

Audiobook Builder Help

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Getting Started

Introduction

Now that you've got Audiobook Builder you're just moments away from moving your audiobook CDs to your iPod. It's a fairly quick and easy - if not painless - process, and you'll have the hang of it in no time, but why not take a moment to see a Project move from start to finish? We'll cover the basics of creating your first Project, organizing your audiobook data and building the final product. Are you ready to learn a thing or two about Audiobook Builder? Then head to the next page, where we'll go over a few pointers before we start your first Project!

The Basics

Here's an overview of the basic elements you'll interact with in Audiobook Builder:

Projects

Your first step in any project with Audiobook Builder is to create an Audiobook Builder Project document, where you will gather, organize and tweak your audio data before Audiobook Builder turns it into iPod-friendly audiobook tracks.

Audiobook Builder stores a copy of each audio file you add to the Project within the Project document itself. This allows you to interrupt your Audiobook Builder session and return to it when you get a chance. It also makes it painless to move Projects from one Mac to another - "just in case" - because you don't have to worry about where the original audio data is.

Just before you build your Projects you will get an opportunity to specify the audio characteristics for the final output. There are three easy presets but if you're up to it you can tweak the Data Rate, Channels, Sample Rate and Pass through hint before continuing to the actual process of building your audio. The Pass through hint allows you to tell Audiobook Builder to try to process your audio without re-encoding, if possible.

Once you get the results you want from a particular Project you can remove it by dragging it to your Trash.

Chapters and Files

As you add audio data to your Projects you'll find each added item represented as a File enclosed in a Chapter. Files may be dragged between Chapters, Files can be joined into new Chapters, Chapters can be dragged around to rearrange things, if necessary, and more.

Each Chapter will emerge in Audiobook Builder's output as a chapter stop on your iPod, in iTunes and in other QuickTime applications. Chapters have a Name and can also be assigned artwork.

Remember, Files are imported directly into the Project document on your hard drive. This makes working on a Project over several Audiobook Builder sessions a lot easier and also helps keep things together in case the original audio data is moved around on your hard drive or becomes unavailable.

The Project Window

Audiobook Builder separates the work in each Project into three phases: Cover, Chapters and Finish, and each phase has its own section of the Project window. You will find buttons for switching between these sections at the bottom of the Project window. The three sections are described below.

Cover

The Cover section of each Project allows you to specify the Title, Author and Genre of your audiobook, and also provides a drag and drop area for your audiobook's Cover Art. All four items will be included in the Project's output.

Chapters

The Chapters section of each Project is where most of the action is. You'll find buttons to add audio files, add the iTunes selection and import CDs, as well as the Join, Split and Remove buttons.

Remember, as you add items to your Project they are represented as Files inside Chapters.

The Chapters section includes the Inspector, an area at the bottom of the window that displays information about the Chapters and Files you have selected. To reveal the Inspector just click on the Show Details button at the bottom of the window.

Finish

The Finish section includes a summary of your final Audiobook file(s), including Title, Author, Genre, Cover Art, Length, number of Chapters and number of Parts. You also have an opportunity to customize several settings that affect how your Audiobook will be built by pressing the Build Options button just under the Cover Art area. When you're ready to build just press the Build button toward the bottom of the window.

Creating Your First Project

Now we're ready to create your first Audiobook Builder Project. Here's how:

1. Launch Audiobook Builder. Assuming you've registered your copy, the Audiobook Builder window will greet you with three choices:



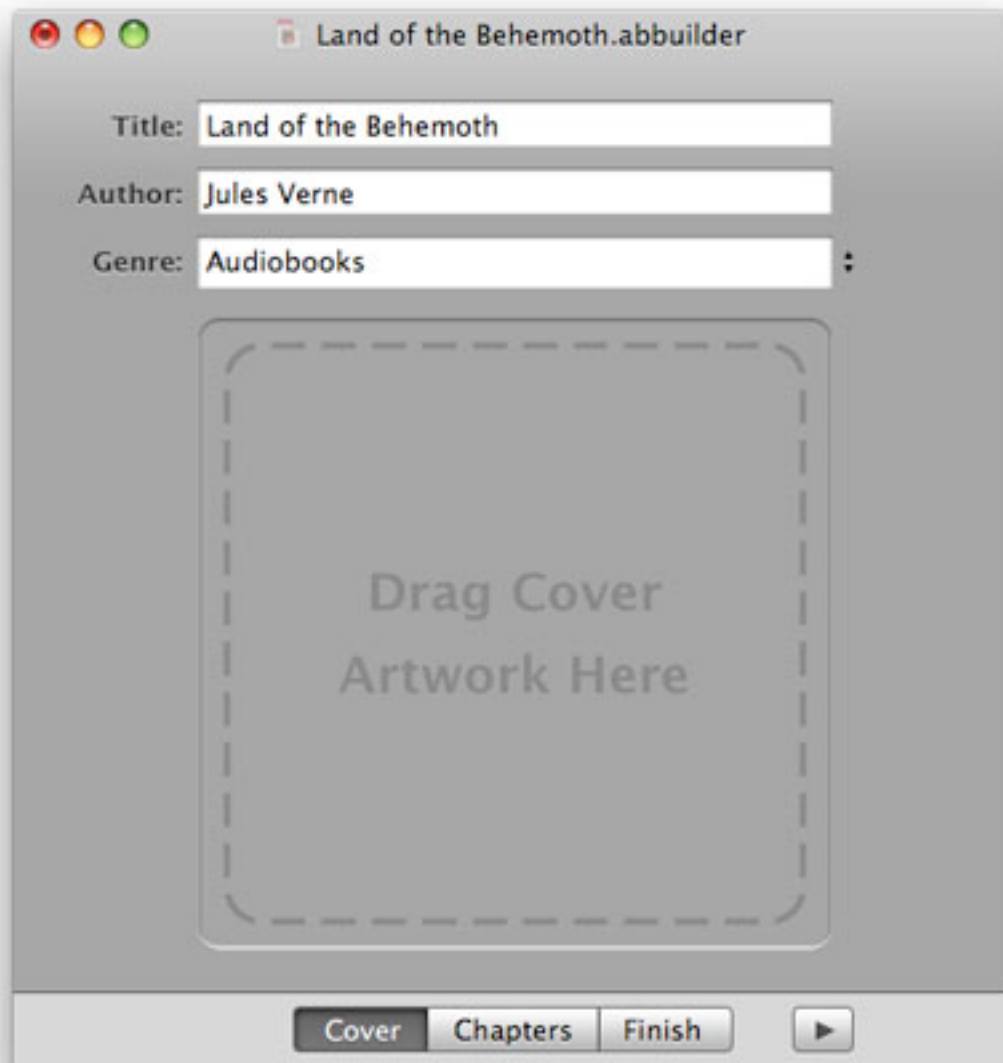
The Audiobook Builder window

2. Click on the first option, **Create a New Project**. The Create Project dialog window will appear.
3. You'll want to name your Project, so click in the Project field at the top of the dialog and type in something descriptive, such as the name of the Audiobook you're going to build.
4. Just below the Project field you can decide where to save your Project. That's entirely up to you, but you may prefer to keep your Projects on your Desktop or in your Documents folder.

5. Once you've entered a Project name and decided where to store the Project document you're ready to start working on the Project itself. Click the Create button at the bottom right of the Create Project dialog window to proceed.

Setting Up Your Project's Cover

After clicking on the Create button in the Create Project dialog window you should see the Project window, which defaults to the Cover section:



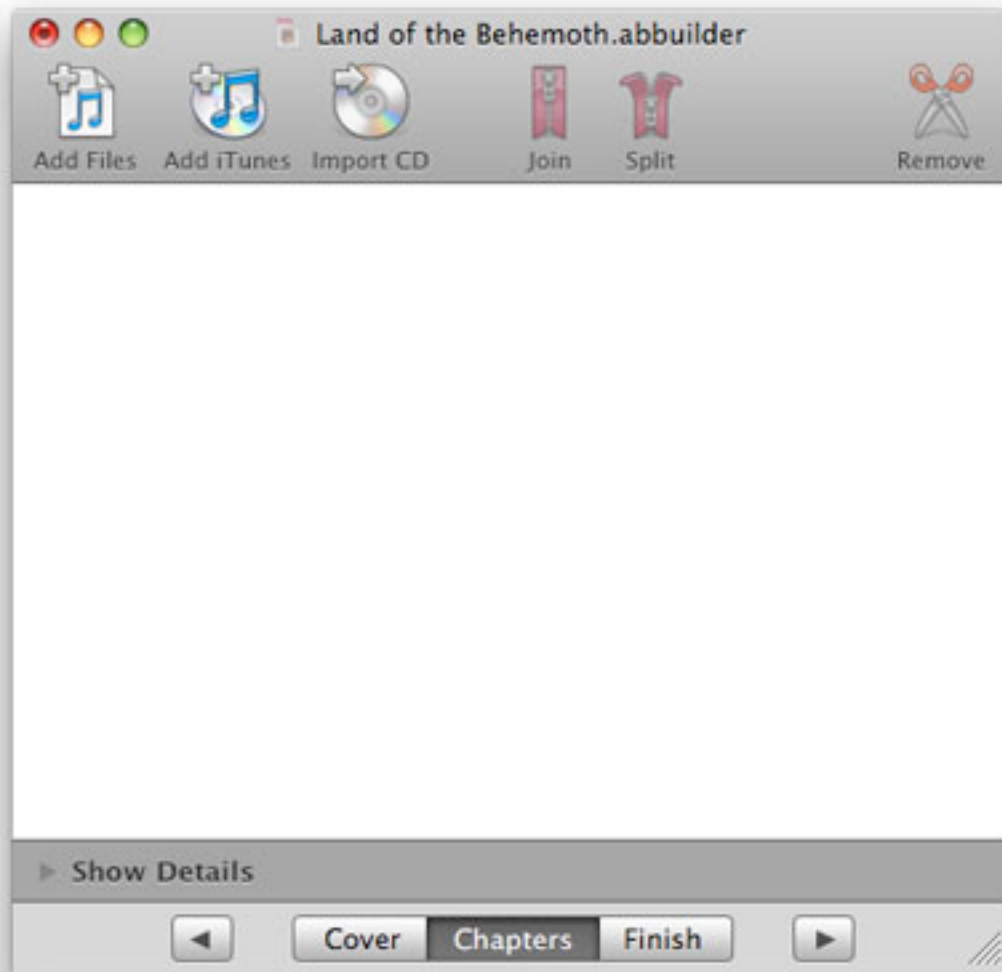
The Cover section

Tip: You'll notice you can navigate between sections using the buttons at the bottom of the Project window. Only one of these buttons will be highlighted at any one time, and the highlighted button indicates which section you're in.

The Cover section has four items for you to interact with: Title, Author, Genre and Cover Art. Let's fill these out so we can move on to organizing our audio data.

1. The Title field at the top of the window will automatically contain the Project name you chose just moments ago in the Create Project dialog window. If this is not appropriate click in the Title field and make any necessary changes.
2. Click in the Author field just below the Title field and type in the author of your Audiobook. This is optional, but it helps organize your Audiobook in iTunes and on your iPod.
3. The Genre field just below the Author field is also optional. You can click in the field and type in a custom genre your Audiobook.
4. Cover Art makes listening to audiobooks in iTunes more enjoyable when you can see a part of the book you're listening to. If you'd like to use this feature just drag an image file (or an image from another application, like Safari) to the Cover Art area.
5. Review your Title, Author, Genre and Cover Art choices. When everything looks good you're ready to start adding, importing and organizing your audio data. Click on the Chapters button at the bottom of the window to move on to the Chapters section.

Importing Your Project Files



The Chapters section

Your Project is now ready to receive and organize your audiobook content. Before we proceed, keep this in mind: each audio file you bring into Audiobook Builder is represented as a File, and Files are organized into Chapters. Now let's get started by importing from a CD.

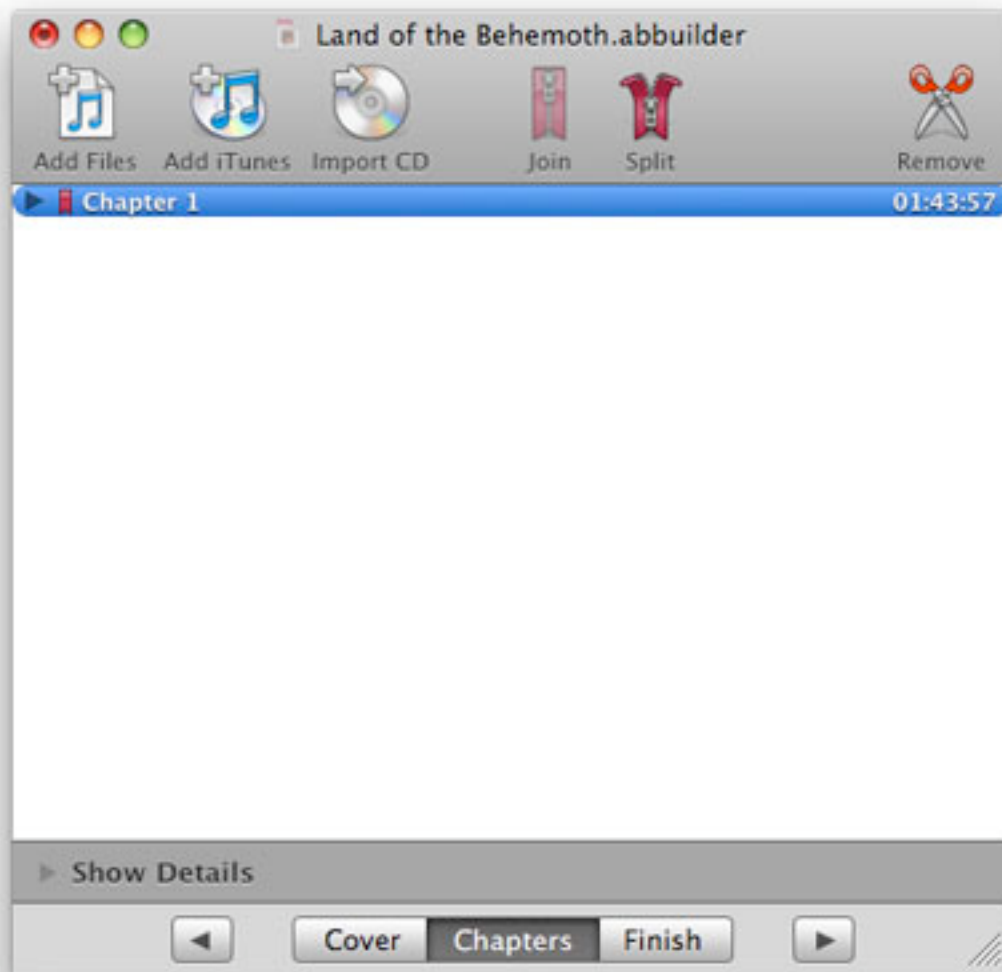
1. Insert the first CD from your chosen Audiobook.
2. Click on the Import CD button at the top of the Project window. This will reveal the Import CD sheet, which is split into two sections:

- The CDs section displays any currently mounted audio discs on all of the CD/DVD-ROM drives connected to your Mac. The CD names should appear as they do in iTunes.
- The Tracks section displays the contents of the current selection in the CDs section. The track names should appear as they do in iTunes.

Tip: Most of the time your CDs and Tracks will be automatically named correctly, but sometimes a communications error or other issue between Mac OS X and the online album database it relies on can cause the names to show up as very generic defaults. In this case, even iTunes will be affected and there's not much to be done besides carefully renaming each Chapter after Importing your CDs.

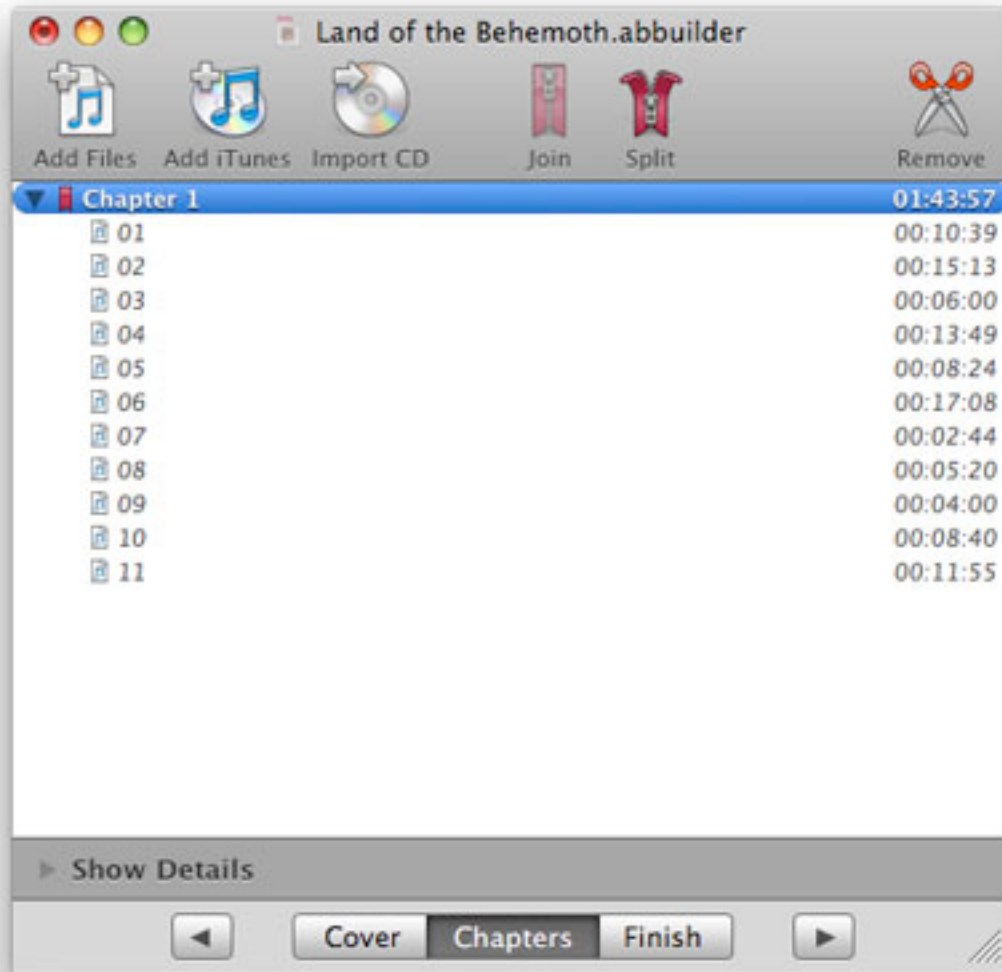
3. The disc you inserted should appear in the CDs section. If it is not highlighted, click once on it. The disc's contents should be revealed in the Tracks section below.
4. Once you're ready to Import the disc's contents, click on the Import button at the bottom right of the sheet. Audiobook Builder will display a progress indicator while it imports each track. When the process is complete you will be returned to the Chapters section.

As Audiobook Builder finishes the import process it creates a new Chapter named after the just-imported CD and places all of the CD's contents into the new Chapter. When you are returned to the Chapters section you will see the new Chapter; just like this:



A new Chapter

Note the Chapter has an outline triangle button at its left. If you click the triangle you will see the new Chapter's contents:



A Chapter's contents

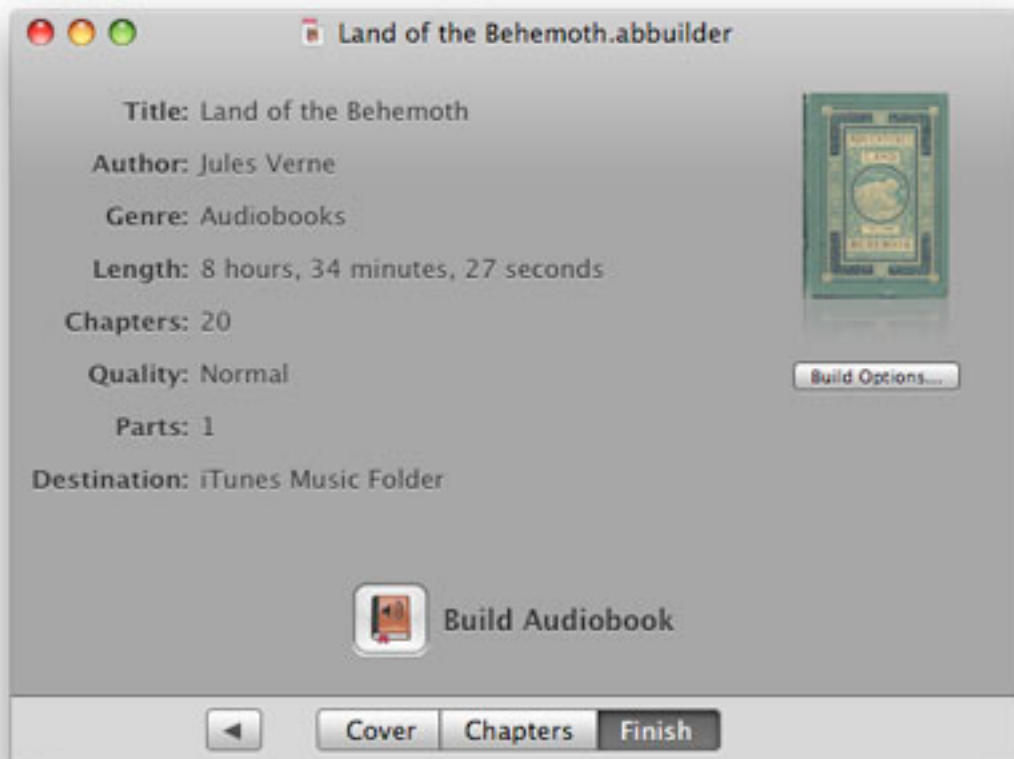
Now that you know how to import a single CD, go ahead and import the rest of your Audiobook's discs.

Tip: It's best to make sure you import your audiobook CDs in order, but if they get mixed up you can rearrange your Project's Chapters simply by dragging them up and down. Be careful, though - Audiobook Builder allows you to drag one Chapter inside another, combining them. That's probably not what you want to do when importing directly from audiobook CDs since the order of the Files in each Chapter should be exactly as the author intended. The only tweaking you might need to do is to rearrange, join or split Chapters - not the Files within..

Once you've imported all of your Audiobook's discs, carefully review the order of your Project's Chapters and the Files they contain. When you're certain everything's in order then it's time to take the plunge and finish the Project. Click on the Finish button at the bottom of the Project window to proceed to the final phase of the Project!

Building Your Project

Here we are at the Finish section, where you'll find three things:



The Finish section

- A summary of your Project's contents, including the number of Parts to expect and the total length.
- The Build Options button, just under the Cover Art area. Press this button to customize the audio quality, file format and Part style Audiobook Builder will use as it builds your Project.
- The Build button. That's your last stop before Audiobook Builder processes your Project.

Review the summary to be sure it matches your expectations. When everything looks as you expect then it's time to click the Build button toward the bottom of the window and let Audiobook Builder handle the rest.



Build progress

Tips

Performance

Audiobook Builder's performance depends on several things, but the three most important items are:

- How fast your Mac's processor is
- How fast your Mac's hard drive is
- How much memory your Mac has

Including the amount of time it takes to import CDs, you can expect older Macs (say, 800MHz or so) to build the final result in about 4 or 5 times less than the actual length of your Project.. The fastest Macs out there (2GHz and up) should do the job quite a bit faster.

Pass through

When audio is copied from a CD to your hard drive, or converted between audio formats, your Mac has to put in a lot of time and effort - and audio quality suffers a little along the way. Audiobook Builder will try to improve performance and minimize quality loss by re-encoding your audio data only when necessary. Whenever possible, Audiobook Builder will "pass through," or join without re-encoding. In some cases there's no guarantee your audio sources will match well enough to use Pass through, but importing directly from CD is a sure thing.

Here are some potential situations and how Pass through fits in:

- All audio imported from CD: Audio imported from CD will be configured using the Project's Audio Options and will pass through.
- Some audio imported from CD, some added from files or iTunes: Audio imported from CD will be configured using the Project's Audio Options. If all audio meets certain criteria and matches closely enough it will pass through. Otherwise, it will be re-encoded to match the Project's Audio Options.
- All audio added from files or iTunes: If all audio meets certain criteria and matches closely enough it will pass through. Otherwise, it will be re-encoded to match the Project's Audio Options.

By default, new Projects are created with Pass through enabled. You can enable or disable Pass through when creating a new Project by selecting Custom... from the Audio popup menu in the Create Project dialog window.

Recycling Projects

After Audiobook Builder builds your Projects, and you're satisfied with the results, there's no reason to keep the Project document file around. Trash them at your convenience.

Creating a Project

To create a new Project

1. Launch Audiobook Builder. This should take you to the Audiobook Builder window, where you can see the Create a New Project option.



The Audiobook Builder window

2. Click the Create a New Project button. You should now see the Create Project window.
3. Name your Project in the Project field at the top of the window.
4. Just below the Project field you can choose a location in which to store your Project document file. The Desktop or your Documents folder are probably fine, depending on how long you need to keep the Project document on your Mac.
5. Review your choices and when you're ready to continue press the Create button at the bottom right corner of the window.

Tips

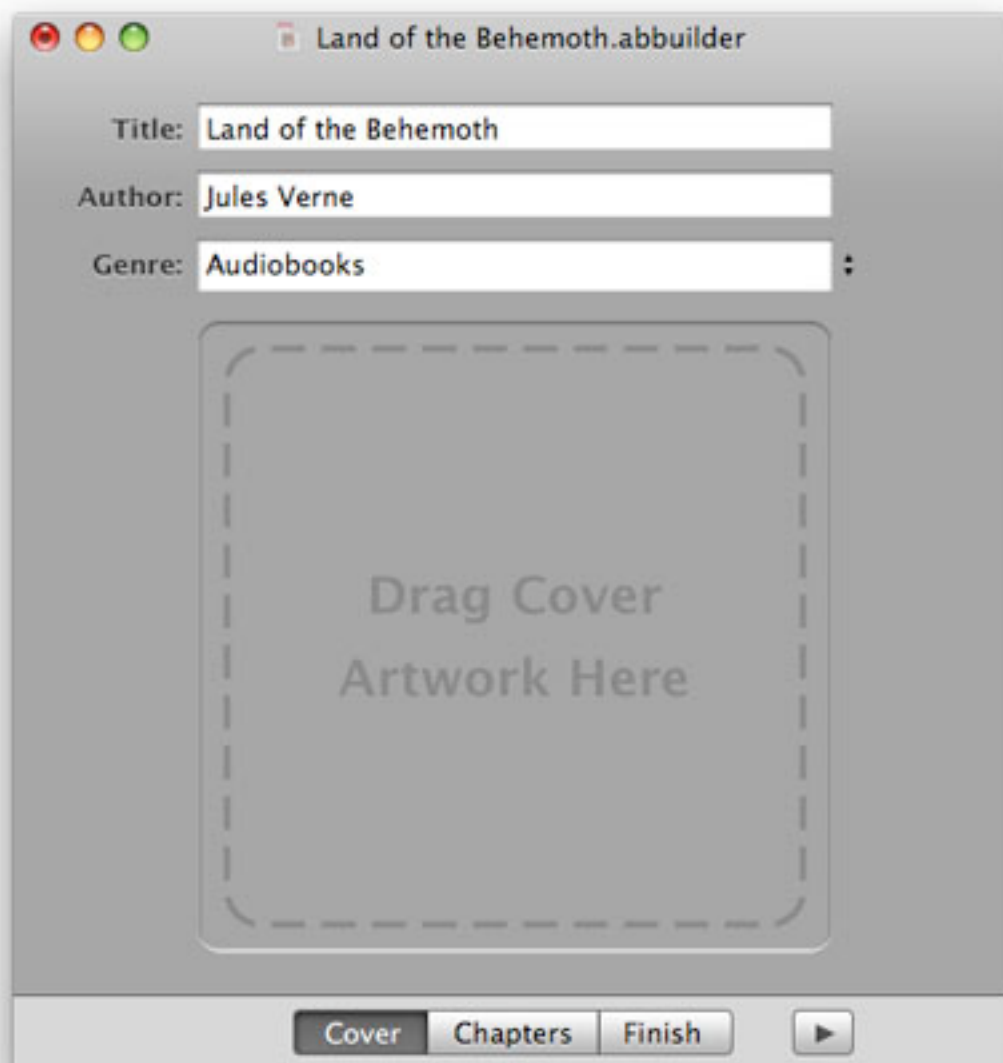
- You can also use the New... menu item in the File menu to begin creating a new Project. If you have a Project open Audiobook Builder will close that Project before work begins on the new Project. **Keyboard shortcut:** Command + N (Apple key + N).
- Audiobook Builder stores a copy of every audio file you import from CD, drag from the Finder or add from iTunes in the Project document itself. That's a lot of storage when you're working with lengthy Audiobooks so free up space by trashing Project documents when they're no longer necessary.

Working With Projects

Setting the Title

To set the Title for your Project

1. Click on the Cover button at the bottom of the Project window. This will take you to the Cover section.



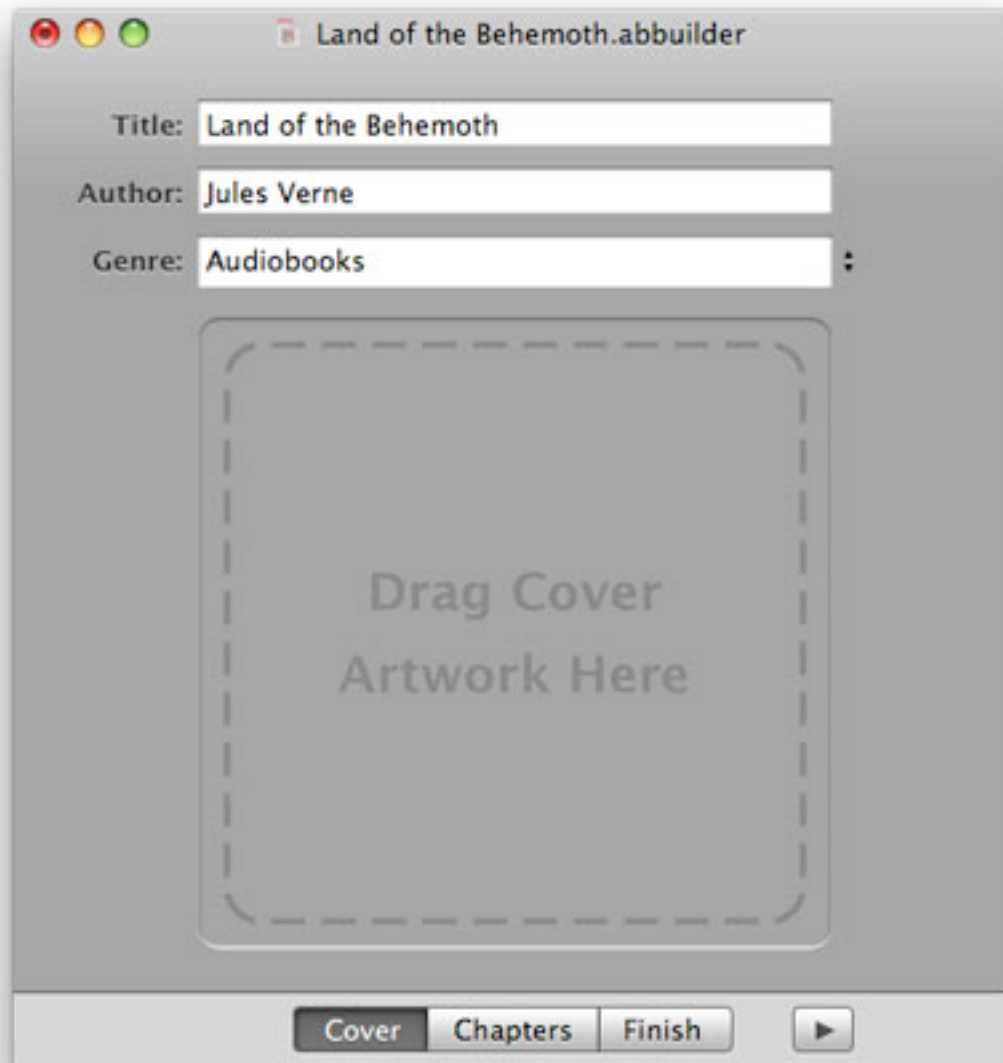
The Cover section

2. Type in a Title for your Project in the Title field at the top of the Project window.

Setting the Author

To set the Author for your Project

1. Click on the Cover button at the bottom of the Project window. This will take you to the Cover section.



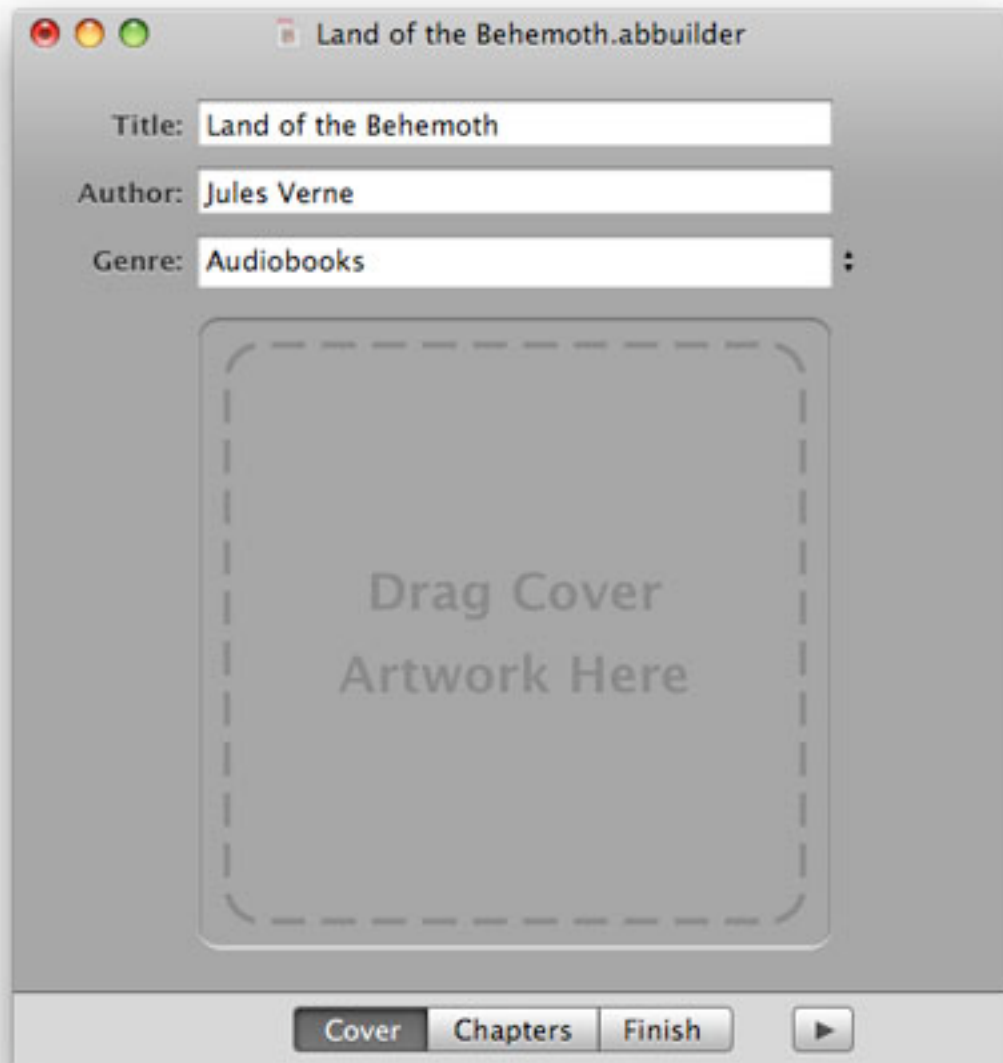
The Cover section

2. Type in an Author for your Project in the Author field toward the top of the Project window.

Setting the Genre

To set the Genre for your Project

1. Click on the Cover button at the bottom of the Project window. This will take you to the Cover section.



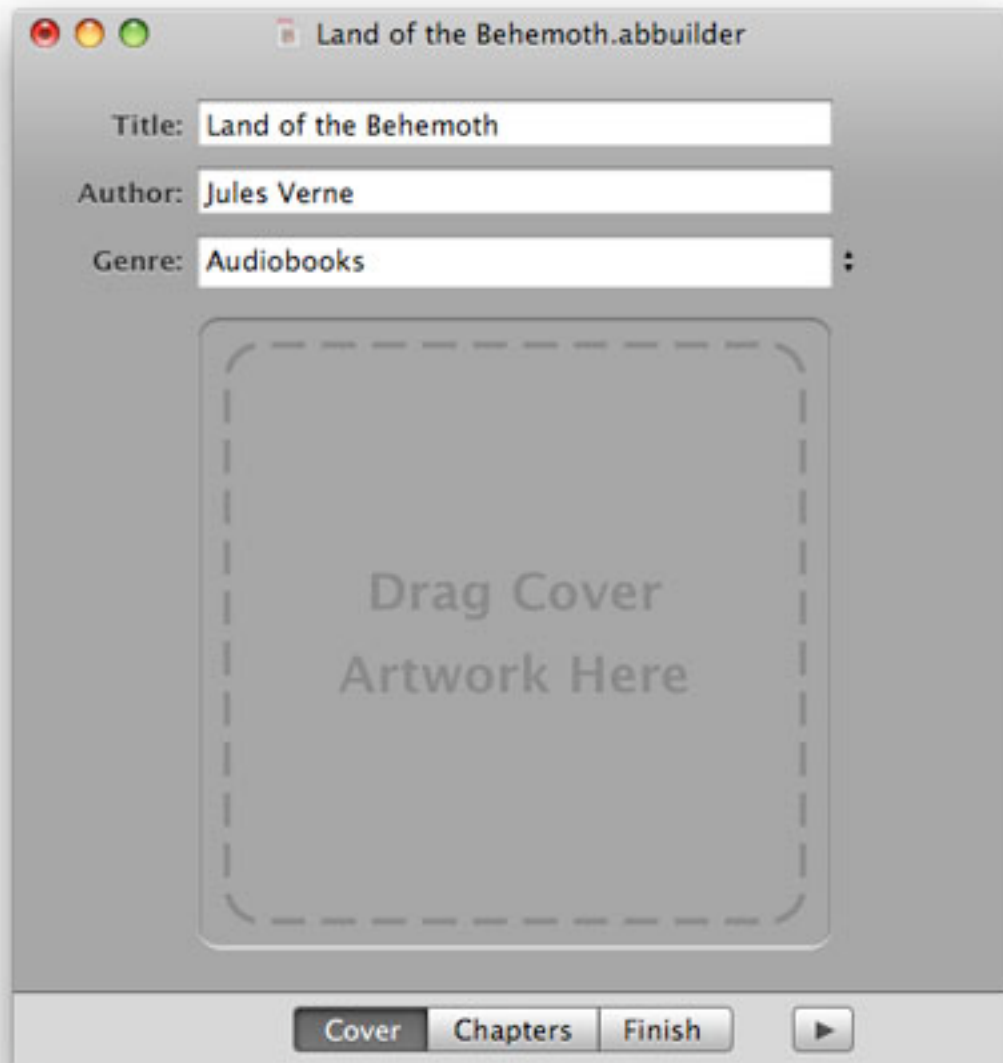
The Cover section

2. Type in a Genre for your Project in the Genre field toward the top of the Project window.

Adding Cover Art

To add Cover Art to your Project

1. Click on the Cover button at the bottom of the Project window. This will take you to the Cover section.



The Cover section

2. Drag an image file from the Finder or a draggable image from another application, such as Safari, into the Cover Art portion of the window, immediately below the Author field.

Tips

- To remove previously selected Cover Art from your Project just click once on the Cover Art image and select Delete from the Edit menu at the top of your screen.
- Cover Art appears with a reflection below it to give you a feeling for how the image will appear in applications that display a reflection automatically, such as iTunes and Front Row. The reflection is not included in Audiobook Builder's final output.

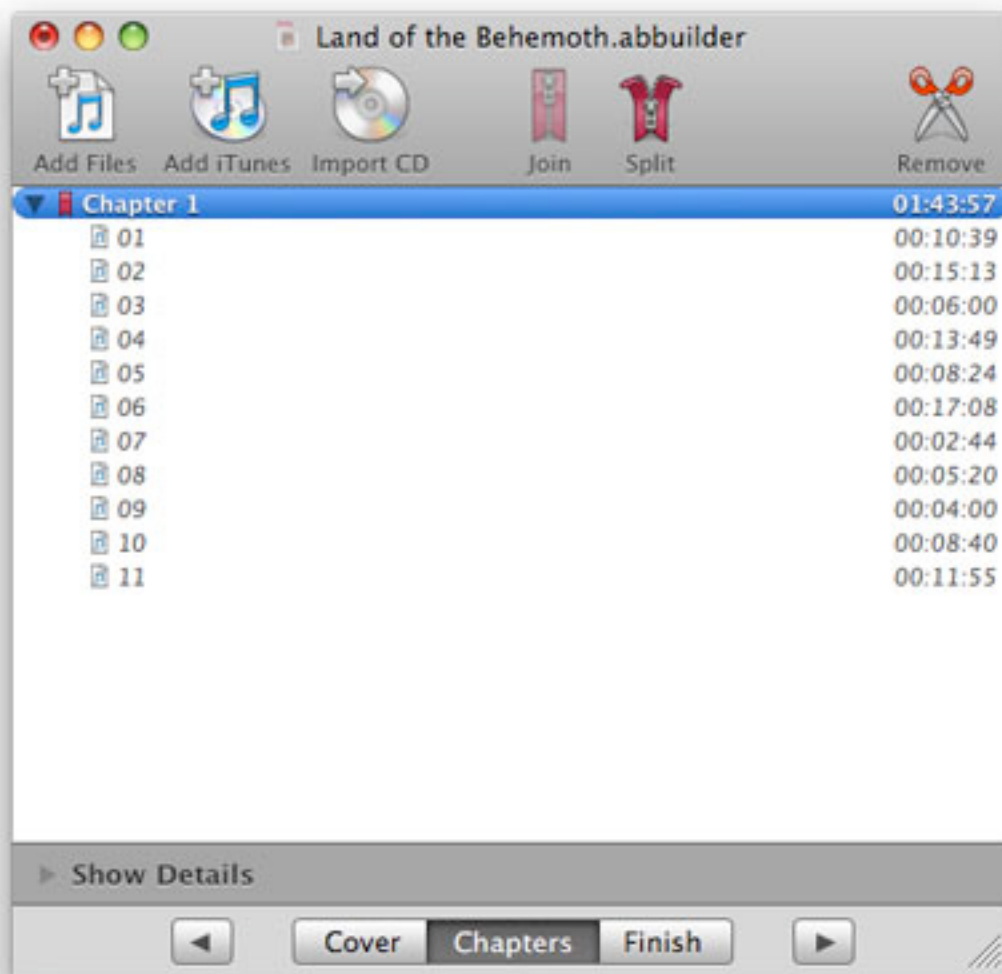
Adding Files

Audiobook Builder provides three ways to bring audio data into your Projects:

- Adding pre-existing audio files
- Adding pre-existing audio tracks from iTunes
- Importing tracks directly from audio CDs

We'll cover the first two methods in this section, and importing from CD in the next.

As audio files or tracks are added to a Project Audiobook Builder represents the audio data as Files and places them in Chapters, which are like folders. Chapters are expandable and have a bookmark icon to the left of their name while Files are indented underneath their parent Chapter and have an icon of a small document with musical notes to the left of their name.



Chapters and Files

To add files from the Finder

1. Click on the Chapters button at the bottom of the Project window. This will take you to the Chapters section.
2. Click on the Add Files button at the top left corner of the window. This will display the Add Files dialog window.
3. Select the files you would like to add to your Project and click on the Open button at the bottom right corner of the dialog window.

The selected files should now appear as Files within Chapters at the bottom of the Chapters view.

Tips

- You can use the Add Files... menu item in the Audiobook menu to display the Add Files dialog window. **Keyboard shortcut:** Command + 7 (Apple key + 7).
- You can also drag files directly from the Finder to the Chapters view.

To add tracks from iTunes

1. Select a group of file tracks in iTunes.
2. Click on the Chapters button at the bottom of the Project window. This will take you to the Chapters section.
3. Click on the Add iTunes button at the top left of the window, just to the right of the Add Files button.

The selected file tracks in iTunes should now appear as Files within Chapters at the bottom of the Chapters list.

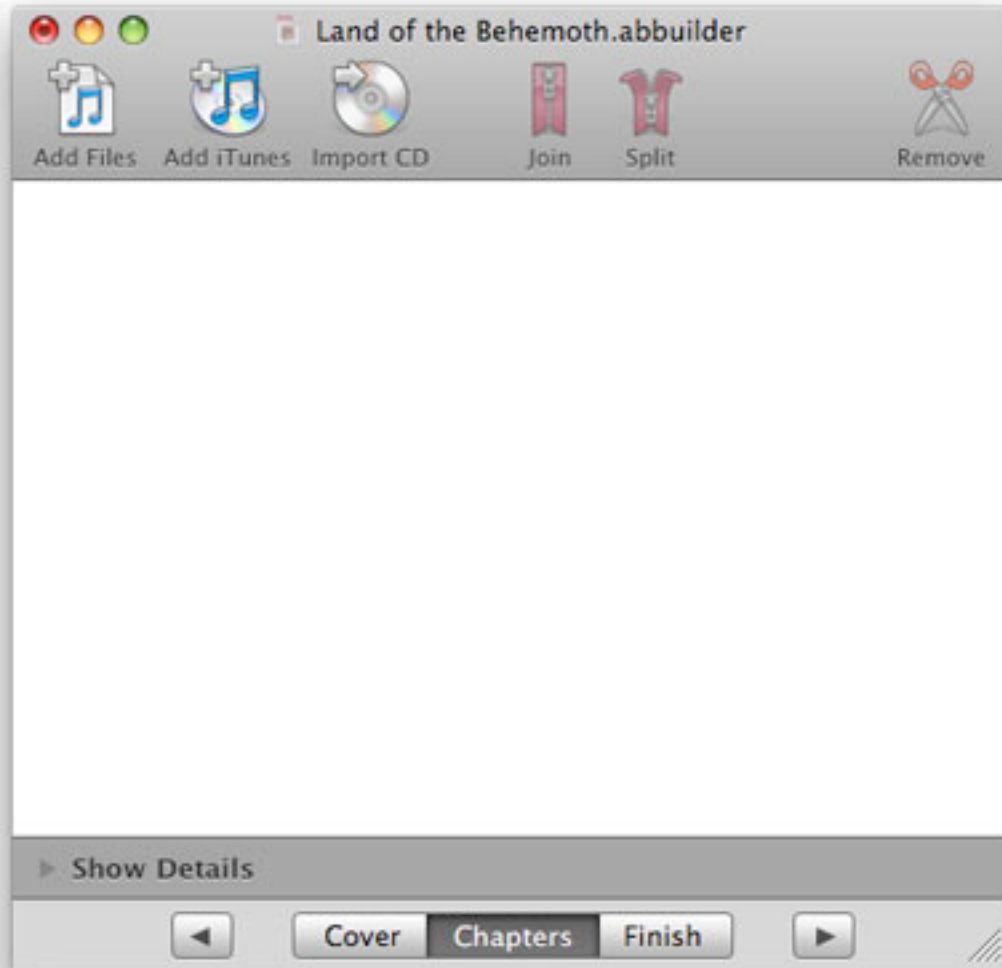
Tips

- You can use the Add iTunes Selection... menu item in the Audiobook menu to add the current iTunes selection. **Keyboard shortcut:** Command + 8 (Apple key + 8).

Importing CDs

To import audio directly from CD

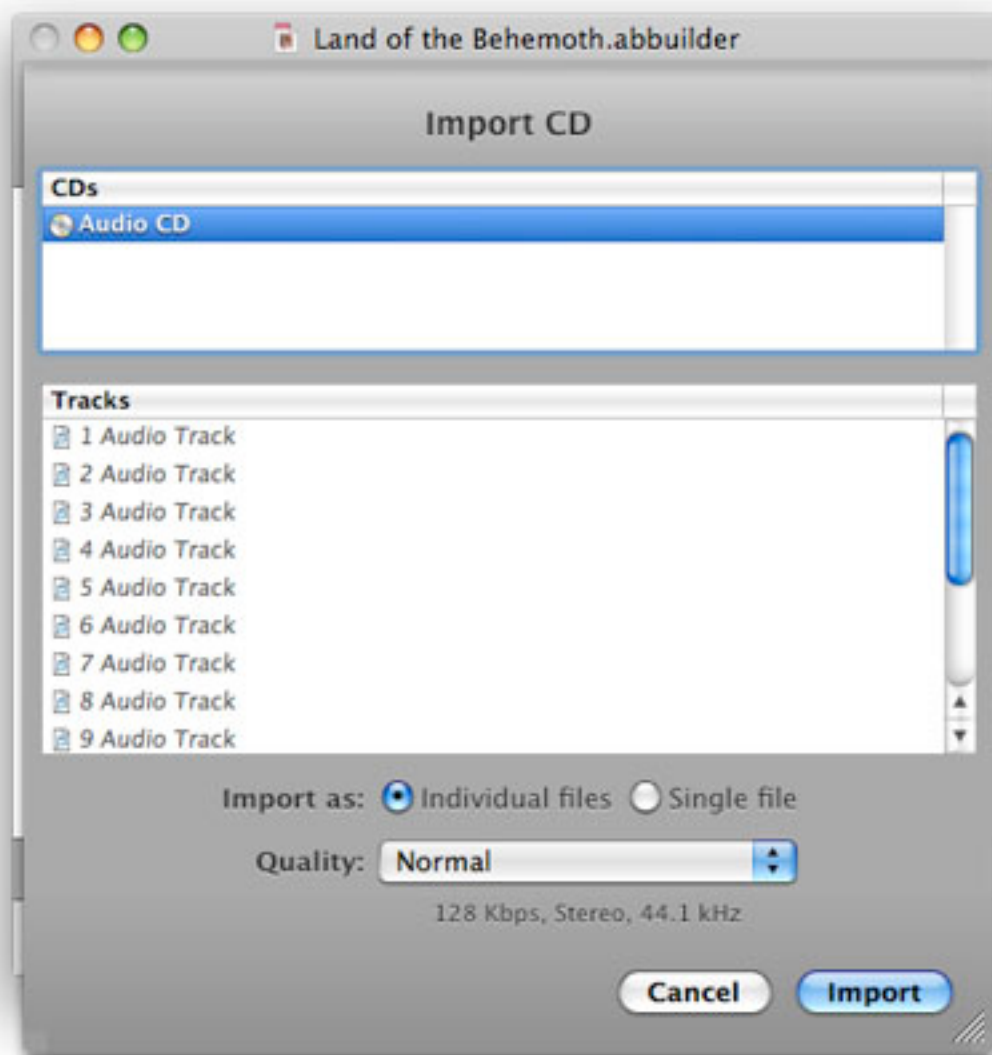
1. Click on the Chapters button at the bottom of the Project window. This will take you to the Chapters section.



The Chapters section

2. Insert an audio CD in your Mac's CD or DVD drive.

3. Click on the Import CD button at the top of the window. This will reveal the Import CD sheet, which is split into separate CDs and Tracks lists. The CD you inserted should appear in the CDs list and the CD's tracks should appear in the Tracks list.



The Import CD sheet

- Note that CD and track names are automatically gathered by Mac OS X from an online database. Sometimes a communications error or an issue at the database server can prevent the appropriate names from appearing in both iTunes and Audiobook Builder. In that case, you can try telling iTunes to “Get CD Track Names” under its Advanced menu. If successful you should see the proper names appear in both iTunes and Audiobook Builder simultaneously.

- Importing as individual files gives you the opportunity to organize the CD's contents into Chapters but due to the way AAC audio is compressed each file may begin with a very short period of silence. This only matters when listening to audio that was originally intended to flow seamlessly from one CD track to the next, when you will hear the silence as a small click. Importing as a single file avoids this issue but prevents you from creating Chapters from the CD's contents.
4. Click on the Import button at the bottom right of the sheet. A progress bar will appear while Audiobook Builder imports each track from your audio CD. When the process is complete you will be returned to the Chapters section of the Project window.

Tips

- You can use the Import CD... menu item in the Audiobook menu to display the Import CD sheet. **Keyboard shortcut:** Command + 9 (Apple key + 9).

Removing Chapters and Files

To remove a Chapter or File

1. Click on the Chapters button at the bottom of the Project window. This will take you to the Chapters section.
2. Select the Chapter or File you would like to remove. You can select multiple items, if necessary.
3. Click on the Remove button at the top of the window.

Tips

- You can use the Remove menu item in the Audiobook menu to remove the current selection. **Keyboard shortcut:** the Delete key.
- Select a range of neighboring items by selecting the first item in the range, holding down the Shift key on your keyboard with one hand and selecting the last item in the range.
- Select items that do not neighbor by holding down the Command (Apple) key on your keyboard with one hand while selecting the desired items.

Joining Chapters and Files

To join Chapters and Files

1. Click on the Chapters button at the bottom of the Project window. This will take you to the Chapters section.
2. Select two or more Chapters and/or Files you would like to join.
3. Click on the Join button at the top of the window.

Tips

- You can use the Join menu item in the Audiobook menu to join the current selection.
Keyboard shortcut: Command +] (Apple key + right bracket).
- Select a range of neighboring items by selecting the first item in the range, holding down the Shift key on your keyboard with one hand and selecting the last item in the range.
- Select items that do not neighbor by holding down the Command (Apple) key on your keyboard with one hand while selecting the desired items.
- When the range of items you join begins with a Chapter that already has Chapter Art the result will include the same Chapter Art.

Splitting Chapters

To split Chapters

1. Click on the Chapters button at the bottom of the Project window. This will take you to the Chapters section.
2. Select one or more Chapters that each contain two or more Files.
3. Click on the Split button at the top of the window.

Tips

- You can use the Split menu item in the Audiobook menu to split the current selection.
Keyboard shortcut: Command + [(Apple key + left bracket).
- Select a range of neighboring items by selecting the first item in the range, holding down the Shift key on your keyboard with one hand and selecting the last item in the range.
- Select items that do not neighbor by holding down the Command (Apple) key on your keyboard with one hand while selecting the desired items.

Setting a Chapter's Name

To set a Chapter's Name

1. Click on the Chapters button at the bottom of the Project window. This will take you to the Chapters section.
2. Double-click the Chapter you wish to rename. This will allow you to edit the Chapter's Name.
3. When the Chapter is renamed appropriately click on any other item in the Chapters list to confirm your changes.

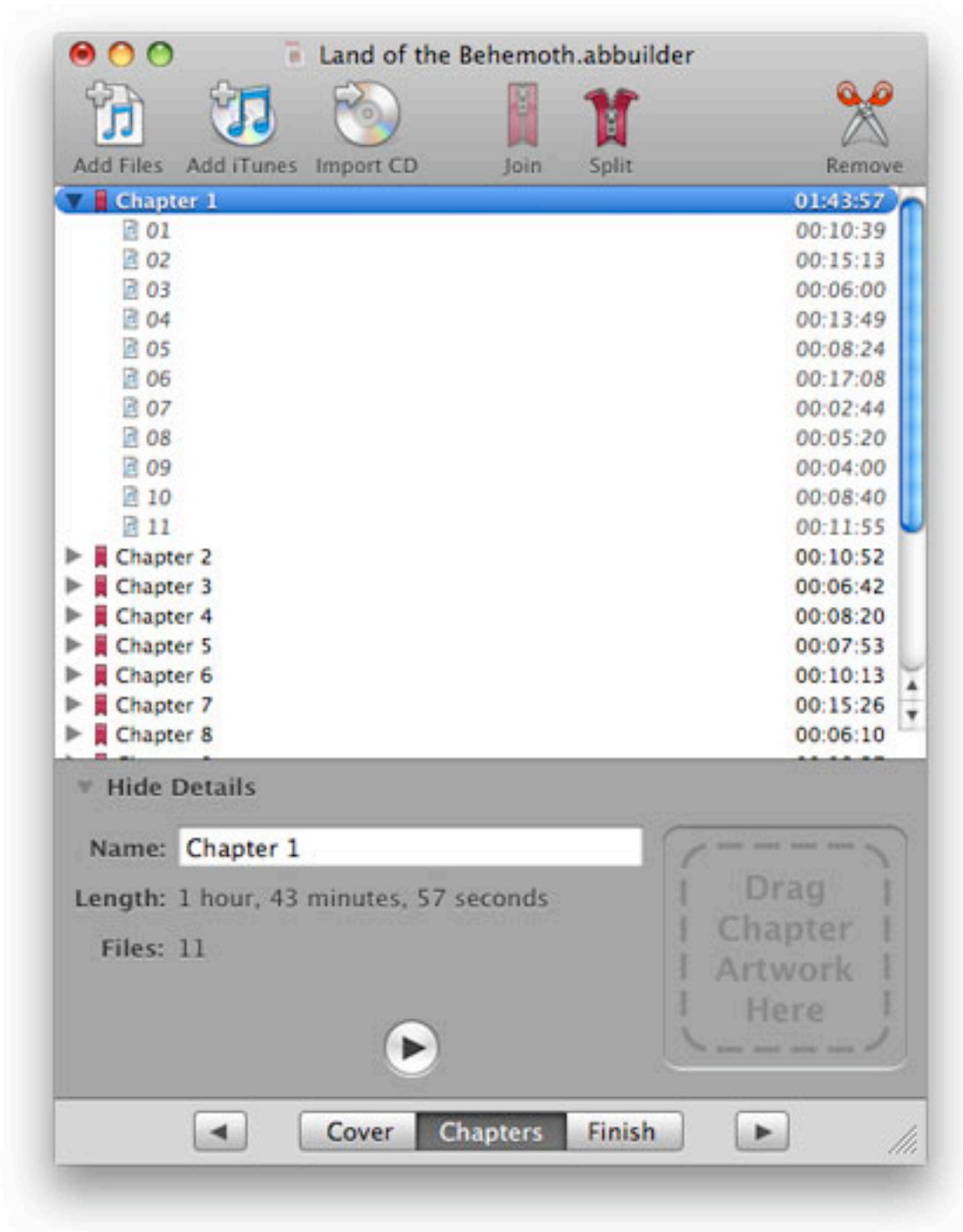
Tips

- Pressing the Tab or Return key after editing a Chapter's Name will confirm your changes and begin the process of editing the next Chapter's Name.
- Chapter Names may be edited in the Inspector, available by pressing the Show Details button at the bottom of the Chapters section.

Adding Chapter Art

To add Chapter Art

1. Click on the Chapters button at the bottom of the Project window. This will take you to the Chapters section.
2. Select the Chapter you would like to add Chapter Art to.
3. Reveal the Inspector by pressing the Show Details button at the bottom of the Chapters section.
4. Drag an image file, or draggable image from another application, such as Safari, into the Chapter Art area of the Inspector.



The Inspector's Chapter Art area

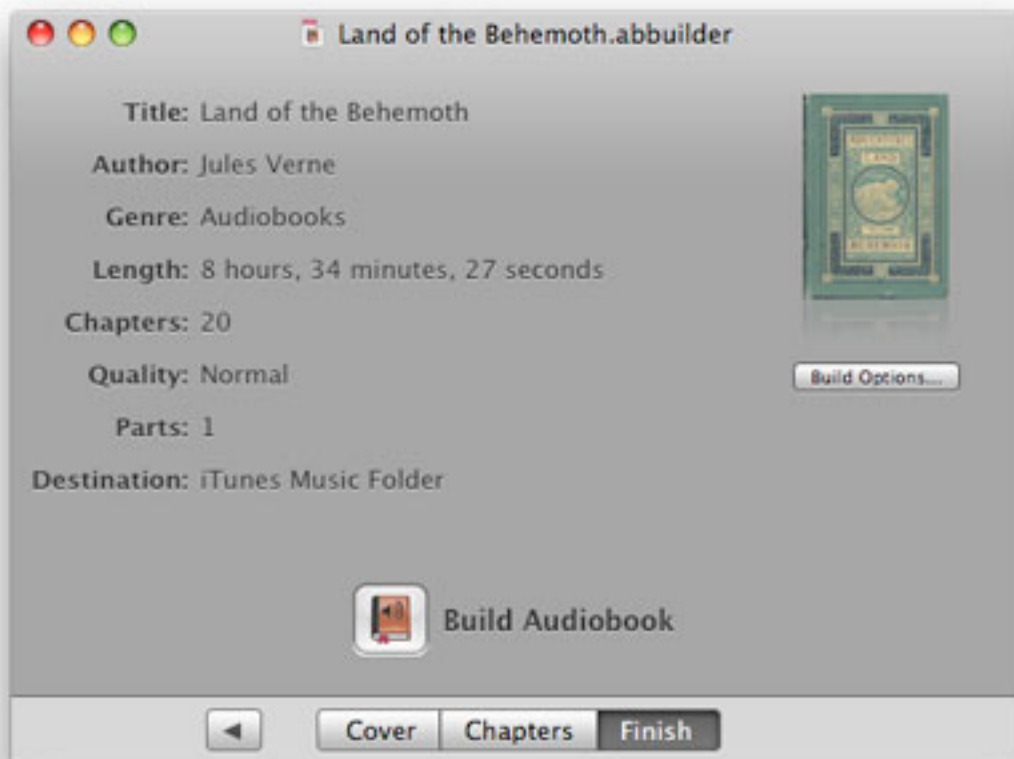
Tips

- To remove previously selected Chapter Art from your Chapters just click once on the Chapter Art image and select Delete from the Edit menu at the top of your screen.

Building

To build your Project

1. Click on the Finish button at the bottom of the Project window. This will take you to the Finish section.



The Finish section

2. Review the Project summary, which includes the Title, Author, Genre, Length, Cover Art, Quality, and output Destination. Click on the Build Options button, below the Cover Art area, to change your Project's audio quality, file format and Part style.
3. When you're comfortable with the contents of your Project, click on the Build button at the bottom of the window. A progress bar will appear, updating you on your Project's build status through completion.

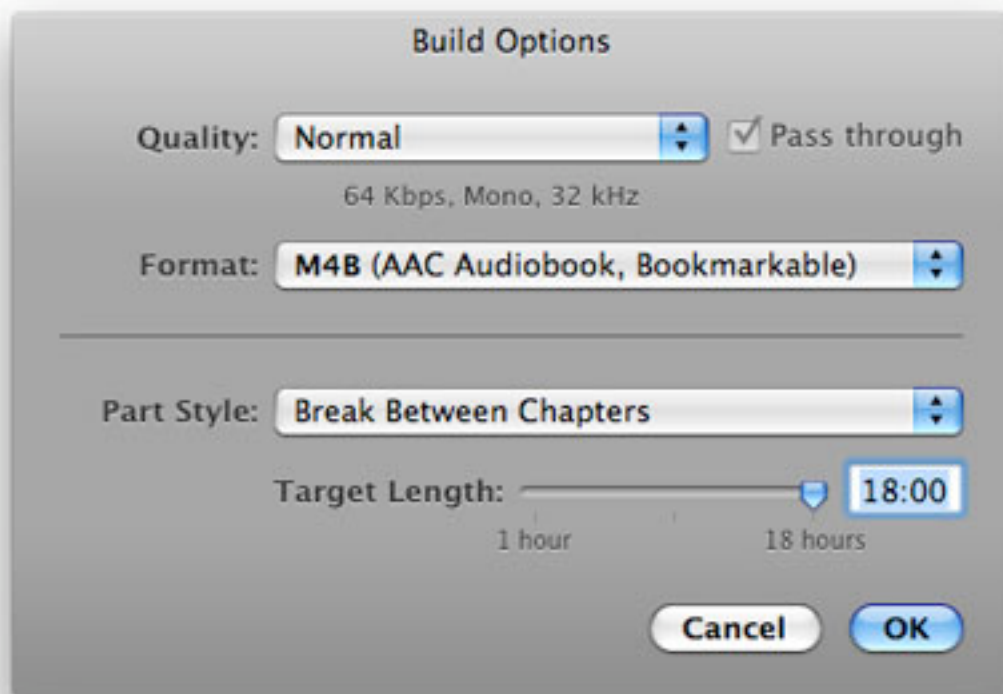
Tips

- You can use the Build menu item in the Audiobook menu to begin building your Project.
Keyboard shortcut: Command + Return (Apple key + Return).
- You can change the Destination in Audiobook Builder's Preferences, available in the Audiobook Builder menu at the top left of your screen.
- Building can take quite a while depending on how fast your Mac is, the length of the Project and whether the audio data was imported from CDs. If Pass through is not possible, slower Macs (say, 800MHz) may take around 4x less than the actual length of the Project, while faster Macs (2GHz or better) can do the job quite a bit faster.

Build Options

To customize your Project's Build Options

1. Click on the Finish button at the bottom of the Project window. This will take you to the Finish section.
2. Click on the Build Options button below the Cover Art area at the upper right corner of the window. The Build Options window will appear:



The Build Options window

3. You can customize the following Build Options:
 - **Quality:** Audiobook Builder includes three Quality presets. You can also select the Customize... option to set the audio quality just the way you want. If Pass through is possible the Pass through option will be available. With Pass through selected Audiobook Builder will ignore the selected Quality in favor of simply joining your Project's audio data without re-encoding.

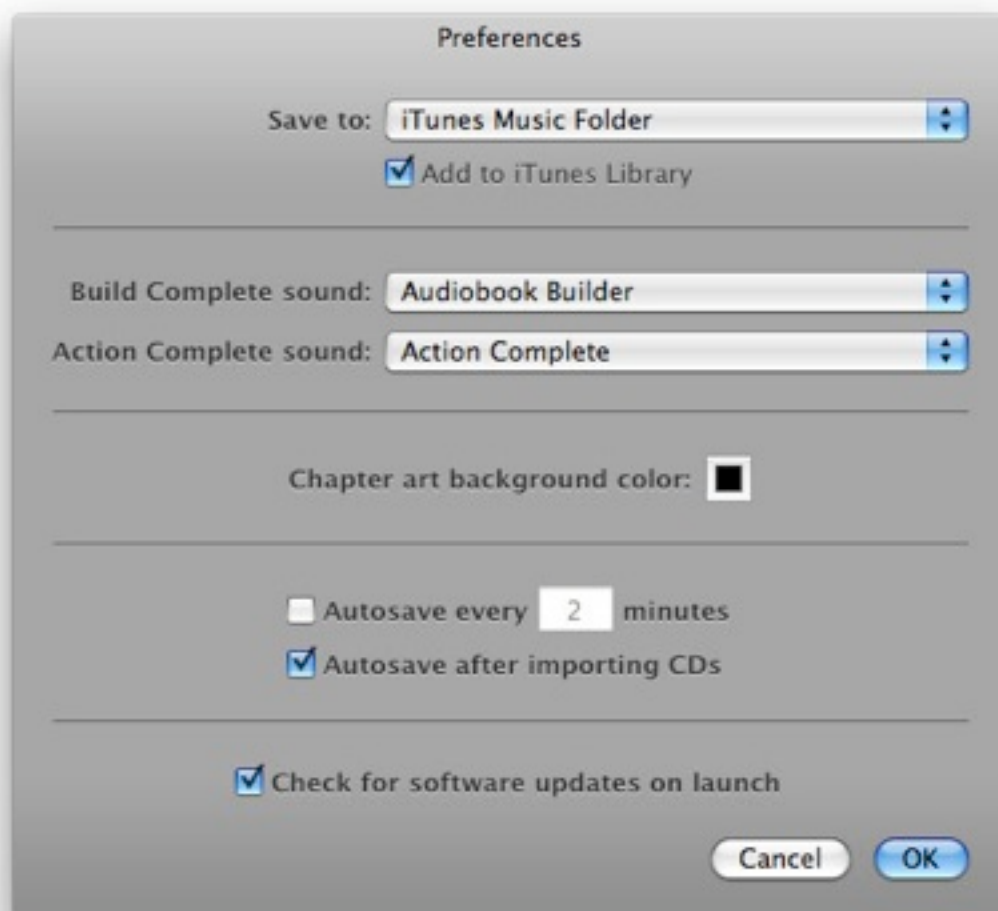
- **Format:** M4B, the default setting, will create files that iTunes and the iPod recognize as Audiobooks. M4A will create files that iTunes and the iPod recognize as music tracks.
- **Part Style:** Choose whether Audiobook Builder breaks your Project into Parts between Chapters or Files, by arbitrarily splitting into equal lengths or by creating one Part per Chapter.

Preferences

Output Location

To set the output location for your Projects

1. Select the Preferences menu item from the Audiobook Builder menu at the top left of your screen. The Preferences window will appear.



The Preferences window

2. Choose an option from the Save to popup menu. The possible choices are as follows:

- **iTunes Music Folder:** Project output will be moved to the Audiobook Builder folder in the iTunes Music folder.
 - **Ask Before Processing:** Audiobook Builder will ask you to specify an output location just before building.
 - **Specify Path...:** Allows you to specify an output location for all future Projects.
3. Review your changes to the Preferences window and click on the OK button at the bottom right when you are ready to confirm your settings.

To set the Add to iTunes Library option

1. Select the Preferences menu item from the Audiobook Builder menu at the top left of your screen. The Preferences window will appear.
2. Enable or disable the Add to iTunes Library option, just below the Save to popup menu.
3. Review your changes to the Preferences window and click on the OK button at the bottom right when you are ready to confirm your settings.

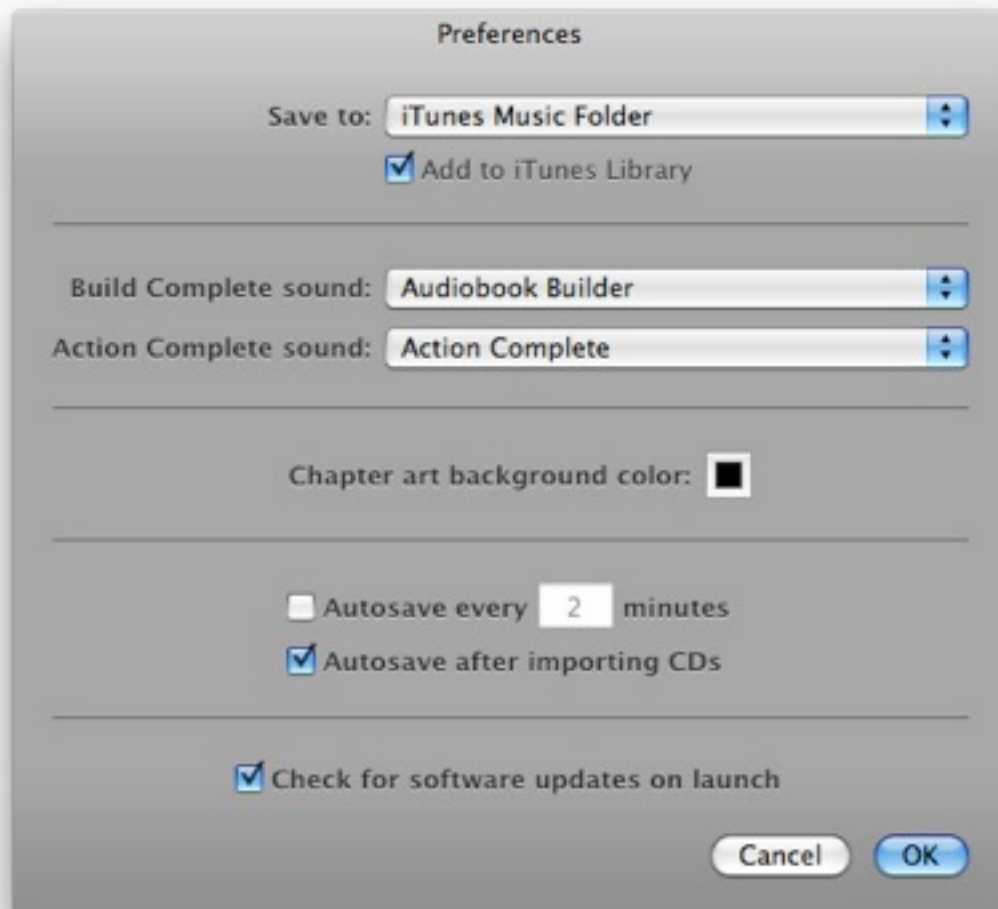
Tips

- When you enable the Add to iTunes Library option your output may be automatically organized by iTunes into a different author and album folder than the output location specified in Audiobook Builder's preferences, depending on your iTunes preferences.

Interface Sounds

To customize Audiobook Builder's interface sounds

1. Select the Preferences menu item from the Audiobook Builder menu at the top left of your screen. The Preferences window will appear.



The Preferences window

2. The following interface sounds settings are just below the Save to and Add to iTunes Library settings.
 - **Build Complete:** Heard immediately after an Audiobook Builder Project is built.

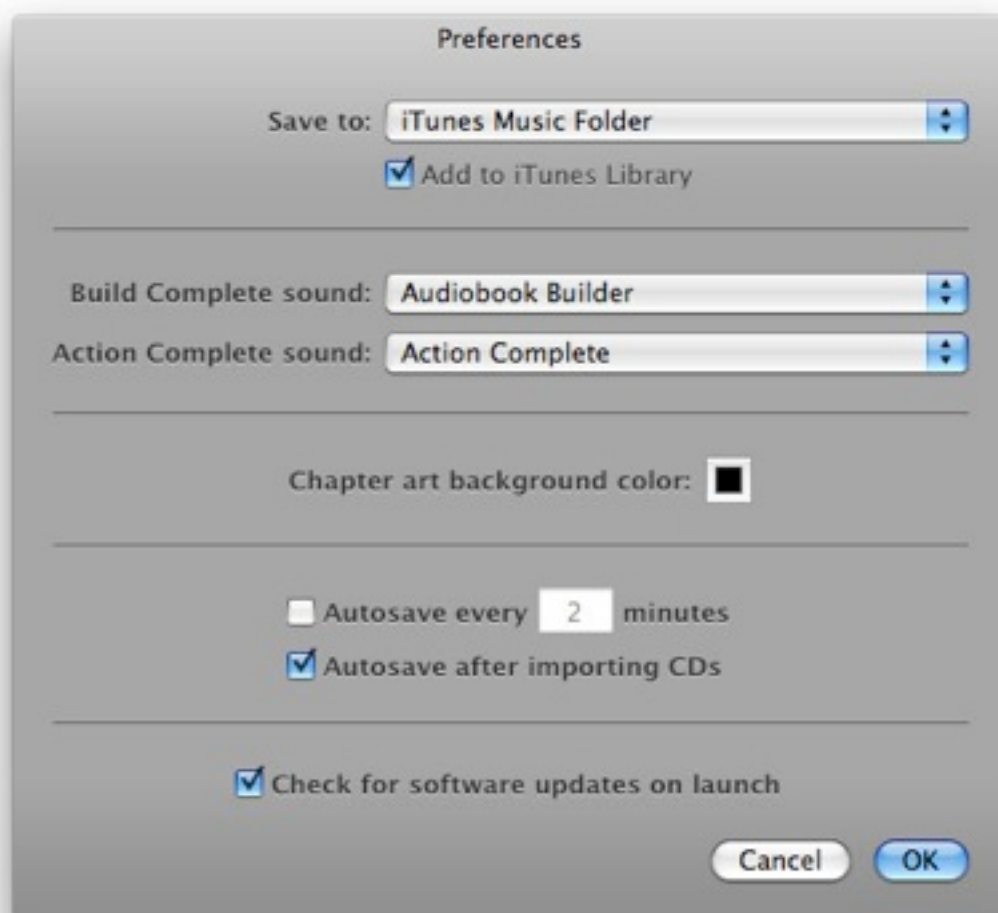
- **Action Complete:** This sound follows several events in Audiobook Builder, such as adding the current iTunes selection or importing from CD.
3. Choose your preferred sounds from the appropriate popup menus. Each menu consists of the default sound, all of the sounds in your Home/Library/Sounds/, /Library/Sounds/ and /System/Library/Sounds/ folders, and No Sound.
 4. Review your changes to the Preferences window and click on the OK button at the bottom right when you are ready to confirm your settings.

Chapter Art Background Color

The Chapter art background color is used to fill in any empty areas behind your Project's Chapter Art.

To set the Chapter art background color

1. Select the Preferences menu item from the Audiobook Builder menu at the top left of your screen. The Preferences window will appear.



The Preferences window

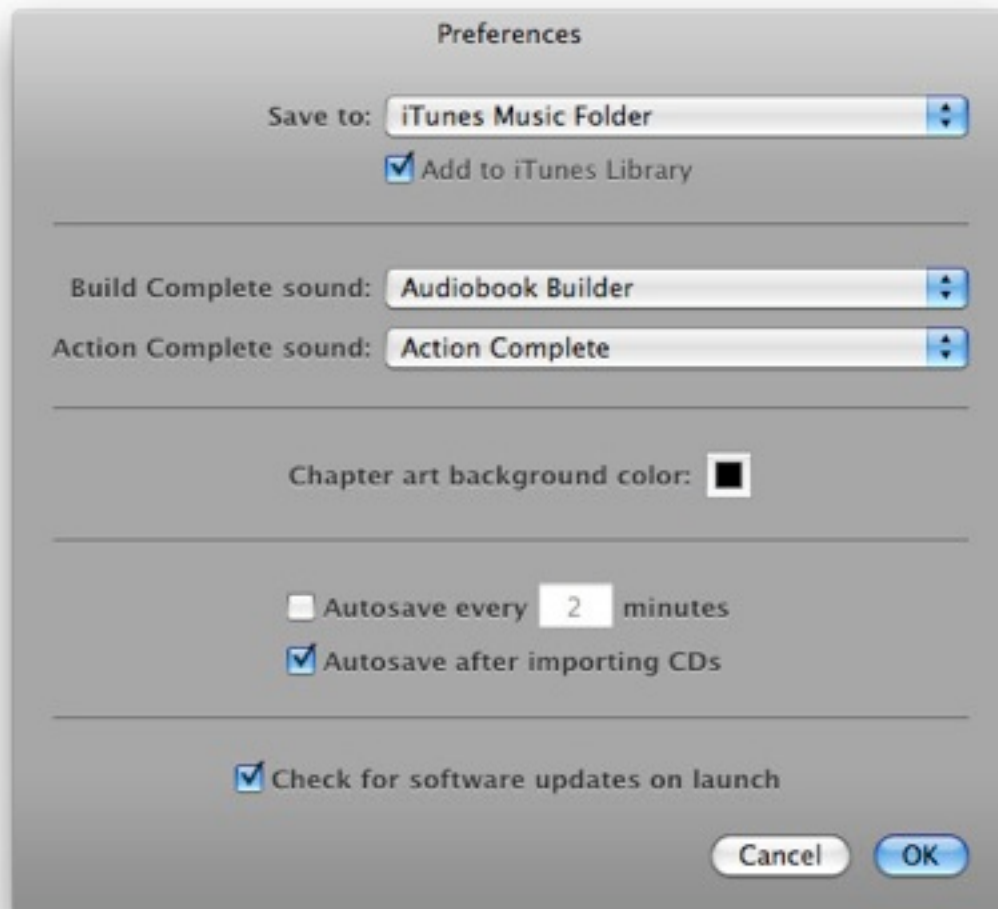
2. Click on the color well to the right of the Chapter art background color label.

3. Choose a color in the color picker.
4. Review your changes to the Preferences window and click on the OK button at the bottom right when you are ready to confirm your settings.

Autosave

To enable periodic Autosave

1. Select the Preferences menu item from the Audiobook Builder menu at the top left of your screen. The Preferences window will appear.

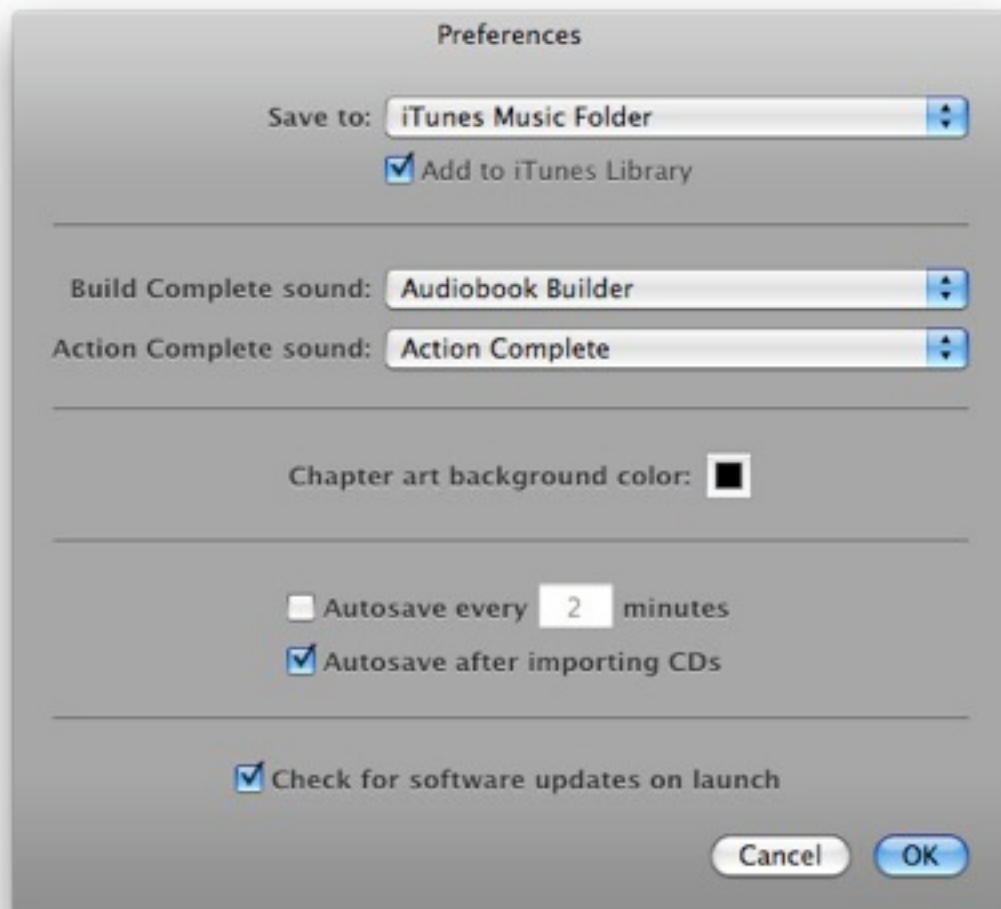


The Preferences window

2. Look for a setting, labeled “Autosave every X minutes,” toward the bottom of the window.
3. Place a check next to the setting to enable Autosave.
4. Review your changes to the Preferences window and click on the OK button at the bottom right when you are ready to confirm your settings.

To enable Autosave after importing CDs

1. Select the Preferences menu item from the Audiobook Builder menu at the top left of your screen. The Preferences window will appear:



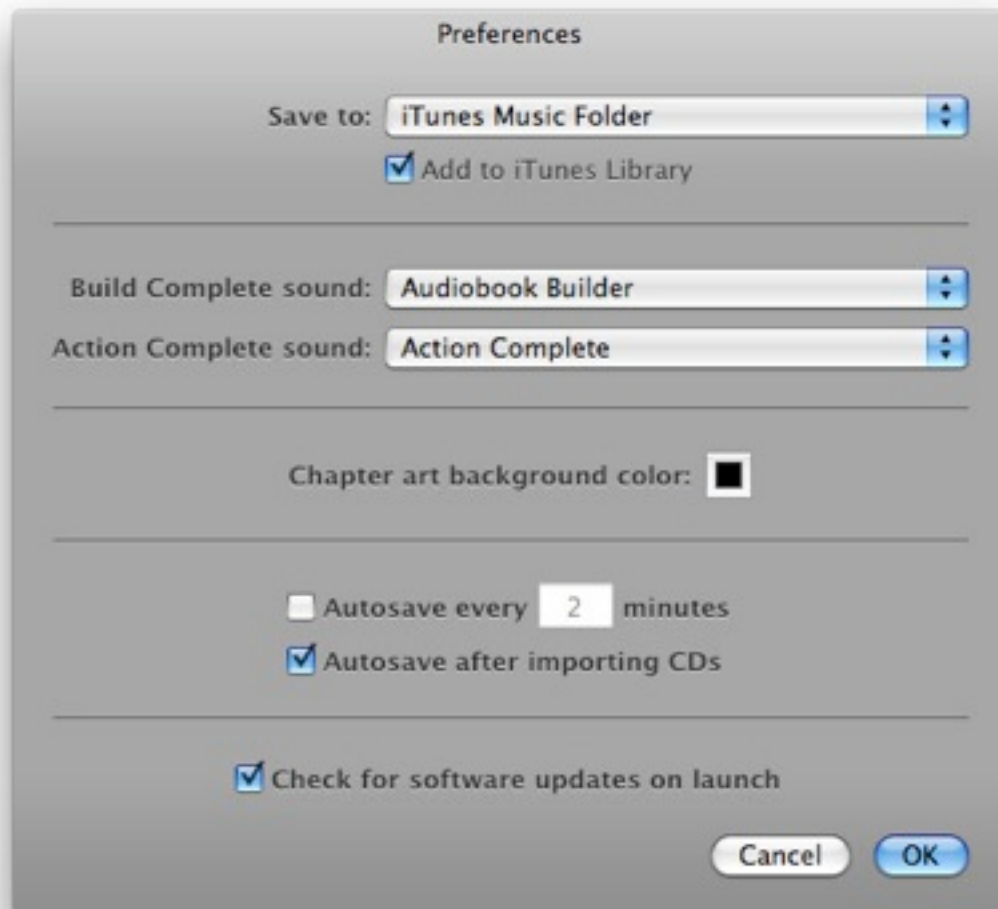
The Preferences window

2. Look for a setting, labeled “Autosave after importing CDs,” toward the bottom of the window.
3. Place a check next to the setting to enable Autosave after importing CDs.
4. Review your changes to the Preferences window and click on the OK button at the bottom right when you are ready to confirm your settings.

Check for Software Updates on Launch

To set the Check for software updates on launch option

1. Select the Preferences menu item from the Audiobook Builder menu at the top left of your screen. The Preferences window will appear.



The Preferences window

2. Enable or disable the Check for software updates on launch option at the bottom of the window.
3. Review your changes to the Preferences window and click on the OK button at the bottom right when you are ready to confirm your settings.

Audiobook Builder Help

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