

ONE Audiobooks App

Creating Publisher Accounts

Login

ONEAudiobooks.app

1



Nova

Dashboard

2



Teams

3



Creating a User

Name *	<input type="text" value="Name"/>
Email *	<input type="text" value="Email"/>
Password *	<input type="text" value="Example: last name of user"/>

NOTE: You can also invite them to create a user account by directing them to <https://oneaudiobooks.app/register>

NOTE: They will need to verify their email address before they can do anything in their account.

[Create User Here](#)

Creating a Team

Name	<input type="text" value="Example: Harvest House Publishing"/>
Subdomain	<input type="text" value="Example: Harvest-House"/>
Personal Team	<input type="checkbox"/>
Tax Approved	<input type="checkbox"/>
Bank Approved	<input type="checkbox"/>
Has Subscription Pass	<input type="checkbox"/>
Can Promote Publicly	<input type="checkbox"/>
Owner *	<input type="button" value="Click to choose"/>

Features coming soon – skip for now.

This will be the subdomain in the URL for any promos they create.
Example:
HarvestHouse.oneaudiobooks.app

Checking this box will **disable** the requirement to have a subscription (\$49/mo). You can check this box during training/onboarding, but they will need to add billing info to continue using the service.

Attach an owner of the team (see previous slide)

[Create team here](#)

Attaching Existing Titles to a Team

1. [Nova dashboard](#)
2. [Books](#)
3. Search for book & click ID number
4. Scroll to “teams” and click “Attach Team”
5. Search for team name & click “attach”
 - Note: Attach ONE Audiobooks as a team for all titles. This will allow ONE staff to have access to their titles if they need assistance.

Attaching New Titles to a Team

1. [Nova dashboard](#)
2. [Teams](#)
3. Search for team & click ID number
4. Scroll to “books” and click “Create Book”

Editing Team Users & Settings

1. Team owners (admins) will have the ability to edit their team settings within their dashboard.

