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1. Login, if you haven’t already. At the top right of the homepage, go to the circular icon and click “Affiliate Profile.” If you do not see this option, it is because you have not yet become an affiliate.

2. On your affiliate profile account page, there is a section called “My Profile and Lists,” which is where you can edit your lists. Click “Manage” to edit old lists or create a new one.

3. To edit an old list, click the pencil icon to the right of that list’s name. To delete a list, click the trash can icon. To create a new list, click the large “Create a New Collection” button.

4. The 3 components of a new list are the TITLE, the BOOKS (added by ISBN13s) and the optional annotation (blurb). The title should be descriptive and relatively short.

To add a book to your booklist scroll to the bottom of the page, paste an ISBN-13 (it must be an ISBN-13; the system doesn’t recognize ISBN-10s) into the text box and click the “ADD BOOK” button. We recommend that you use the Bookshop site to search for books and their corresponding ISBN, as not every ISBN that exists elsewhere will be available on Bookshop.

As an author, you can create lists of your books, but you can also promote books by authors you recommend!

You have three choices for LAYOUT, which is how the lists will appear on your profile page and anywhere else on the site. See left for an example of each.

Literally Just the Moomin Novels is a grid list. It lists the number of books and displays the first 6 covers.

Books in my Bag Today is a linear list. Note the arrows; you can scroll through the list without clicking on it.

“My Favorite Living Poets” is a callout list. Readers have to click the title to view it beyond the first 3 covers. On a standard computer web browser, it takes up half the width of the page, so it looks best if there are two side by side.

The BANNER IMAGE is optional. If you do not upload a banner image, your list will automatically display the covers of the books that appear in the list. HEADER and FOOTER text are optional but useful to contextualize the list. ANNOTATIONS are your comments and blurbs to further personalize your recommendations.