

# Creating and Customizing your Tower

How to create shelves, customize wallpapers, favorite readables, and rearrange items.

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# How to add a Bookshelf

<https://www.youtube.com/embed/gmC-YwxBiHU?feature=youtu>

1. Navigate to your dashboard.
2. Scroll to the bottom of your tower.
3. Select the 'Add Bookshelf' button.
4. Enter your desired name and visibility status (Public, Friends Only, or Private) of your shelf. Select a Room background, Bookshelf top, and Bookshelf backing.
  - Additionally you can select how you would like the readables for this shelf to be sorted. They can be sorted manually (Custom drag and drop) or automatically (Date Added, Alphabetical, etc)
5. Select 'Create Shelf!'
6. Your shelf is now visible at the bottom of your Tower!
7. If you would like to immediately add another shelf, you can select "Add it & Add Another" to add the current shelf and be brought back to the submission screen.

## **Alternatively you can do this from the Tower view.**

1. Select the 'Tower' option on the Navigation bar.
2. Scroll to the bottom of your tower.
3. Select the 'Add Bookshelf' button.
4. Enter your desired name and visibility status (Public, Friends Only, or Private) of your shelf. Select a Room background, Bookshelf top, and Bookshelf backing.
  - Additionally you can select how you would like the readables for this shelf to be sorted. They can be sorted manually (Custom drag and drop) or automatically (Date Added, Alphabetical, etc)
5. Select 'Create Shelf!'
6. Your shelf is now visible at the bottom of your Tower!
  - If you would like to immediately add another shelf, you can select "Add it & Add Another" to add the current shelf and be brought back to the submission screen.

# How to favorite Readables

[https://www.youtube.com/embed/KCs-6\\_f5aqq](https://www.youtube.com/embed/KCs-6_f5aqq)

You can favorite Readables as you add them as well as favorite Readables already in your library.

## **To favorite Readables while adding them to your library**

1. Navigate to your dashboard
2. Select the 'Add Digital Readable' button on the 'Fanfictions Read', 'Webcomics Read', or 'Add Webnovel' widget.
  - This can also be done from the 'My Readables' menu.
3. Enter the URL or ISBN of the desired Readable.
4. Under the Additional Settings menu, select the Favorite checkbox.
5. When the Readable is added to your library it will be loaded into your library with the Favorite option already selected.

## **To favorite a Readable already in your library**

1. Navigate to your dashboard
2. Select the My menu and select 'Readables' the option on the dropdown.
3. Search for the Readable you wish to favorite.
4. Open the Readable's details page.
5. Check the 'Favorite' checkbox under the Manage Readable tab and update your Readable.
6. Your favorited Readables will now show with a gold star in the Readables menu as well as on your shelves.

## **Alternatively, you can favorite Readables directly on the shelves.**

1. Navigate to the shelf with the desired Readable you wish to favorite.
2. Select the 'More Details' button
3. Check the 'Favorite' checkbox and update your Readable.

# How to rearrange shelves in your Tower

<https://www.youtube.com/embed/AI3L60P1iR4?si=qJfJUmoZIdmsynKp>

1. Navigate to your dashboard.
2. Select the 'Tower' option on the Navigation bar.
3. Click and hold the room you wish to change the position of.
4. Drag the room to the desired spot in the Tower.

## **Alternatively, you can do this from the dashboard view of your tower**

1. Navigate to your dashboard.
2. Scroll to your Tower on the dashboard.
3. Click and hold the room you wish to change the position of.
4. Drag the room to the desired spot in the Tower.

# How to rearrange Readables on a shelf

<https://www.youtube.com/embed/RQVKe1144JU>

1. Navigate to the shelf you wish to reorder.
2. Click and hold the Readable you wish to change the position of.
3. Drag the Readable to the desired spot in your shelf

**Alternatively, you can have your shelf automatically sort Readables by Date added to Library, Date added to Shelf, Title, and Author. You can select your sorting style under the Shelf settings.**

# How to edit existing shelves

<https://www.youtube.com/embed/k-wDY02uwsI>

1. Navigate to the shelf you wish to edit.
2. Select the 'Info' button on the right side of the screen.
3. Select the 'Configure Bookshelf' button.
4. Make the desired edits to your Shelf.
5. Select 'Update Shelf!'

# How to add Trinkets

<https://www.youtube.com/embed/3eWSkwQN7Qs?feature=youtu>

1. Navigate to the shelf you wish to add Trinkets to.
2. Select the 'Info' button on the right side of the screen.
3. Select the 'Manage Trinkets' button.
4. Select 'Add'.
5. Select the desired Trinket and what position you'd like the Trinket to display in.
6. Select 'Add Trinket!'.

# How to get more Backgrounds, Stickers, and Trinkets.

You can unlock more Backgrounds, Stickers, and Trinkets by using coins on our Cosmetic Shop.

1. Select the Account option in the header
2. Select the Cosmetics Shop button in the dropdown.
3. Select the Background, Sticker pack, or Trinket you'd like to purchase.

To learn more about acquiring coins, check out our article about Coins [here](#).

# How to add Tags

<https://www.youtube.com/embed/xGB08mjHYL0>

1. Select the 'My' menu in the header and then 'Tags' from the dropdown.
2. Select the 'Create' button.
3. Enter a Name for the tag and select a Sticker to associate with the tag.
4. Choose whether or not the tag will show up in the Legend on your shelves.
5. Select 'Add Tag!'

The tag limit for non-premium accounts is 100 tags. The tag limit for premium accounts is 500.

# How to add Tags to Readables

Tags can be added to Readables as they are added, or to existing Readables in your library.

## **To add Tags to Readables as they are being added**

1. Navigate to your dashboard
2. Select the 'Add Digital Readable' button on the 'Fanfictions Read', 'Webcomics Read', or 'Add Webnovel' widget.
  - This can also be done from the 'My Readables' menu.
3. Enter the URL or ISBN of the desired Readable.
4. Under the Tags menu select any Tags you would like added to the Readable.
5. Add the Readable and the Tags will be added to the Readable when it appears in your Library

## **To add Tags to Readables already in your library**

1. Navigate to your dashboard
2. Select the My menu and select 'Readables' the option on the dropdown.
3. Search for the Readable you wish to add Tags to.
4. Open the Readable's details page.
5. Add the desired Tags under the Tags option under the Manage tab.
6. Select 'Update Readable!'

## **Alternatively, you can add Tags to Readables directly on the shelves.**

1. Navigate to the shelf with the desired Readable you wish to add Tags to.
2. Select the 'More Details' button
3. Add the desired Tags under the Manage tab and update your Readable.

# How to add Color Swatches

<https://www.youtube.com/embed/csRKNTTpYHM?feature=youtu>

1. Select the 'My' menu in the header.
2. Select 'Color Swatches' from the dropdown.
3. Select the 'Create' button.
4. Enter a Name for the Swatch and select the color via the Color selector or by entering the Hex. .
5. Choose whether or not the Swatch and name will show up in the Legend on your shelves.
6. Select 'Add Swatch!'

# How to add Color Swatches to Readables

Tags can be added to Readables as they are added, or to existing Readables in your library.

## **To add Color Swatches to Readables as they are being added**

1. Navigate to your dashboard
2. Select the 'Add Digital Readable' button on the 'Fanfictions Read', 'Webcomics Read', or 'Add Webnovel' widget.
  - This can also be done from the 'My Readables' menu.
3. Enter the URL or ISBN of the desired Readable.
4. Under the Additional Settings menu, select the Cover Color box
5. Select a color by using the Color Picker or from the saved Swatches
6. Add the Readable and the Color will be added to the Readable when it appears in your Library

## **To add Color Swatches to Readables already in your library**

1. Navigate to your dashboard
2. Select the My menu and select 'Readables' the option on the dropdown.
3. Search for the Readable you wish to add Tags to.
4. Open the Readable's details page.
5. Under the Additional Settings menu, select the Cover Color box
6. Select a color by using the Color Picker or from the saved Swatches
7. Add the Readable and the Color will be added to the Readable when it appears in your Library

## **Alternatively, you can add Color Swatches to Readables directly on the shelves.**

1. Navigate to the shelf with the desired Readable you wish to add a Color Swatch to.
2. Select the 'Customize' button
3. Add the desired Color Swatch under the Cover Color option and update your Readable.