward but still technical. If you're not familiar with installing web software, it might help to ask someone with experience in setting up WordPress or a similar CMS. A step-by-step installation guide is available in the [Typemill documentation](#).

Install Typemill on Your Server

Typemill is a **self-hosted PHP software** that runs on your own server. It is extremely lightweight, requires **no database**, and can be installed within minutes. You can simply download it, upload it to your server, and start publishing right away.



You can download Typemill as a ZIP file from the [official website](#). If you are a developer, you can also clone Typemill from [GitHub](#) or use the [Docker version](#). Once downloaded, extract the ZIP archive and upload the files to your web server. Typemill requires PHP 8.1 or higher, an

Apache-Server or Nginx, and some standard PHP extensions. All of this is available from any standard hosting provider.

After uploading the files, open your browser and visit your website's URL. You'll see a registration form where you can create your first (admin) user. After

that, you can log in to the system at `/tm/login`.

Configure the System

You can begin publishing right away, but after your first articles, you'll likely want to tailor Typemill to your needs. In the **System** section (accessible from the top navigation), you'll find all configuration options.

- **System Settings:** Adjust global settings for content, media, AI assistance, and projects. (We'll dive deeper into the **Project** settings in the next chapters.)
- **Themes:** Choose and customize your website theme. To install a new theme, download a ZIP from the [Theme Directory](#), extract it, and

upload it to the `/themes` folder on your server.

- **Plugins:** Add functionality such as eBook generation, search, or analytics. Install plugins by downloading a ZIP from the [Plugin Directory](#), extracting it, and uploading it to the `/plugins` folder.
- **Account:** Edit your personal account details and preferences.
- **Users:** Manage authors and assign roles and permissions for each project (covered in the next chapters).

You don't need to understand every detail of Typemill right away. This guide will walk you through the essential steps to setup Typemill for multiple projects that will be published as website and ebooks.

Setting up Projects

For most organizations, the goal is not to publish just one book, but to build a **series of publications** — each with its own author, yet all sharing a consistent and branded layout.

Typemill makes this easy by allowing you to manage multiple **projects** within a single installation. Each project can represent a distinct **publication**, such as a handbook, guide, report, or information resource. Every project has its own content, navigation, and author team, so you

can manage them independently while maintaining a unified overall system.

Configure Projects in the Settings

To create a new project, go to the **System** section in the top navigation and open the **Projects** tab. Here you can activate the project feature and define an **ID** and a **Label** for your main website. This identifies your base website within Typemill, so you can keep it simple:

- **ID:** home
- **Label:** Homepage

Next, you can define a new project for each publication you plan to create. For example, let's add a handbook about fundraising:

- **ID:** fundraising
- **Label:** Fundraising Handbook

Your setup should now look similar to the screenshot below. To start another publication, simply create a new project.

System version 2.19.4

System **Projects** Media Writing Access Email Password Security Developer AI

Multi-project website

Disabled (Standard Website)

Create a multi-project website

Base project ID

home

The ID will be used to identify your base website.

Base project label

Home

The label name will be used to create a visible switch between projects.

Additional projects ID | Label

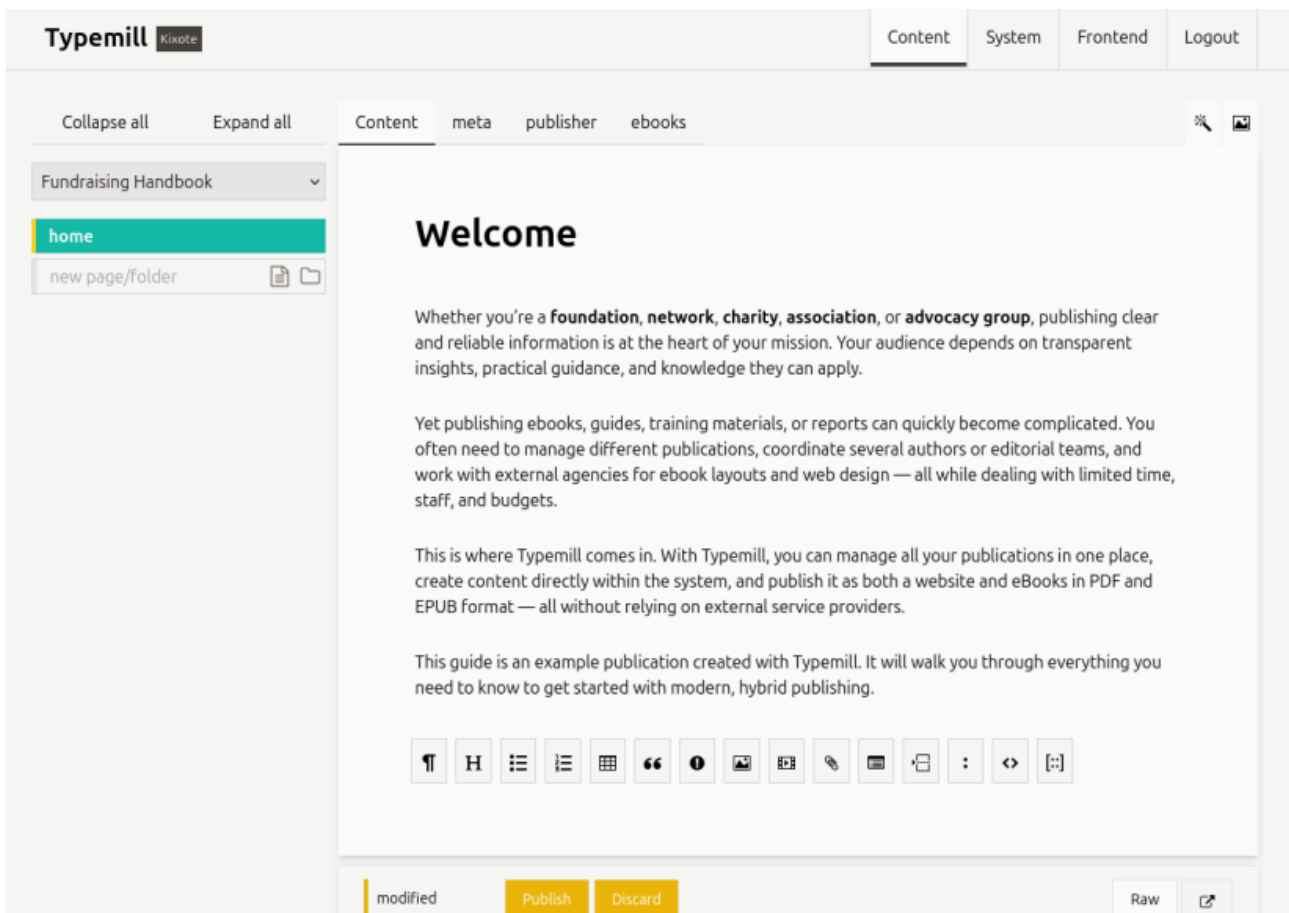
For each project, add an ID on the left and a label on the right. The ID will be used as URL segment, the label to switch between projects.

fundraising : Fundraising Handbook

Switch Between Projects

When you return to the **Content** section, you'll now see a new **dropdown menu** above the navigation where you can select between *Homepage* and *Fundraising Handbook* — the labels you just created.

If you switch to *Fundraising Handbook*, you will see the slug `../fundraising/...` in the url, and the navigation panel on the left will appear empty. This is the dedicated content space for your new project — you can now start creating pages and folders from scratch.



Adding Authors

Each publication project in Typemill can have its own author or team of authors. This allows you to delegate responsibility, manage permissions, and let contributors focus on their specific projects — without affecting others.

Create New User Accounts


To add authors, go to the **System** section in the top navigation and open the **Users** menu on the left side. Here you can view all existing users and create new ones.

Click **“Add New User”** and select a role for the author first. In most cases, it makes sense to assign the **role “editor”** to an author, so they have full editing rights to the content but no access to the system settings or other projects.

After selecting the role, fill out the form with all required details such as username, first name, last name, email, password, profile image, description, and more.

Create user

Select a role



editor 

Username

Alison Poeta

E-mail

Password

 _____ 

[generate a password](#)

The following settings are only visible and editable for admins.

Folder access

fundraising

Add one or more folders like getting started, news to restrict access to those folders in the author interface in frontend, it only works if the website is fully restricted with a login.

Save

Restrict Access to Projects

Finally, you should restrict access to specific projects. To do this, enter the project id — for example, **fundraising**. If the author works on multiple projects, you can add all project IDs here as a comma-

separated list. If the project has multiple authors, simply create additional users in the same way.


With this setup, each author only has access to their assigned projects in the editor. All other projects and pages remain hidden and inaccessible.

Publishing a Project

Once you've established a project and added authors, you can begin planning your publication and developing content. In this chapter, we will explore how to organize your content for optimal presenta-

tion across different ebook layouts, how to create engaging material, and how to publish that content as a website and in eBook formats such as PDF and EPUB.

Typemill Books **Publications** **About**



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August 1 | Stand 2022

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Modern Publishing for Organisations

Sebastian Schürmanns

Whether you're a foundation, network, charity, association, or advocacy group, publishing helpful information is at the heart of your mission. This guide shows you how to set up a simple, lightweight publishing workflow with Typemill, helping you reach your audience without barriers and without big budgets.

[Read Online](#) [Download PDF](#)

Planning a Book

In Typemill, it's important to remember that your content can be published in **multiple formats**: as a website and as a book in PDF and EPUB format. To ensure both versions work smoothly, you should plan and structure your content with both formats in mind.

Think in Books

In this guide, we focus on **ebooks generated from projects**. However, the eBook plugin provides multiple options to generate eBooks. You can export eBooks from:

- The entire website
- Projects
- Folders
- Single pages

Using **projects** is the most structured way to manage multiple independent publications. It also ensures that each author can only view and edit their own work. In addition, plugins like [Bettersearch](#) fully sup-

port projects, allowing you to search either within the current project or across all projects.

Plan Your Publication

Typemill supports nested folders and files, allowing you to create very detailed hierarchies. However, deeply nested structures can make ebook generation more complex, especially because headline levels must adjust based on the folder depth.

Although Typemill provides features to adjust headline levels in eBooks, it's often clearer and easier to plan your structure in advance and **keep it as flat as possible**.

Example: One Level Structure

This guide about "Modern Publishing for Organisations" is structured only with pages on the first level. It's the simplest structure a publication can have:

```
├ PROJECT: Book Series
├─ FILE: Home
├─ FILE: Your Publishing Goals
├─ FILE: Introducing Typemill
├─ FILE: Setting up Typemill
├─ FILE: Setting up Projects
├─ FILE: Adding Authors
```

```

├─ FILE: Planning a Book
├─ FILE: Creating Content
├─ FILE: Publishing Websites
├─ FILE: Creating eBooks
├─ FILE: Publishing eBooks
└─ FILE: Managing Permissions

```

Since all files contain a headline and sub-

headings, the Table of Contents in the eBook will look like this:

```

### Table of Contents

h1 Modern Publishing for Organisations
h1 Your Publishing Goals
  h2 Goal 1: Budget-Friendly Process
  h2 Goal 2: Multiple Publications
  h2 Goal 3: Multiple Authors
  h2 Goal 4: Multiple Formats
  h2 Goal 5: Flexible Access
  h2 How to Reach Your Goals
h1 Introducing Typemill
  h2 A Modern Publishing Mindset
  h2 Simplified Publishing with Typemill
  h2 Principles of Typemill
  h2 Limitations of Typemill
h1 Setting up Your Publishing Platform
  h2 Install Typemill on Your Server
  h2 Configure the System
h1 Setting up Projects
  h2 Configure Projects in the Settings
  h2 Switch Between Projects
h1 Adding Authors
  h2 Create New User Accounts
  h2 Restrict Access to Projects
h1 Creating Content
  h2 Navigation (Left Sidebar)
  h2 Content Area (Right Side)
  h2 Publish Controller (Bottom Toolbar)
  h2 Tabs (Above the Editor)
  h2 Media Library (Top Right)
  h2 AI Assistance (Next to Media Icon)
h1 Publishing Websites with Typemill
  h2 Choosing a Theme

```

```

h2 Configuring Your Theme
  h2 Publishing Pages
  h2 Managing Metadata
  h2 Project Switch
h1 Creating eBooks with Typemill
  h2 Install the eBook Plugin
  h2 Plugin Configuration Options
  h2 Create an eBook
  h2 Step 1: Create a Book Project
  h2 Step 2: Select Content
  h2 Step 3: Configure the PDF
  h2 Step 4: Generate the PDF
h1 Managing Permissions
  h2 Permissions for Authors
  h2 Restrict the Full Website
  h2 Restrict Access to Single Pages
  h2 Restrict Access for Individual Files
  h2 Use the Register Plugin

```

This approach keeps your book and website **consistent, clear, and accessible**, ensuring that readers can easily follow the hierarchy and navigate your content without confusion.

Example: Two-Level Structure

If you have a larger publication project with a deeper structure, it makes sense to use a **two-level structure**. Here's an example Table of Contents for a fictive non-profit organization publishing a handbook called *“Community Health & Wellbeing: A Practical Guide.”*

```

### Table of Contents

0. Forword

1. Introduction
  1.1 Welcome Message
    1.1.1 ...
    1.1.2 ...
  1.2 About This Handbook
    1.2.1 ...
  1.3 How to Use This Guide
    1.3.1 ...

2. Healthy Communities
  2.1 Defining Community Health

```

- 2.2 Key Challenges in Urban Areas
 - 2.3 Case Study: Local Food Initiatives
- 3. Programs and Strategies
 - 3.1 Education and Awareness
 - 3.2 Mental Health Support
 - 3.3 Physical Activity Programs
 - 3.4 Partnerships and Local Networks
- 4. Measuring Impact
 - 4.1 Data Collection and Surveys
 - 4.2 Reporting and Transparency
 - 4.3 Continuous Improvement
- 5. Appendix
 - 5.1 Glossary
 - 5.2 Resources and Further Reading
 - 5.3 Acknowledgements

Below is the corresponding Typemill

folder and file structure for this publication:

```

| PROJECT: community-health-guide
|— FILE (Home): Foreword
|— FOLDER: Introduction
| |— FILE: Welcome Message
| |— FILE: About this Handbook
| |— FILE: How To Use this Guide
|— FOLDER: Healthy Communities
| |— FILE: Defining Community Health
| |— FILE: Key Challenges in Urban Areas
| |— FILE: Local Food Initiatives
|— FOLDER: Programs and Strategies
| |— FILE: Education and Awareness
| |— FILE: Mental Health Support
| |— FILE: Physical Activity Programs
| |— FILE: Partnerships and Local Networks
|— FOLDER: Measuring Impact
| |— FILE: Data Collection
| |— FILE: Reporting and Transparency
| |— FILE: Continuous Improvement
|— FOLDER: Appendix
| |— FILE: Glossary

```

- | FILE: Resources
- | FILE: Acknowledgements

Final Recommendations

When planning a publication with Typemill:

- Start by designing a **clear structure** before writing any content.
- Test your setup on the **website** and with the **ebook plugin** to ensure both outputs work seamlessly.

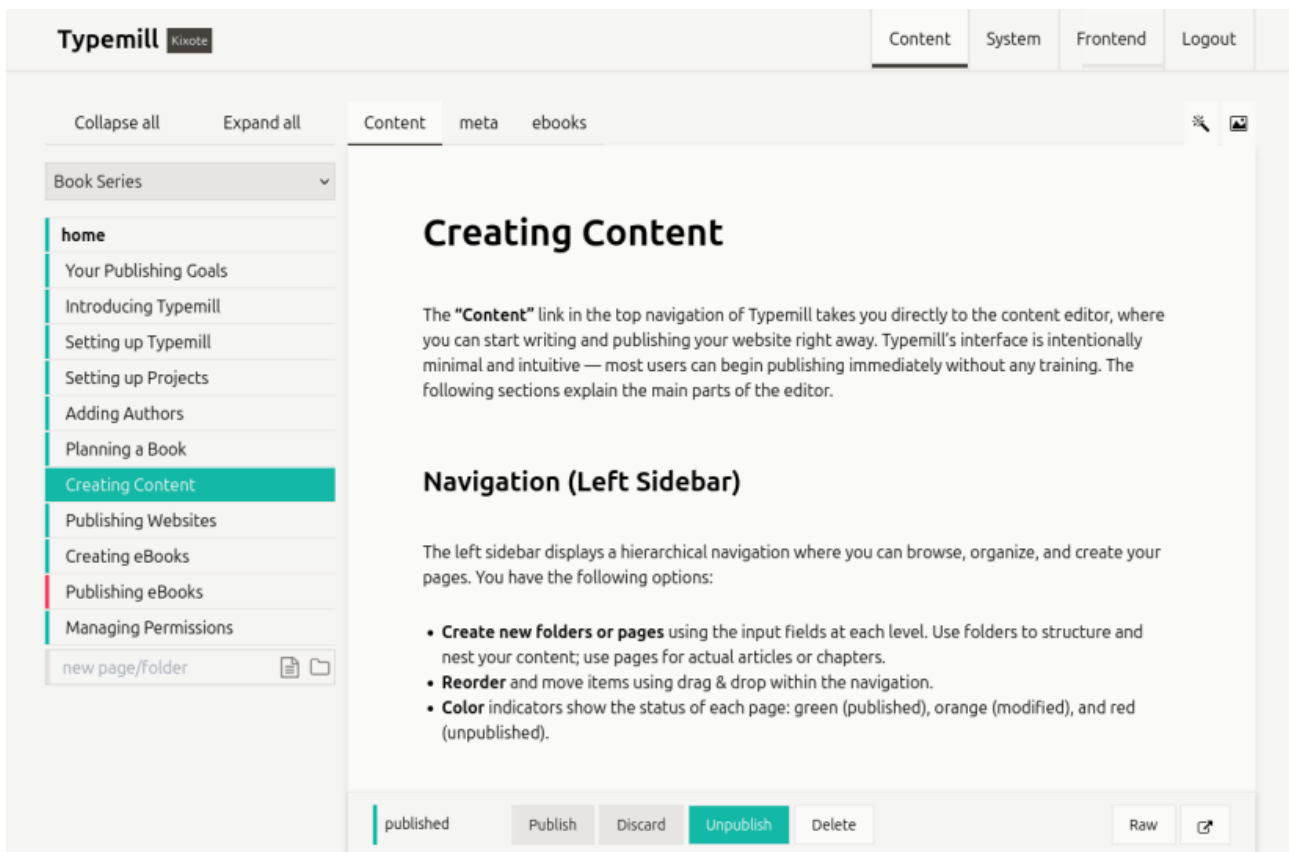
- For most projects, a **simple one-level structure** is ideal.
- For larger works, use a **two-level structure** with top-level folders and files inside each folder.

This approach guarantees that your content remains **easy to navigate, export, and maintain**, whether published online or as an ebook.

Creating Content

The “**Content**” link in the top navigation of Typemill takes you directly to the content editor, where you can start writing and publishing your website right away. Typemill’s interface is intentionally mini-

mal and intuitive — most users can begin publishing immediately without any training. The following sections explain the main parts of the editor.



Navigation (Left Sidebar)

The left sidebar displays a hierarchical navigation where you can browse, organize, and create your pages. You have the following options:

- **Create new folders or pages** using the input fields at each level. Use folders to structure and nest your content; use pages for actual articles or chapters.
- **Reorder** and move items using drag & drop within the navigation.
- **Color** indicators show the status of each page: green (published), orange (modified), and red (unpublished).

Content Area (Right Side)

The right side is your writing area, where you edit content using Markdown. You can choose between two editing modes:

- The visual **Block Editor (WYSIWYG)** is the default editor and shows the formatted HTML as you write.
- By clicking the **Raw** button in the sticky publish controller, you can switch to the **Raw Markdown Editor**, which is ideal if you prefer working directly in Markdown.

If you prefer the Raw Markdown Editor as your standard workflow, you can set it as the default in the Typemill settings.

Publish Controller (Bottom Toolbar)

The sticky toolbar at the bottom lets you

control the publication state of each page. It includes buttons to publish, unpublish, or delete content with a single click. Color indicators reflect the current status: red for unpublished, orange for changed, and green for published.

Tabs (Above the Editor)

The tabs above the editor provide access to additional information and settings. The **Meta** tab lets you edit essential details such as title, author, and date. Plugins and themes may add more tabs with extra functionality.

Media Library (Top Right)

Click the image icon in the top-right corner to open the media library. Here you

can upload and manage images, documents, audio, and video files, and insert them into your content as needed.

AI Assistance (Next to Media Icon)

Click the magic icon in the top-right corner to open the **Kixote** AI assistant. You can connect AI models such as OpenAI or Claude and use the assistant to proof-read, rewrite, summarize, or expand your text. You can also create and manage your own prompt collections.

Author Documentation

For a detailed overview of the author features of Typemill, see the official documentation for [Authors](#) and [Admins](#).

Publishing Websites

Typemill is a **web content management system (CMS)** — and web publishing is its core feature. Once your content structure and projects are set up, Typemill makes it easy to publish a website.

Publishing Pages

To publish a website with Typemill, use the author interface described in the [previous chapter](#). Use the sticky publish controller at the bottom of each page to publish or unpublish content. You can view the live version of a page at any time by

clicking the **external window icon** in the publish controller. A page will only appear in the frontend if its parent page or folder is also published.

Choosing a Theme

The layout and design of the frontend website is controlled by a theme. Typemill provides a variety of themes, each designed for specific use cases and offering unique layout options and settings. To use any theme, simply:

1. Download it from the [Typemill theme directory](#).
2. Unzip the theme file.
3. Upload the theme files to the **themes** folder in your Typemill installation.

To customize a theme, click **System** in the top navigation, choose **Themes** from the sidebar, and open the settings of a theme. There you can adjust colors, layouts, and typography. Most themes also include a **Readymade** feature at the top of the configuration panel. It lets you load predefined design presets and save your own configurations.

The Publisher Theme

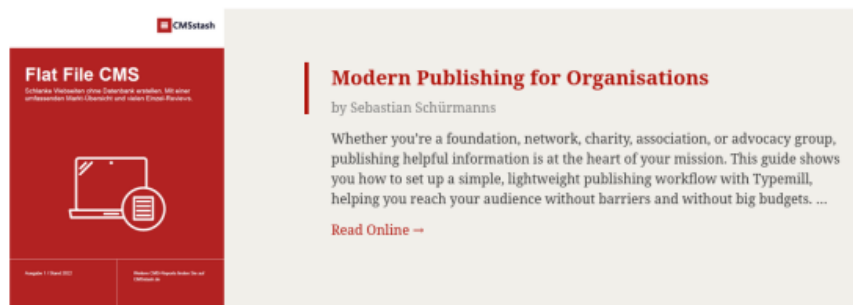
If your main goal is to **publish book series or multiple publications**, we recommend using the [Publisher Theme](#). This

theme is optimized for showcasing multiple books or projects in various formats. Its key features include:

- Listing all publications on the homepage with teasers.
- A **web-version** of each book with an innovative reading layout.
- A section to download the **PDF** and **EPUB** version of each book.

Configuring the Startpage

The Publisher Theme provides several options to configure your startpage. First, you can activate a **stage** for the startpage. It displays the content of the “home” page on the left and shows three projects on the right. You can configure the background color and a background image in the theme settings. If you prefer a simpler layout, you can also disable the stage entirely.



Below the stage, you can list all book projects of your Typemill instance. Currently, there are two layout options:

- one teaser per row (stacked), or
- a three-column layout with three teasers in a single row.

The content for each teaser is defined in the **Publisher** tab on the homepage of each project.

Configuring the Homepages of Projects

The homepage of a project displays a stage presenting the book, including options to read it online or download the PDF and EPUB versions. Below the stage, you'll find the homepage content with the usual online reading features.



Modern Publishing for Organisations

Sebastian Schürmanns

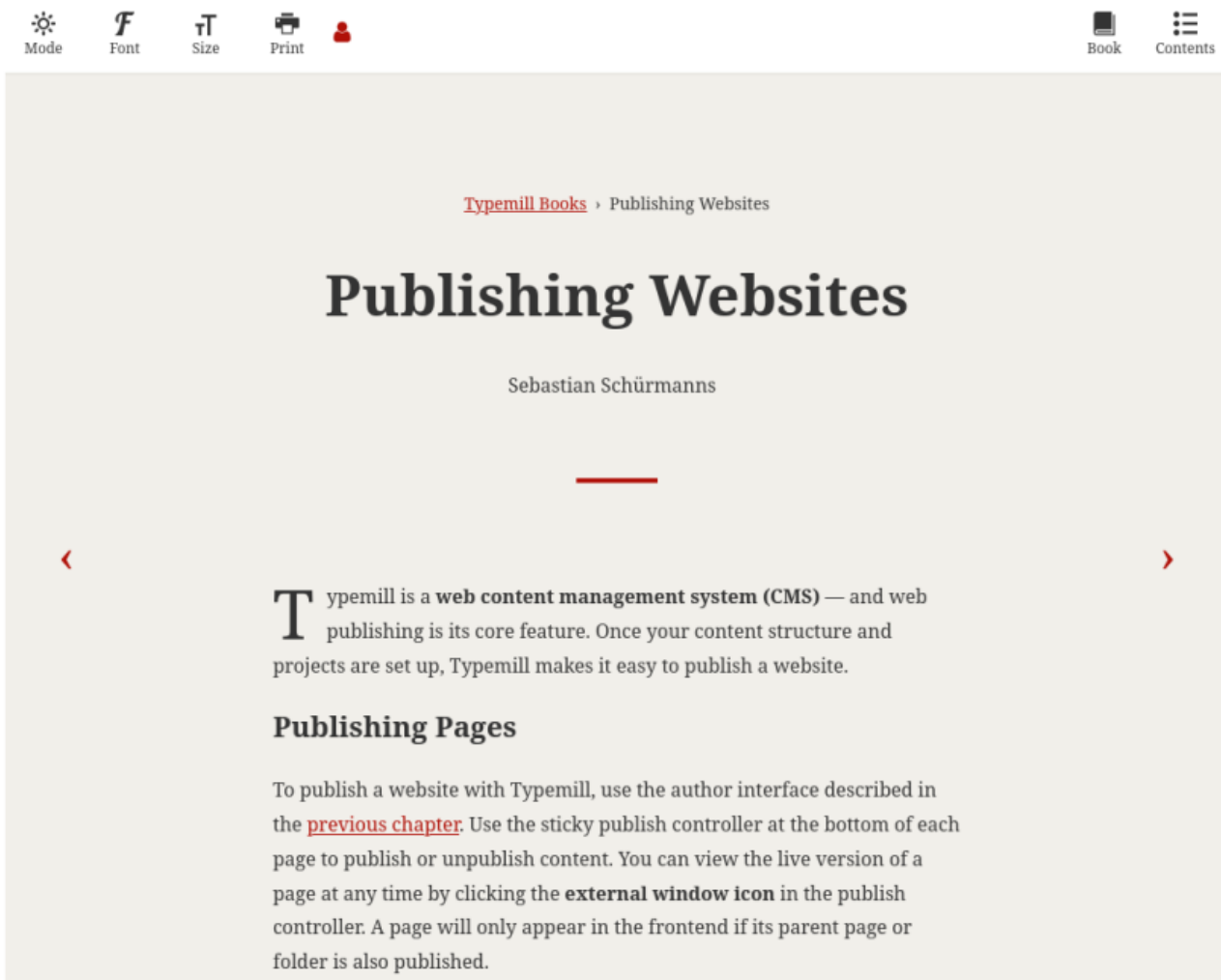
Whether you're a foundation, network, charity, association, or advocacy group, publishing helpful information is at the heart of your mission. This guide shows you how to set up a simple, lightweight publishing workflow with Typemill, helping you reach your audience without barriers and without big budgets.

[Read Online](#)[Download PDF](#)

You can configure the book stage and all teasers in the **Publisher** tab on the project's homepage. Here you can define key information such as the title, author, short and long descriptions, cover image, and download files.

Configuring the Online Reading Area

Typemill provides a clean and focused online reading experience for each book. The layout features a toolbar at the top, a book-style content area with readable typography, and simple forward and backward navigation.



The toolbar includes options for dark mode, font family (serif or sans-serif), text size adjustments, and a print button. On the right side, readers can open the table of contents or the book stage with download options — available on every page.

This gives your audience full control over the reading experience and easy access to the entire publication.

You can configure the toolbar, navigation, and other reading settings in the theme options.

Creating eBooks

Typemill offers a free **eBook Plugin**, which transforms your Typemill website into a comprehensive eBook studio. With this

plugin, you can create one or multiple eBooks in **PDF** and **EPUB** formats, all directly from your existing content.

This chapter guides you through each step of the eBook production process.

Install the eBook Plugin

The **Typemill Publisher Bundle** comes pre-equipped with all necessary plugins and themes for managing multiple eBooks. Alternatively, you can initiate your work from a fresh Typemill installation and manually add the eBook Plugin.

1. Download the eBook Plugin from the [plugin directory](#).
2. Extract the ZIP file.
3. Upload the extracted folder to the `/plugins` directory of your Typemill installation.
4. In the Typemill backend, navigate to **System → Plugins**.
5. Activate the eBook plugin and access its **settings**.

Plugin Configuration Options

The plugin features two primary modes:

- **eBooks in Settings:** This mode allows you to generate multiple eBooks from the **entire website** or from **selected projects**. It adds a new menu item labeled "eBooks" under the System section, accessible only to the admin.
- **eBooks in Pages:** This mode enables you to create eBooks from a **single project**, specific **subfolders**, or **individual pages**. It adds a new "eBooks" tab to each page in the editor, available to authors.

For this guide, we will utilize the **eBooks in Pages** mode, allowing the project author to generate and manage the eBook independently.

Create an eBook

When you open any page in the content area, you will notice a new tab labeled **eBooks** above each page. Click on it to access the eBook Studio, which comprises three tabs:

- **Content:** Here, you can select the content to include in your eBook project. Generally, you will choose the entire content of a project, but you can also deselect any pages you wish to exclude.
- **PDF:** In this tab, you can select a layout for your PDF version and customize details such as the title page, imprint, table of contents, fonts, and colors. Once configured, you can either generate the PDF or preview it.
- **EPUB:** This tab allows you to define metadata for the EPUB version and generate it with a single click.

For our Fundraising Handbook, we will open the **homepage of the fundraising project** to create an eBook encompassing the project's entire content.

Step 1: Select Content

Navigate to the project's homepage and open the eBook tab. In the **Content** tab, choose the pages you want to include in the **Fundraising Handbook**. When you

select a page, a preview of the table of contents will appear on the right side. Above the headline preview, you can ad-

just the headline levels to ensure the structure is logical.

If you modify the structure of your website—such as adding, deleting, or moving pages, you will need to refresh the navigation and select the content pages once more.

Step 3: Configure the PDF

After selecting the content, switch to the **PDF** tab. Here, you can choose a layout and configure your PDF. For the *Fundraising Handbook*, we will select the **Report** layout, which offers a clean A4 format with a professional design.

Each layout possesses its own settings. For example, the **Report** layout features the following configuration sections:

- **Cover:** Title, subtitle, footer text, logo, background image, and colors.
- **Text:** Font size, font families, text alignment, hyphenation, and colors.
- **Imprint:** Text for imprint and preface.
- **Table of Contents:** Headline, number of levels for the automatically generated TOC, optional prefixes, and line indents.
- **Paging:** Optional page numbers and running footers.
- **Blurb:** Text for afterword or additional notes.

Tip: If you desire a completely unique design, consider hiring a developer. Creating an eBook layout is quite similar to developing a Typemill theme, offering significant flexibility.

Step 4: Generate the PDF

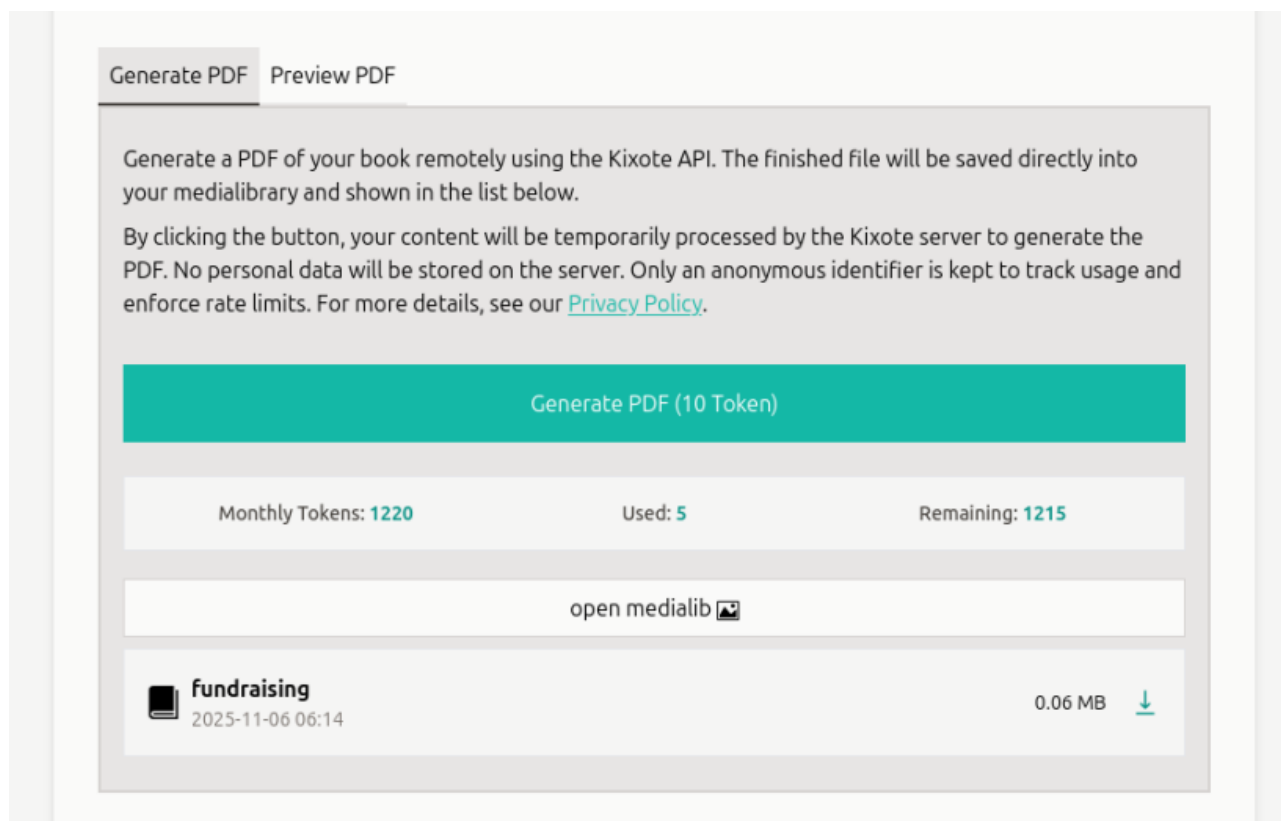
At the bottom of the PDF configuration options, you have two choices:

- **Preview the PDF:** The preview button opens a new window that renders the eBook layout as a website, allowing you to verify if the design meets your expectations. You can also create a PDF from this preview using your browser's "Save to PDF" feature. Please note that results may

vary across browsers. The preview utilizes [Pagedjs](#) in the background.

- **Generate the PDF:** This option allows you to create a final PDF version with a single click. The file will be stored in the media library and will be listed below the content

once it's ready. This generation utilizes Typemill's hosted PDF service **Kixote**, which requires a MAKER or BUSINESS license. These licenses include a monthly token allowance for generating PDFs. The PDF service operates with [WeasyPrint](#) in the background.



Be aware that the **preview** and the **remote PDF generation** employ different technologies. Certain features may work in the remote version but not in the pre-

view, and vice versa. For instance, the remote PDF generation supports bookmarks, whereas the preview version supports JavaScript execution.

Publishing eBooks

Once you have created one or more eBooks, you can publish them on your

website. You have several options:

- Use the **Publisher Theme**

(recommended). This theme is specifically designed for showcasing multiple eBooks. It features an automatic listing system that presents your eBooks on each page.

- Utilize the **eBook Products** plugin. This plugin displays eBooks with a cover image, title, brief description, and download buttons. Each eBook can be integrated into any page using a shortcode.
- Opt for simple **file downloads**. You can easily add eBook files from the media library to any page. Simply click on the file icon in the visual editor and select the eBook files.

In this guide, we will focus on the Publisher Theme, as it offers the most straightforward and organized approach to showcase and present multiple publications as both website content and downloadable eBooks.

Add the eBook to the Publisher Tab



To add and display your eBook on the website, navigate to the homepage of your project. You will find a tab labeled "Publisher." Here, you can configure how your eBook appears in the teasers on the homepage, on the project's start page, and in the book overlay within the reading area.

- **List Book on Homepage:** Activate this option once everything is ready to include your eBook in the list on the homepage.
- **Book Title:** Enter the title of the teaser here. It's advisable to use the same title as your book, although a more marketing-oriented title can also be effective.
- **Header Navigation:** You can add internal or external links that will appear in the header navigation.
- **Book Author:** List one or more authors to be displayed in the teasers.
- **Short Book Text:** Provide a brief description of the book. This will be used for various teaser design formats.
- **Long Book Text:** Include a more detailed description of the book. This will also be utilized for certain teaser design variations.
- **Teaser Image:** Upload the cover image of your book (or any other relevant image).
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feature may be useful if you wish to require users to authenticate with an account before they can download the files.