



Kobo™ Writing Life
Frequently Asked Questions

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FAQ

AUTHORS FAQ

1. HOW DO I DISTRIBUTE MY CONTENT THROUGH KOBO?

It's simple. Once you sign up for Kobo Writing Life you can download and review our Vendor Guide (available in pdf or ePub format) which offers details about the various steps in your publishing journey. But, in a nutshell, here's the process:

- *Accept the Terms of Agreement. (You only need to do this once)*
- *Enter eBook information (Title, Author Name, Description, Category, etc.), upload your cover and either your ePub file or your manuscript for free conversion to ePub format*
- *Verify the ePub meets your satisfaction*
- *Set the territory and pricing information*
- *Publish your eBook*

2. WHAT IS THE COST TO DISTRIBUTE MY EBOOKS THROUGH KOBO?

Nothing! Kobo does not charge a fee for distributing your eBooks. Kobo will also convert your manuscript to the ePub standard format entirely for free and with no strings attached.

3. HOW DO I GET PAID?

Kobo offers a standard Independent Publisher Program contract through Kobo Writing Life. You can receive royalty payments from Kobo via EFT (Electronic

Fund Transfer) directly in to your bank account. Authors are paid 45 days after the end of each monthly period provided you have met a minimum threshold of \$100.

- *if your content has not generated the minimum threshold listed above, we will provide you with payment every 6 months*
- *sales from your books in all countries are amalgamated to reach the threshold listed above*

4. WHAT IS AN EPUB?

Kobo proudly supports the ePub file format (with an .epub file extension), the industry standard electronic book format. ePubs are reflowable, meaning they can be distributed across a wide array of channels and devices without losing their structure. They provide readers with the opportunity to open a Kobo eBook on their smartphones, tablets, laptops, as well as our Kobo eReaders!

5. WHAT IS METADATA?

Metadata is defined as data about data. For an eBook, metadata is the collection of information about your eBook (like its title, eISBN, author, publisher, BISAC codes, language, territorial rights, etc.). Although it is not as exciting or as interesting as anything readers will find in your eBooks, metadata is critical for getting every eBook up for sale right side up, with all the information readers will need to find it in our store.

The great news is that Kobo Writing Life gives you an easy way not only to enter your metadata, territorial rights and pricing information, but also allows you to update those values quickly and easily.

6. HOW DO I PROTECT MY CONTENT?

Kobo takes a number of steps to prevent your content from being copied, saved, distributed and reproduced. We offer our vendors the option to enable Digital Rights Management (DRM) on all of their titles.

7. WHO OWNS THE RIGHTS TO MY BOOKS?

Kobo is not seeking an exclusive agreement to distribute your titles; however, in order to engage in an agreement with Kobo, we require that you own the digital rights to the content you wish to provide to us. If you only own the digital rights to your content in certain territories, you can make that available for sale using our flexible territorial right management tool within Kobo Writing Life's easy DIY portal.

8. WHAT IS AN EISBN AND HOW DO I GET ONE?

ISBN is an abbreviation for International Standard Book Number. Similar to how hardcover texts have a separate ISBN from their paperback counterparts, the eBook version of your content requires a unique identifier as well.

You will be able to publish through Kobo without an eISBN, but we strongly advise that you have one so you can take full advantage of Kobo's partnership with leading retailers around the world.

eISBNs are a requirement of a number of our international retail partners and the inclusion of an eISBN enables your book to be available from all of our eBook retail partners, so the inclusion of an eISBN will allow us to distribute your eBook through all possible channels.

Depending on where in the world you are located, there are different agencies that can supply you with an ISBN number for different costs.

Canada	Publishers based in Canada can get an ISBN number from <i>Library and Archives Canada</i> for free. How to Apply
United States	The <i>United States ISBN Agency</i> is the only official source authorized to assign ISBNs to publishers based in the United States. Prices for ISBNs range from \$100 USD to \$1000 USD, depending on the number of ISBN numbers you purchase. About the agency and downloadable user guides Pricing
UK and Ireland	The <i>Neilson UK ISBN Agency</i> is responsible for assigning ISBN numbers to publishers based in the UK or Republic of Ireland. Prices for ISBNs range from £118.68 to £576.48, depending on the number of ISBN numbers you purchase. FAQs for New Publishers Pricing
Europe	To find the agency that is responsible for issuing an ISBN in your country or region, visit the International ISBN Agency website. To find the institution responsible for issuing ISBNs in your country, follow the “National Agencies” link on the left hand-side of the page and then use the dropdown menu to select your country.
New Zealand	<i>The National Library of New Zealand</i> provides ISBN numbers to publishers based in New Zealand for free. General information
Australia	Publishers based in Australia can obtain ISBN number from the <i>ISBN Agency Australia</i> . Prices for ISBNs range from \$40 AUD to \$2,750 AUD, depending on the number of ISBN numbers you purchase, plus a \$55 AUD publisher registration fee. General information and pricing

More information about ISBNs can be found at the following website:

<http://www.isbn.org/standards/home/isbn/us/isbnqa.asp>

9. WHERE ELSE CAN KOBO DISTRIBUTE MY EBOOKS?

Kobo is continuing to expand our global presence by partnering with a number of local and international eBook retailers. Some of our current partnerships include:

Chapters/Indigo (Canada), Angus and Robertson (Australia), Whitcoulls (New Zealand), FNAC (France), WH Smith (United Kingdom), as well as our own international eBook store at <http://www.kobobooks.com/>.

10. IS THERE ANOTHER WAY TO DISTRIBUTE TO KOBO?

Kobo celebrates a “Read Freely” philosophy and had great relationships with publishers and data aggregation services around the world. We recognize that some authors would rather enter their content in a single system and have it pushed out to various retailers.

If that works better for you, then you should consider working with a digital aggregator. The following aggregators are just a few that are currently distributing content to Kobo and can deliver your content directly to us as well, allowing you to avoid any technical uncertainties:

- *Smashwords (US)*
- *Author Solutions (US)*
- *eBookit (US)*
- *Book Pod (Australia)*
- *Book Hub (US)*
- *Fast Pencil (US)*
- *eBook Partnership (UK)*
- *Book Baby (US)*
- *Bookmasters (US)*
- *National Book Network (US)*