**Publishing Open Interactive Textbooks (OIT)**

Step-by-step guide for lecturers during project phase (May – Dec 2023)

JULY 2023

1. Decide if you want to publish your content as an open interactive textbook (OIT) in the Jupyter Books format:
> Look at some of the possibilities in the Demo book by scanning the QR code on the right.
> *Publishing an open book gives you wide exposure and easy adaptability!*> *TU Delft guarantees availability and there is support available in setting up your book!*

QR Code to Timon Idema's Demo book

1. Get in touch with the support team via interactive-textbooks@tudelft.nl. Discuss the options for your book and decide if an OIT is for you!
2. Familiarise yourself with the quality checklist regarding use of CC license, plagiarism and publication policy. Make sure you agree with the conditions stated there.
3. Set up a timeline, including:
	1. Does your material need to be converted (from Word or LaTeX) to MarkDown?
	2. Are there additional (interactive) figures to be developed?
	3. Create TUD Gitlab, collect your files and software and move content
	4. Develop and provide metadata content, e.g. summary, bio, keywords and ‘cover’ image
	5. Decide if you would like text editing support
	6. Check images and text for possible copyright or plagiarism issues.
4. Discuss your timeline and support needs and set deadlines.
5. Finalise the content of your book based on step 4 and 5, with help from the support team.
6. Send a pdf version of your book to interactive-textbooks@tudelft.nl for a copyright and plagiarism check and go back to step 6 if needed.
7. If you would like editing support, send a pdf version to the support team, who will contact the editor to do a spelling and grammar check. Implement input from editor if needed.
8. You’re ready to publish your book!

Send all information, including catalogue information and a signed publishing agreement to the support team to publish your book on the [OIT website](https://textbooks.open.tudelft.nl/textbooks/catalog/category/interactive).



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