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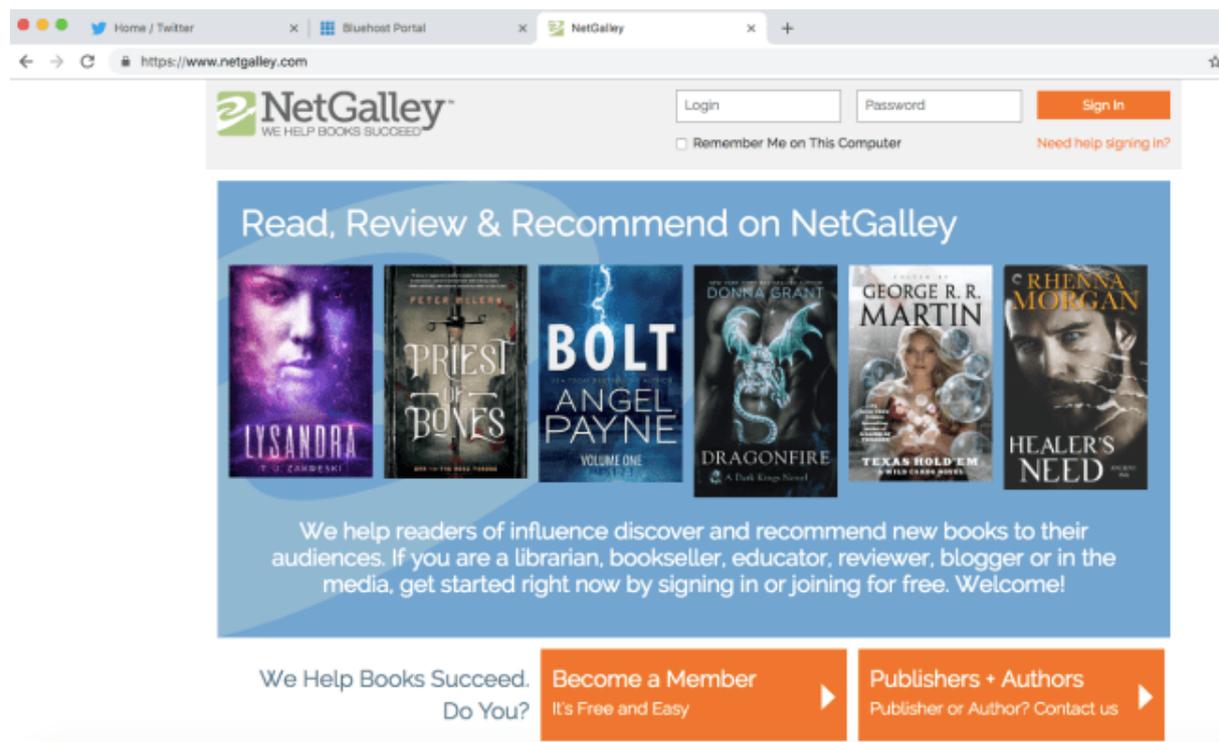
## A BEGINNERS GUIDE TO NETGALLEY

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NetGalley is a website that helps connect publishers and book reviewers/early influencers, to help books succeed. Basically it is a website where you can request to receive ebooks of titles not yet published in order to review them. You can use a Kindle to read all NetGalley books, but you can also use a computer or other device that supports PDFs.

See below how to register and start using NetGalley:

### REGISTERING



This is what NetGalley's home page looks like, and you can find it at: <https://www.netgalley.co.uk/>. Click the button in the centre at the bottom of the page - **'Become a Member'**.

This will take you to the registration page. A very basic and easy to fill in form.

## Register for NetGalley

Choose a Login \*

Password \*

Confirm Password \*

Password must be between 8 - 16 characters and contain a number.

First Name \*

Last Name \*

### Display preferences for reviews

When you submit reviews for books, they may be visible to other NetGalley members. Please choose if you would like your reviews displayed with your first name, last initial, and member type; or with an auto-generated alias and member type instead.

Use my first name, last initial and member type

You will be shown as: First Name | Reviewer

### Why Register for NetGalley?

We're looking for readers of influence who help to build buzz about new books. As a member, you will be able to request or be invited to read new books, primarily before they are published. In the book trade, these are called "galleys" (hence our name!).

You will be able to read galleys digitally, on all major reading devices and platforms, and provide reviews, recommendations and nominations for industry lists, right from your account.

We're delighted to be in the business of helping "professional readers" evaluate new titles.

Anyone who reads and recommends books can use NetGalley for free. Welcome!

You want to make sure the **'Register as a Member/Reader'** tab is selected, as it is in the above picture. Fill in the form, using whatever name you like for your login. You need to remember it though! And it's important that you complete your name correctly, because the publishers will be checking your name against a list I provided.

As you scroll down, there are a couple of other bits to fill in. They are all self-explanatory, apart from COMPANY. Type EXPERT WITNESS so that you can be instantly recognised as a member of the group.

You will be asked to choose your role from a drop down list. Choose REVIEWER.

Once you've filled in the form, click register. Once you are registered you can start requesting titles.

## HOMEPAGE

Once you register and are logged in, you should have a page that looks a little like this:

The screenshot shows the NetGalley user dashboard for Morgan Smith. At the top left is the NetGalley logo with the tagline "WE HELP BOOKS SUCCEED". To the right of the logo are the user's name "Morgan Smith", "Sign Out", and "Help" links. Below the logo is a navigation bar with four tabs: "Dashboard" (highlighted in green), "Your Shelf", "Find Titles", and "Browse Publishers".

Below the navigation bar is a search bar with the placeholder text "Search by title, author or ISBN" and a dropdown menu set to "My Titles". Below the search bar is a blue header bar with the user's name "Morgan Smith" and a profile picture icon labeled "Reviewer".

The main content area is divided into two columns. The left column is titled "Your Categories" and lists: "General Fiction (Adult)", "Historical Fiction", "Mystery & Thrillers", "New Adult", and "Romance". Below the list are links for "See All Your Categories" and "Add or Change Your Categories". Below the categories is a section titled "Your Badges" which includes a "NetGalley Member Professional Reviewer" badge and a "25 Years" badge. Below the badges is a "TOP REVIEWER" badge with a "Show your pride! Share your badge" link.

The right column is titled "Titles in Your Categories" and displays four book covers: "Upon a Burning Throne" by Ashok K. Banker, "Serious Moonlight" by Jenn Bennett, "Normal People" by Sally Rooney, and "A Brightness Long Ago" by Guy Gavriel Kay. Below the covers are four circular indicators, with the first one being filled.

At the bottom of the dashboard are two buttons: "What Did You Think?" and "Improve Your Chances of...".

This is your 'Dashboard'. Every time you log in you should be taken to this page. From here you can access every part of NetGalley.

You can see in Green the different buttons that will take you to different pages. They are: Dashboard, Your Shelf, Find Titles and Browse Publishers.

Click on the **Find Titles** tab and type The Murder Game into the search bar. It will come up with a page like the one below:

The screenshot shows the NetGalley book page for "OtherEarth" by Jason Segel & Kirsten Miller. At the top left is the NetGalley logo with the tagline "WE HELP BOOKS SUCCEED". To the right of the logo are the user's name "Morgan Smith", "Sign Out", and "Help" links. Below the logo is a navigation bar with four tabs: "Dashboard", "Your Shelf", "Find Titles" (highlighted in green), and "Browse Publishers".

Below the navigation bar is a blue header bar with the book title "OtherEarth" and the authors "Jason Segel & Kirsten Miller". Below the header bar is a section titled "Last Reality" with the publisher "Oneworld Publications" and the category "Rock the Boat". Below the category is the text "Sci Fi & Fantasy , Teens & YA" and the publication date "Pub Date 30 Oct 2018".

Below the header bar is a green "Request" button. Below the "Request" button are social media icons for "Like the Cover?", "65" likes, and "2" reviews.

To request *The Murder Game*, select the 'REQUEST' button in green, shown above.

Once you have been approved by Headline you should see the page below, when viewing the title page:

The screenshot shows the NetGalley website interface. At the top left is the NetGalley logo with the tagline "WE HELP BOOKS SUCCEED". On the top right, there is a user profile for "Morgan Smith" with links for "Sign Out" and "Help". Below the logo is a navigation bar with four tabs: "Dashboard", "Your Shelf", "Find Titles" (which is highlighted in green), and "Browse Publishers". The main content area features a book cover for "A Curse So Dark and Lonely" by Brigid Kemmerer. To the right of the cover, the title and author are displayed, along with the publisher "Bloomsbury Publishing Plc (UK & ANZ)", a heart icon indicating "You Like Them", and the genre "Sci Fi & Fantasy . Teens & YA". Below this, the publication and archive dates are listed as "29 Jan 2019". At the bottom of the book card, there are several interactive options: "Like the Cover?" with a thumbs-up icon and the number 387, a thumbs-down icon with the number 4, a "Send To Kindle" button with the Kindle logo, a "Download Protected PDF" button with a lock icon, and a "Need Help?" button with a smartphone icon and a link to "Check out our Device Guide". A purple "Give Feedback" button is located in the top right corner of the book card area.

You can then either send to Kindle or Download protected PDF.