

Kortex Est 2013

App guide

Table of contents

How to use:

The Mac desktop app 03

The iOS mobile app 07

The Android mobile app 12

The Windows desktop app 17

Our apps provide an alternative experience to using Kortext in the web browser.

Enhance your access to institutional content with the ability to download content for access offline.

Sync your notes and highlights across devices for streamlined, flexible study on the go.

How to use:

The Mac desktop app

Downloading the app

You can download the Mac desktop app by searching **Kortext** in the App Store and clicking **Get** to download the app straight from there.

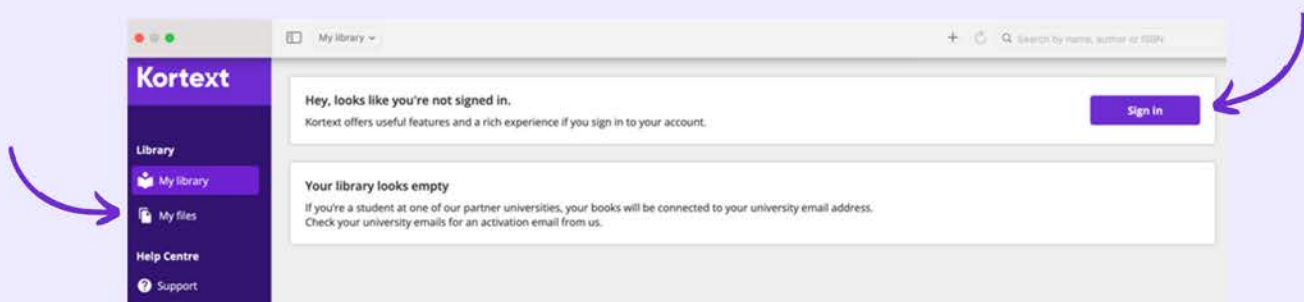
Alternatively, follow this handy link for a shortcut:

<https://apps.apple.com/gb/app/kortext/id1030400150>

Logging in to Kortext

On opening the Kortext Mac desktop app for the first time, Kortext will start in guest mode.

Go to **My library** and click the purple **Sign in** button to enter your details. You can also continue to use the Kortext platform as a guest. Select **My files** to upload your own files to Kortext and make use of our smart study tools in your own work.



Sign in to Kortext

Your email address

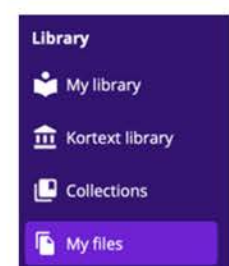
Don't have an account? [Sign up](#)

After clicking **Sign in**, you will be taken to an email sign in page. Enter your email address into the text field and click **Next**.

Next enter your password into the text field and click **Next** to load up your bookshelf.

Alternatively, click the left arrow in the top left or the **Continue as guest** button in the top right to go back to guest mode.

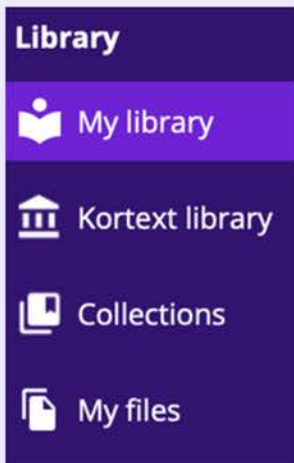
You will notice that the **Kortext library** and/or **Collections** tabs have now been added to your library for you to explore content provided by your institution, as well as over 37,000 free-to-access eBooks.



The bookshelf

Also known as **My library**, this is where your books will be stored. Previously accessed titles will be listed here as well as books purchased from the Kortext **store**.

On the right-hand side of the screen, you will see a toolbar called **Library**. In that menu you will see the following:



- > **My library** – our landing page containing all your active titles.
- > **Kortext library** – browse a library of books provided for you by your institution that are free to borrow.
- > **Collections** – another area of Kortext where institutions provide content. Browse this tab to explore curated collections of titles, including the free-to-access **Kortext Open Resources Collection**.
- > **My files** – upload your own content to Kortext to utilise our unprecedented functionality in your own work.

The search bar

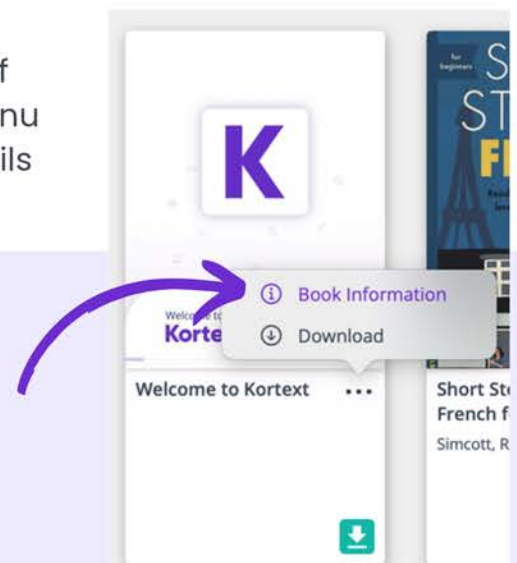


At the top right of the page, use the search bar to locate titles and explore book content. When searching for a word or phrase in the Mac desktop app, the results will be shown categorised into groups according to where they were found.

Book information

Click the three horizontal dots next to the thumbnail of your book and select **Book information**. A pop-up menu will appear, allowing you to explore the following details of the selected title:

- > Title
- > Author(s)
- > Publisher
- > ISBN
- > Format (EPUB or PDF)
- > File size
- > Publication year
- > Description



The eReader

To open the Kortext eReader, click the thumbnail of your chosen book in the Kortext eReader. When opening your book for the first time in the Mac desktop app, you will be advised of the file size and asked to download the book to your Mac.

Click **Download** and wait for the grey tick to appear to signify that your title is downloaded and ready to be accessed.



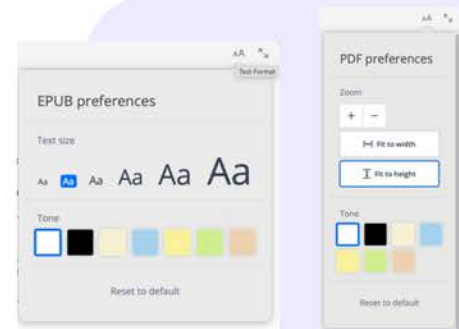
Next time you click on your title, you will be taken straight through to the eReader where the book will open at the front page.

Within our eReader, studying has never been easier thanks to our **interactive study tools** that enhance your learning experience. Using these, you can **make notes**, **search texts**, **export references**, **collaborate with peers**, and more!

Our platform is designed to be **inclusive**. Our accessibility features let you adjust your reading experience in any way to suit your needs.

You can **customise font size, style** and **background colour** by clicking the AA icon in the top right-hand corner.

The display options differ based on the book format (EPUB or PDF), as shown on the right.



Toolbar tips



> **Search** – search the contents of your book by typing a word or phrase into the text field and clicking enter. Results will be listed with the search term highlighted in blue. Click a listed result to be taken to that page in the book.



> **Contents** – browse through the table of contents to quickly locate and navigate to relevant areas of your book.



> **Notes** – revisit your notes on this title. Clicking on a note will take you to the relevant page in the book. From here you can export notes from Kortext and share them with peers using our **Groups** function.



> **Bookmarks** – click the bookmark icon to explore a list of your saved pages within a title.



> **Book information** – including details like title, author(s), publisher, ISBN, format, file size, publication year and book description.

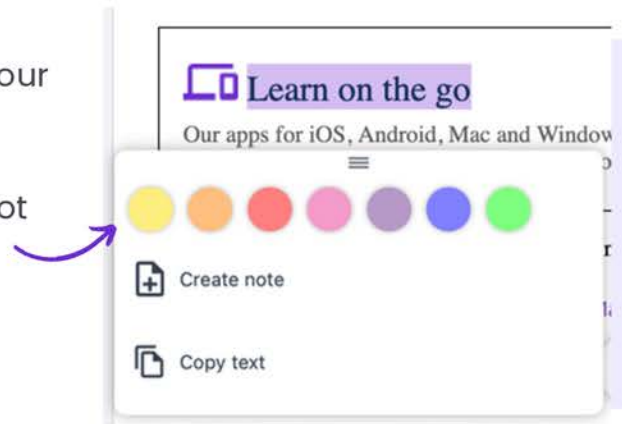
Study tools

The Mac app supports the creation of notes and highlights in your books, making it easy to jot down and store ideas as you study.

To create a note or highlight, click and drag your cursor across the page to highlight the text.

From the pop-up menu, click on a coloured dot to select this as a highlighting colour.

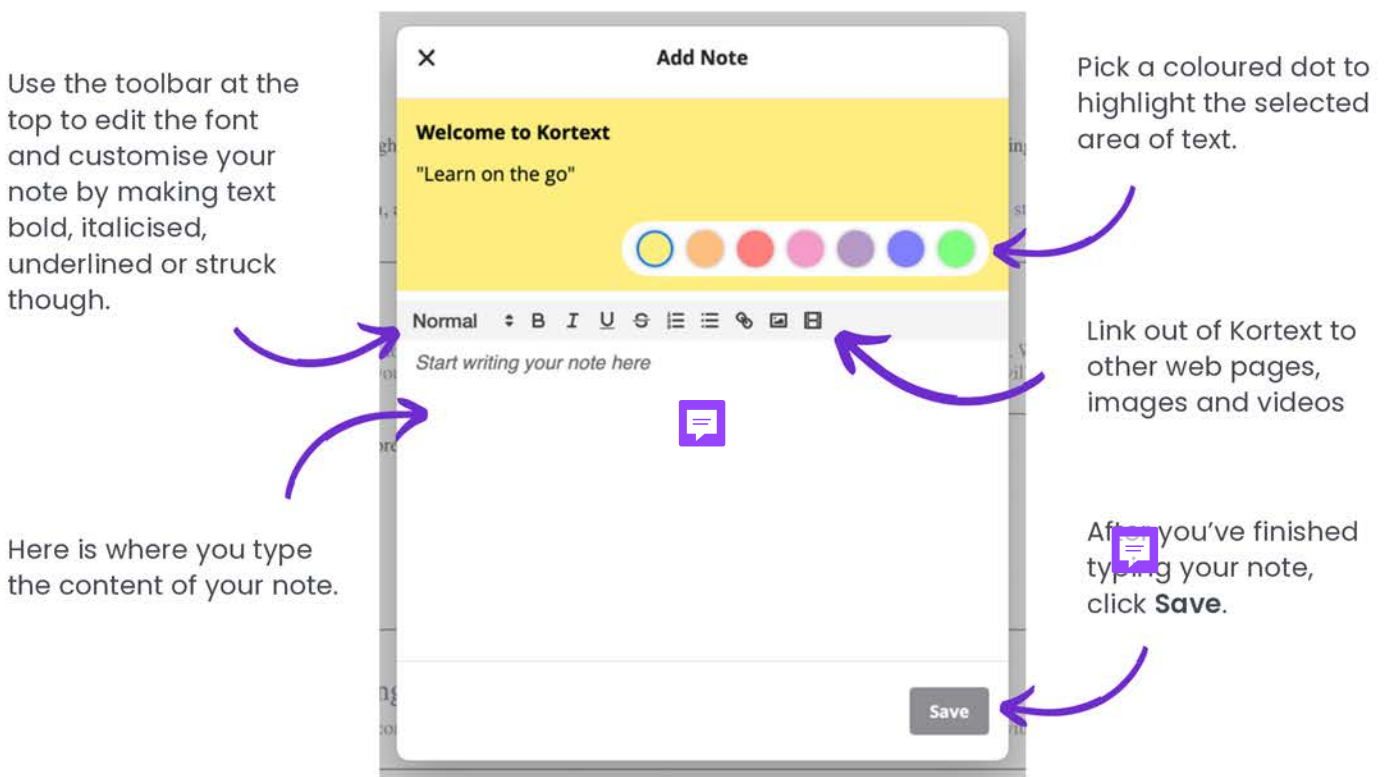
To make a note, click **Create note**.



The Add note menu

The **Add note** menu allows you to customise your note using the rich-text editor in the white section at the bottom of the menu.

Change the font, italicise or underline text to help you learn.



Use the toolbar at the top to edit the font and customise your note by making text bold, italicised, underlined or struck through.

Here is where you type the content of your note.

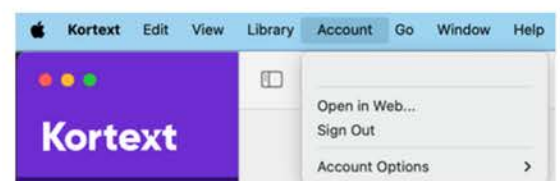
Pick a coloured dot to highlight the selected area of text.

Link out of Kortex to other web pages, images and videos

After you've finished typing your note, click **Save**.

Signing out of the Kortex Mac app

To sign out of the Kortex Mac desktop app, click on **Account** in the toolbar along the top of the screen. From the drop-down menu, select **Sign out**.



How to use:

The iOS mobile app

Downloading the app

You can download the iOS mobile app by searching **Kortext** in the App Store and tapping **Get** to download the app straight from there.

Alternatively, follow this handy link for a shortcut:

<https://apps.apple.com/us/app/kortext/id1030400150?ls=1>



Logging in to Kortext

Once you have downloaded the Kortext app from the store, you will be prompted to **Sign in to Kortext** when you access it for the first time.

Type your email address into the text field and tap **Next**.

You will now be prompted to enter your password. Tap the **eye icon** to view your password as you type it.

Tap **Next** to be taken to your bookshelf where you can start exploring your content.

There is also an option to **Continue as a guest**, located in the top right.

In this view, you are able to upload files to Kortext but you must create an account and log in to access Kortext-provided content.

Forgotten your password?

If you have forgotten your password, tap the blue **Forgotten password?** link beneath the password entry field to be taken to a **Reset your password** page within the app.

Enter the email address associated with your Kortext account, then tap **Send instructions** to trigger a password reset email to be sent to your inbox.



The bookshelf

Once you're signed in to the Kortext iOS mobile app, you will be directed straight to your bookshelf.

Upload to My files

Tap on the + icon to upload your own files to read in the Kortext app.

Search bar

Our iOS app search bar allows you to search by title, author or ISBN. It provides results from inside your book content and from unexplored titles in your library, the Kortext library and Collections.

My library

Browse a shelf of your active books.

Kortext library

Browse and borrow institutionally provided content in the Kortext library.

Collections

Discover both institutionally provided content and over 37,000 free-to-access titles from the Kortext Open Resources Collection.

My files

Upload your personal files to Kortext to use our eReader and smart study tools in your own work.

Bookshelf menu

Tap here to see a pop-up menu. Explore your **references**, reach out to our **support** team, **refresh** your library, revisit the app **tutorial** and **sign out** of your Kortext account here.

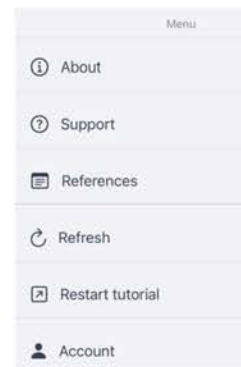
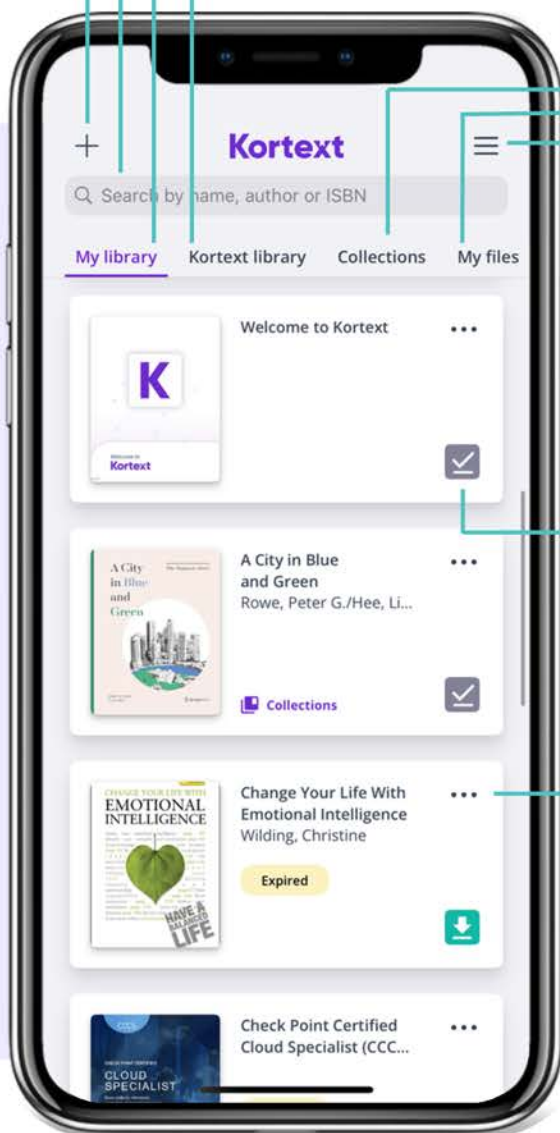
Download your book

This icon indicates whether the book has been downloaded to your device for offline access. The teal downwards arrow indicates a book is not yet downloaded and the grey tick indicates a downloaded title.

Book menu

Tap the three dots to access a pop-up menu where you can find options to download your book and access the book information including:

Title, author, publisher, ISBN, format, file size, publication year and book description.



The eReader

Once you have downloaded a book to the Kortext app, tapping on its thumbnail from your bookshelf will take you into the Kortext app eReader.

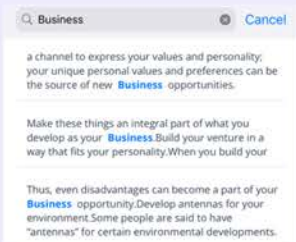
Contents, bookmarks and notes

Navigate the book, revisit saved pages and access your notes.



Search the book

Enter the search term and see results listed with the search term highlighted blue.



Bookmark your page

Tap to save a page and turn the bookmark icon purple. Revisit saved pages from the top menu.

Return to...

Never lose a page again with a handy link to your last viewed page!

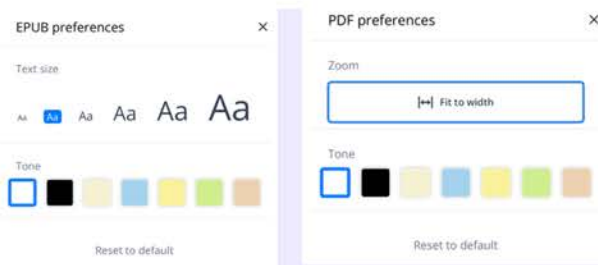
Navigation bar

Tap and drag the white dot to quickly navigate to different areas of your book.



Display options

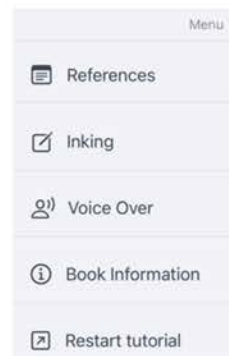
Choose from a range of options for EPUBs and PDFs in the pop-up menu:



eReader menu

Choose from a range of options in the drop-down menu, below:

Details of our **Inking** and **Voice over** functions will be given in the **study tools** section of this guide.



Turn the page

Tap the forwards and backwards arrows to navigate your book one page at a time.

Page/location number

Type in a page number to quickly skip to a chosen page. Alternatively, use this tool to see how far through a book you are, given as a percentage.

Study tools

Notes and highlights

To make a note or highlight in the Kortext iOS app, press and hold the text to highlight a word. Adjust the area of the highlight using the blue cursors at the end of each word.

From the pop-up menu, choose a coloured dot to highlight the text.

Alternatively, to make a note, tap on the paper icon (📄) to bring up the **Add note** menu screen.

From here you can type your note in the rich-text field and customise text by adjusting the font or making the text bold, italicised, underlined or struck through.

You can also link out to the web or to external images and videos using the icons on the left of the menu.

Tap **Save** to save your note, or the 🗑️ icon to discard.

Dock your note by dragging the grey bar above the **Add note** text to make the window bigger or minimise to the bottom of the page.

To revisit your notes and highlights, tap the menu button (☰) at the top of the eReader and go to the **Notes** tab, as explained on the previous page.

Voice over

You can choose to have a section of text or the whole page read aloud to you.

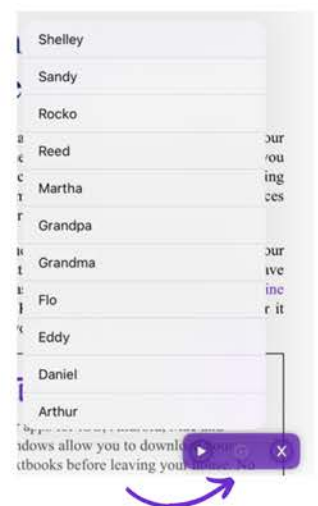
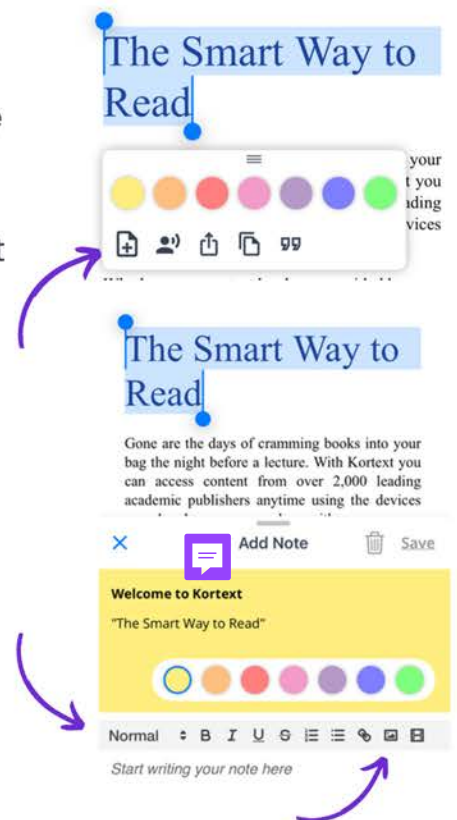
A section of text

Press to highlight text, adjusting the highlighted area using the blue cursors. From the pop-up menu, tap the 🗣️ icon.

The whole page

Tap the three dots in the eReader menu at the top right of the screen (⋮). From the menu, tap on 🗣️ Voice Over .

In the purple voice over menu, you can pause, play or change the narrator – tap the cog icon and select from the voices listed.



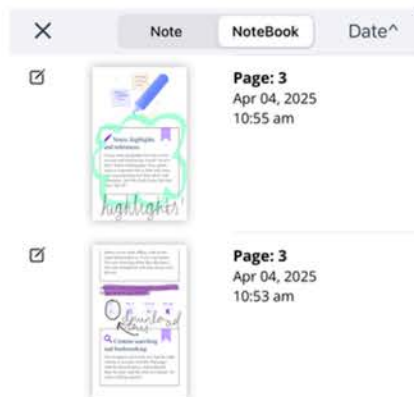
App guide

Inking

Navigate to the eReader menu by tapping on the three dots in the top right (•••). Select Inking from the drop-down menu.

You will see a full screen view, allowing you to use the tools at the bottom to create freehand notes.

Remember to tap **Save** in the top right when you're finished. Revisit saved drawings from the **Notebook** tab at the top.



References

To select the text to reference, press and hold on a word. Adjust your selection using the blue cursors.

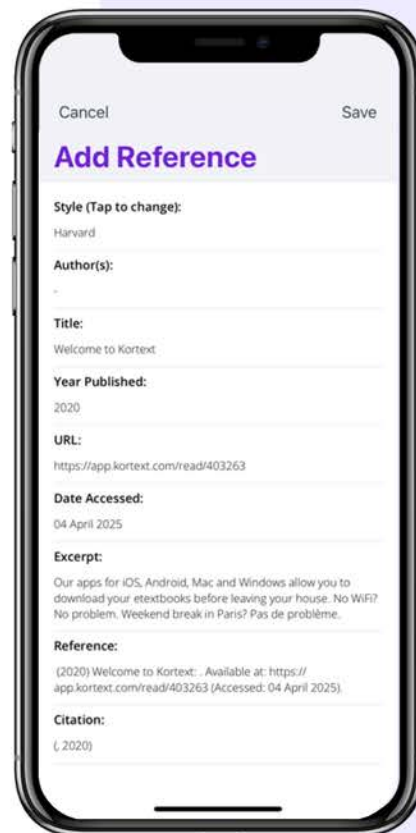
From the pop-up menu, select the speech mark icon (🗉) to go to the **Add Reference** menu.

Tap the reference **Style** field to locate the format that suits you (e.g. Harvard). Tap **Save**.

To revisit your reference, click the three dots (•••) at the top right of the eReader to enter the menu.

Tap References to see your references listed. Tap one or multiple references to select.

Tap the icon in the top right to copy **reference**, **citation**, **excerpt**, or **all** to your clipboard.





Copying and sharing text

To export a section of text from the Kortext iOS app, highlight the text by holding your finger down on the page and adjusting your selection using the blue cursors.



In the pop-up menu, tap the following:

Share
 Select this button from the pop-up to send a quote from your book to an external app, such as email or messages.

Copy
 Tap this button to copy the selected text to your clipboard to paste where required.

How to use:

The Android mobile app

Downloading the app

You can download the Android mobile app by searching **Kortext** in the Google Play store and tapping **Install** to download the app straight from there.

Alternatively, follow this handy link for a shortcut:

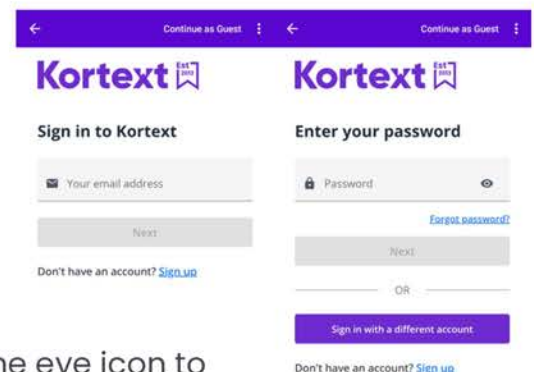
https://play.google.com/store/apps/details?id=com.cloudspringtech.kortext&hl=en_GB

Logging into Kortext

Once you have downloaded the Kortext app from the store, you will be prompted to **Sign in to Kortext** when you access it for the first time.

Type your email address into the text field and tap **Next**.

You will now be prompted to enter your password. Tap the eye icon to view your password as you type it. Tap **Next** to be taken to your bookshelf where you can start exploring your content.



There is also the option to **Continue as a guest**, located in the top right.

In this view, you are able to upload files to Kortext but you must create an account and log in to access Kortext-provided content.

Forgotten your password?

If you have forgotten your password, tap the blue **Forgotten password?** link beneath the password entry field to be taken to a **Reset your password** page within the app.

Enter the email address associated with your Kortext account, then tap **Send instructions** to trigger a password reset email to be sent to your inbox.



The bookshelf

Once you're signed in to the Kortext Android mobile app, you will be directed straight to your bookshelf.

Upload to My files
Tap on the + icon to upload your own files to read in the Kortext app.

Search the book
Enter the search term and see results listed with the search term highlighted.

My library
Our landing page and where you will find all your active content.

Kortext library
Browse and borrow institutionally provided content in the Kortext library.

Download book
Tap this button to download titles to your library for offline access.

Kortext store:
A handy shortcut to our eBook store.

Bookshelf menu
Share to OneDrive, review your citations, change your settings, explore our support page, refresh your library and sign out of your account here.

Collections
Discover both institutionally provided content and over 37,000 free-to-access titles from the Kortext Open Resources Collection.

Book menu
Download your book and access the book information including:
Title, author, publisher, ISBN, format, file size, publication year and book description.

The eReader

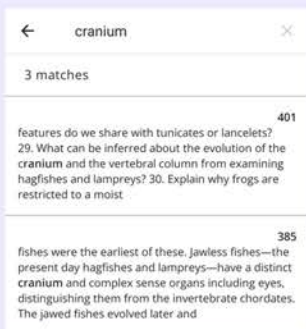
Once you have downloaded a book to the Kortext app, tapping on its thumbnail from your bookshelf will take you into the Kortext app eReader.

Contents, bookmarks and notes

Navigate the book, revisit saved pages and access your notes.

Search the book

Enter the search term and see results listed with the search term in bold.



Bookmark your page

Tap to save a page and turn the bookmark icon purple. Revisit saved pages from the top menu.

Return to...

Never lose a page again with a handy link to your last viewed page!

Navigation bar

Tap and drag the white dot to quickly navigate to different areas of your book.

Display options

Choose from a range of options for EPUBs and PDFs in the pop-up menu:

Display Options

Text size



Tone



Display Options

Zoom



Tone



eReader menu

Choose from a range of options in the drop-down menu:

Details of our **Citations** and **Read aloud** functions will be given in the **study tools** section of this guide.

Citations

About the book

Restart tutorial

Read aloud

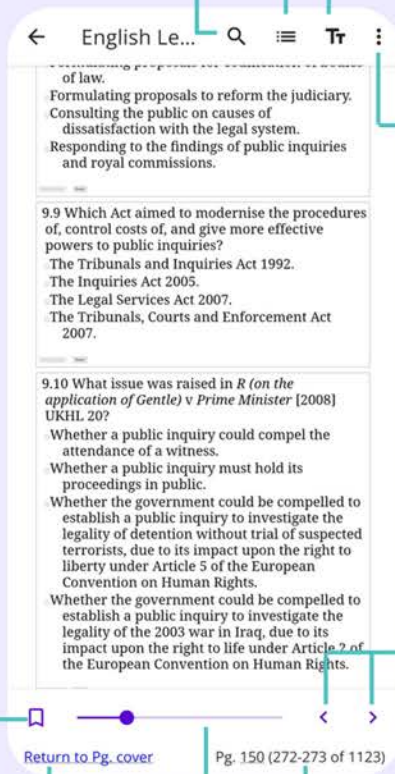
Help

Turn the page

Tap the forwards and backwards arrows to navigate your book one page at a time.

Page/location number

Type in a page number to quickly skip to a chosen page. Alternatively, use this tool to see how far through a book you are, given as a percentage.



Study tools

Notes and highlights

To make a note or highlight in the Kortext Android app, press and hold the text to highlight a word. Adjust the area of the highlight using the blue cursors at the end of each word.

For your first time creating a note, the app will give you a tutorial showing you how to create a note, tap **Got it! Next** to move through the tutorial.

From the pop-up menu, choose a coloured dot to highlight the text.

Alternatively, to make a note, tap on the paper icon (📄) to bring up the **Create note** menu.

From here you can type your note in the rich-text field and can customise text by adjusting the font or making the text bold, italicised, underlined or struck through.

You can also link out to the web or external images and videos using the icons on the left of the menu.

To revisit your notes and highlights, tap the ☰ icon from the eReader menu.

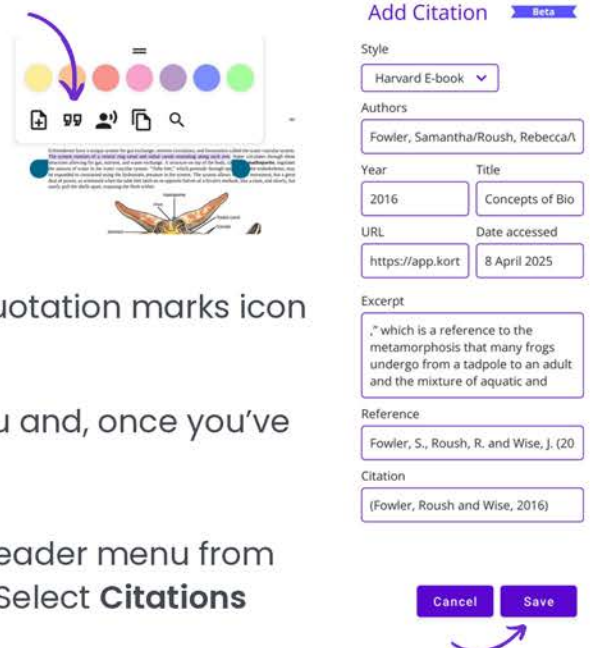
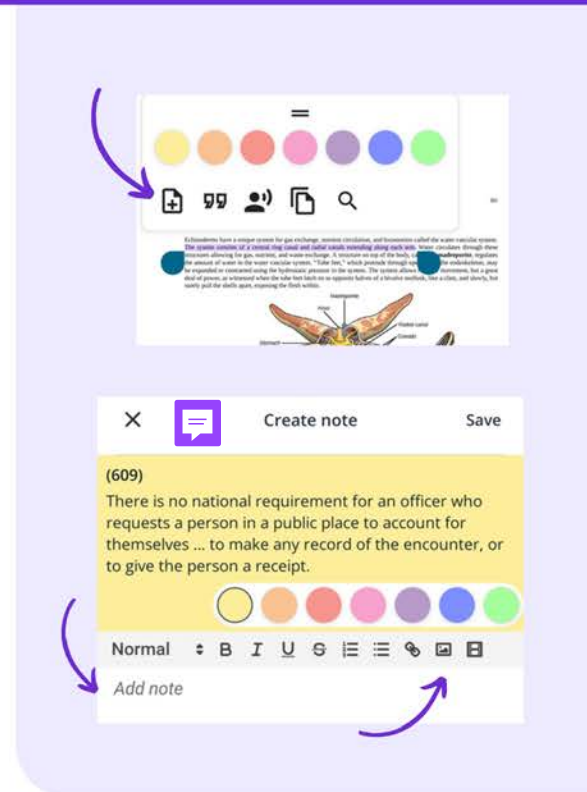
Citations

To select the text to reference, press and hold on a word. Adjust your selection by dragging the cursors as needed.


From the pop-up menu that appears, tap the quotation marks icon to bring up the **Add Citation** menu.

Select a citation style from the drop-down menu and, once you've checked the details, tap **Save**.

To revisit or export your reference, tap on the eReader menu from the three dots in the top right of the screen (⋮). Select **Citations** from the drop-down menu.






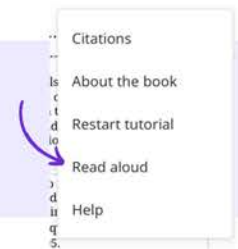
In the menu that appears, tap the purple square next to the citation(s), or opt to **Select all** you wish to export, then tap the purple paper button at the bottom of the menu () to copy the citation to your clipboard.




Read aloud

The whole page

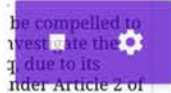
To have the whole page read aloud, navigate to the eReader menu in the top right of the screen, identifiable by the three dot icon (). From the drop-down menu, select **Read aloud**.



A section of text

Highlight the section of text you'd like to be read aloud by holding down the area of the page and dragging the blue cursors to adjust your selection. From the pop-up menu, tap the  icon.

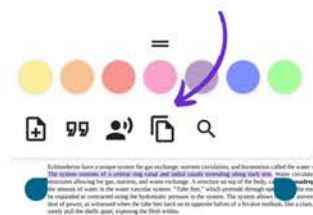
The Kortex eReader will begin to read your book out loud, with a small purple menu in the bottom right of the page.




To stop the voice over, tap the square button on the right. To navigate to the text-to-speech menu on your Android device, tap the cog icon on the right.

Copying text

Highlight the section of text you'd like to copy to your clipboard by holding down or double tapping the area of text you'd like to copy and adjusting the selection using the blue cursors.



From the pop-up menu, tap the layered paper icon () and you will get confirmation that your selection is copied to your clipboard.

Searching the web

Highlight the section of text you wish to search the web for by holding down or double tapping the page and adjusting the selection using the blue cursors.

From the pop-up menu, tap the magnifying glass icon () to be redirected to your default browser and search the web for your selected text.

How to use:

The Windows desktop app

Downloading the app

You can download the Windows desktop app by searching **Kortext** in the Microsoft store and clicking **Download** to install the app straight from there.

Alternatively, follow this handy link for a shortcut:

<https://apps.microsoft.com/detail/9nblggh4xfhr?hl=en-gb&gl=US>

Logging into Kortext

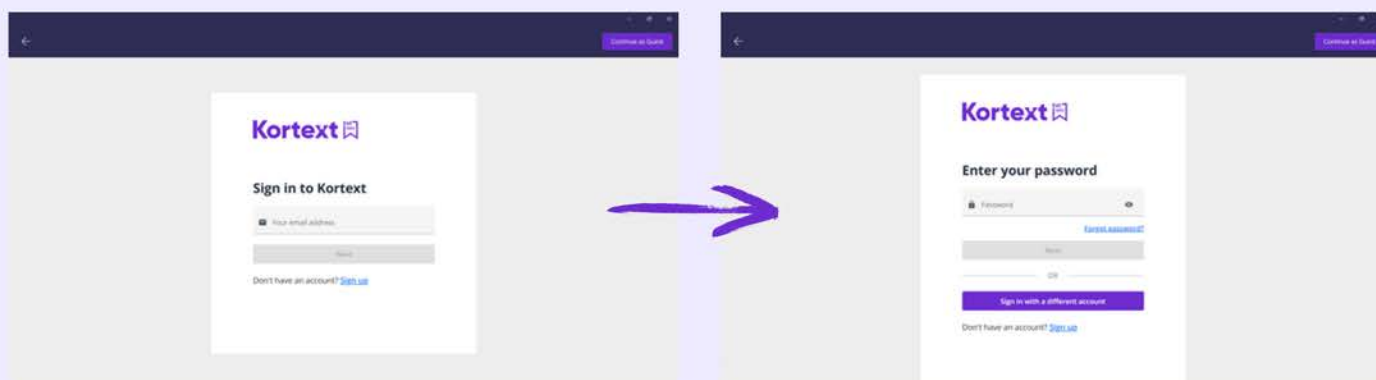
On opening the Kortext Windows desktop app for the first time, you will be prompted to **Sign in to Kortext**.

Type your email address into the text field and tap **Next**.

You will now be prompted to enter your password. Tap the eye icon to view your password as you type it.

Tap **Next** to be taken to your bookshelf where you can start exploring your content.

There is also the option in the top right to **Continue as a guest**. In this view, you are able to upload files to Kortext but you must create an account and log in to access Kortext-provided content.



The bookshelf

Also known as **My library**, this is where your books will be stored. Previously accessed titles will be listed here as well as titles purchased from the Kortext **store**.

Refresh your library

Click the circular arrow icon to refresh your bookshelf.

Search Kortext

Type in a search term and see results categorised by where they're found on the Kortext platform, as below.

Kortext library

Browse a library of free-to-borrow books provided for you by your institution.

My library

Our landing page containing all your active titles.

Bookshelf menu

Revisit saved **references**, notes and highlights, **sign out** of your account and find a handy link to **Microsoft 365**.

Upload to My files

Tap on the + icon to upload your own files to read in the Kortext app.

- References
- Notebooks
- Microsoft 365
- About
- Sign Out

Collections

Explore institutionally provided content and browse over 37,000 free-to-access titles.

Kortext support

Find a handy link to the Kortext support hub here.

Store

Click here to find a link to open the Kortext **store** in your default web browser.

My files

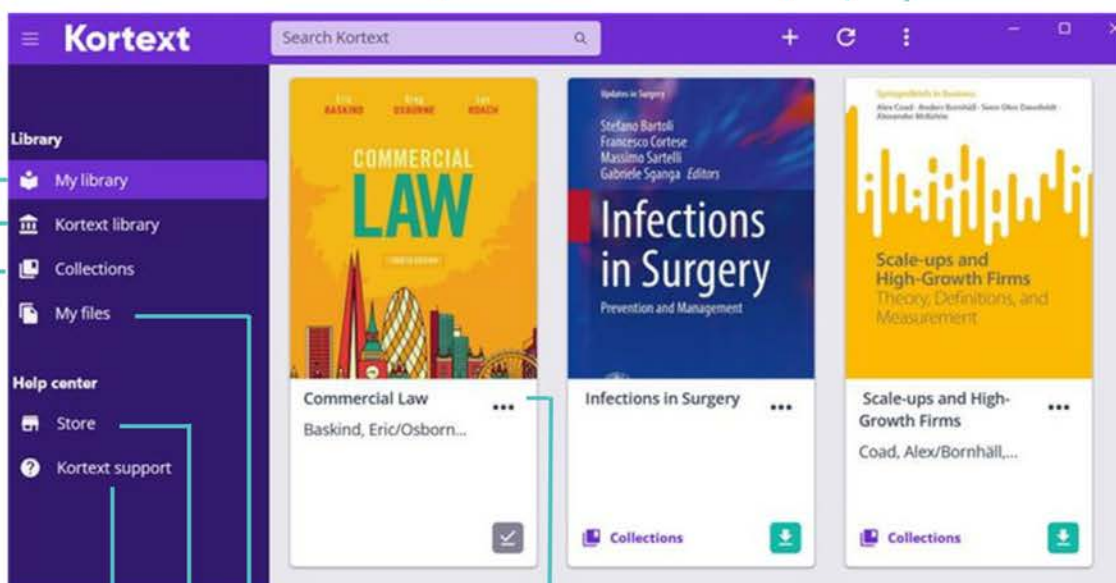
Upload personal content to Kortext to utilise Kortext smart study functionalities in your own work.

Book menu

Read the book information, including the title, author, publisher, ISBN, format, file size, publication year and book description.

Download

Download your book to your device for access offline. The teal downwards arrow will change to a grey tick once the title is downloaded.



The eReader

Search the book

Type your search term into the field and see your results listed with the search term in bold. Click results to explore that page in the book.

Table of contents

Quickly find a chosen section of your book.

Notes and highlights

Explore saved notes and highlights using the pen icon.

Bookmarks

Revisit bookmarked pages here.

References

The clipboard icon is where you can revisit saved references.

Book information

Discover the title, author, publisher, ISBN, format, file size, publication year and book description.

Bookmark a page

Save a page to revisit later by clicking this icon.

Display options

Explore varying customisation options for EPUB and PDF books, including font and background adjustments.

Freehand note

This feature of the Kortext eReader is explained more in the **study tools** section of the guide.

Read aloud

Click this button to have the page read aloud to you. Read more about this feature in the **study tools** section.

Help

Contact the Kortext support team or restart the eReader tutorial here.



Return to page

Never lose your page again using this icon! Quickly go back to your previous location in the book.

Page number

Discover the page you are currently reading in the book, or type a page number to navigate to a specific page in the book.

Navigation bar

Drag the purple dot along the bar to quickly navigate to different sections of your book.

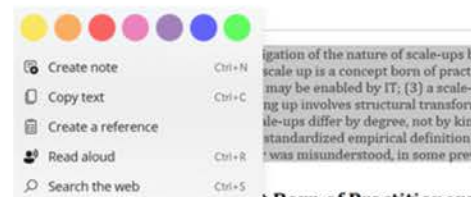
Location number

Present in EPUB titles only, type a location number into this field to quickly be transported to a specific location.

Study tools

Notes and highlights

To make a note or highlight, first select the relevant section of text by clicking and dragging your cursor across the page. From the pop-up menu that appears, click a coloured dot to highlight text.



Alternatively, to make a note, click **Create note** from the pop-up menu. The **Add a Note** menu will appear in the centre of the eReader.

Customise your text

Adjust the font or make the text bold, italicised, underlined or struck through.

Type your note here

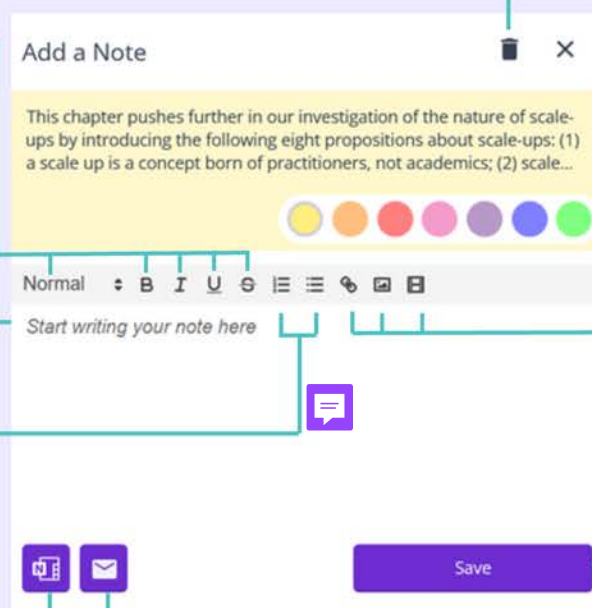
Using the free-text editor, type the contents of your note in the white box.

Number or bullet point notes

An easy-to-read way of organising your notes.

Export your notes

Send your notes via Microsoft OneNote or email.



Delete your note

Don't need your note anymore? Click the bin icon to delete.

Choose a highlighter colour

Use a range of colours to colour code your notes.

Link to web pages, images and videos


Explore saved notes and highlights using the pen icon.

Save your note


Don't forget to save so you can revisit your notes later!

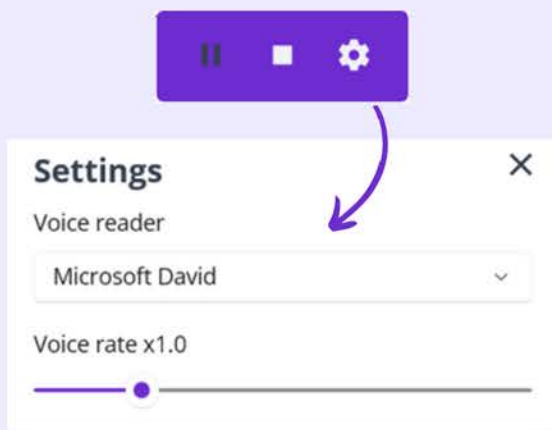
Read aloud

The whole page

To have the whole page read aloud, click the  icon along the top toolbar. The page will immediately start being read aloud from the top to the bottom.

A section of text

Highlight the section of text you'd like to be read aloud by clicking and dragging the cursor across the page. From the pop-up menu, click the  Read aloud option.



> To **pause** the voice over, click the pause icon on the left.

> To **stop** the voice over entirely, click the square icon in the centre.

> To **adjust the voice** of the speaker or **change the pace** of the narration, click the cog icon on the right.

References

To create a reference for your book, or for a section of text, highlight the text you wish to reference and click **Create a Reference** from the drop-down menu.

From the **Add a Reference** menu, select the referencing **Style** that your institution uses.

Click **Save**.

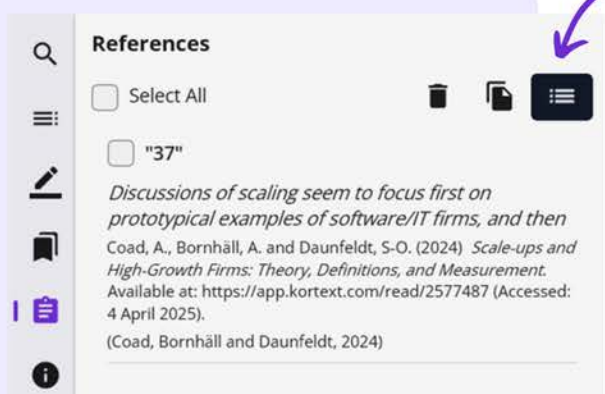
To revisit saved references, click the clipboard icon in the left toolbar of the eReader (📄).

Add a Reference		×
Style		Harvard
Author(s)		Coad, Alex/Bornhäll, Anders/Daunfeldt, Sven-Olov
Year published	Title	
2024	Scale-ups and High-Growth Fir	
URL	DateAccessed	
https://app.kortext.com/read/2	9 April 2025	
Excerpt		
Also, in contrast to Coviello (2019), we consider that scale-ups do not necessarily have to have growth that is international (as		
Reference		
Coad, A., Bornhäll, A. and Daunfeldt, S-O. (2024) Scale-ups and High-Growth Firms: Theory, Definitions, and Measurement. Available at: https://app.kortext.com/read/2577487 (Accessed: 4 April 2025)		
Citation		
(Coad, Bornhäll and Daunfeldt, 2024)		
		Save

To copy saved references to your device's clipboard, click the menu icon and select references you'd like to copy by ticking the checkbox next to the relevant reference.

Once you have made your selection, click the paper icon (📄) and find your reference copied to your clipboard.

To delete references click the bin icon (🗑️).



Search the web

To search the web straight from the Kortext eReader, highlight the relevant section of text by clicking and dragging your cursor across the screen.

From the pop-up menu, click **Search the web**.

You will be redirected out of the Kortext Windows desktop app and taken to your default web browser where the highlighted text will be searched in your default search engine.



Freehand note

Click the paintbrush icon in the top-right of the Kortext eReader ().

On the **Freehand note** page, you can find tools to annotate your page:

Share to Adobe, MS Teams, email and more.

Draw your notes on different types of paper including axis, blank, grid and (lined) paper.

Our ruler tool allows you to make sure your freehand drawings are aligned if needed.

Erase any mistakes in your drawing using the eraser icon.

Our variety of pen tools means that you have the freedom to annotate your page with a multitude of pen types.

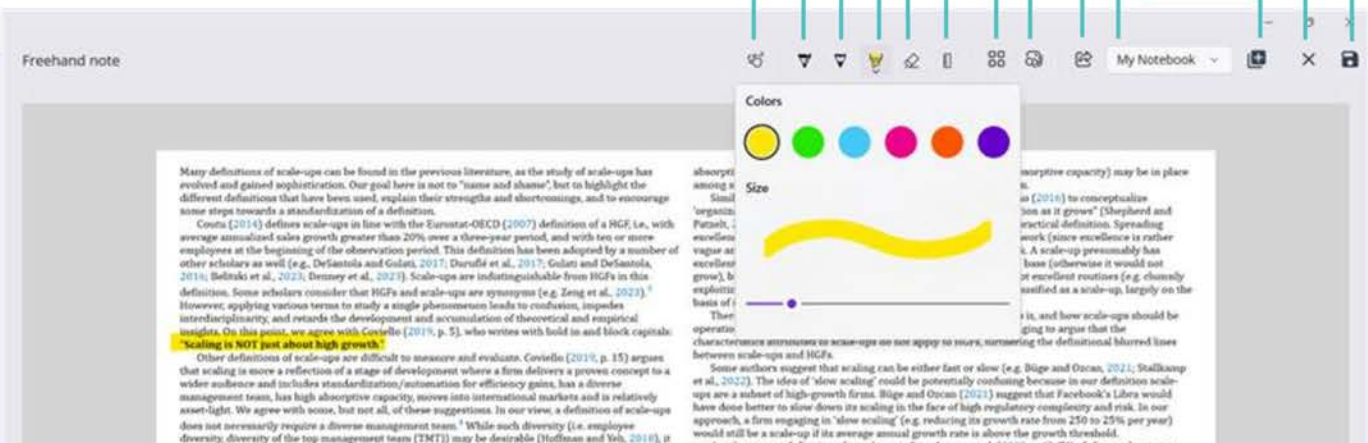
Import an image to your note from your device.

Choose which notebook you'd like to save your freehand note to here.

Create a new notebook here.

Discard your note.

Save your note.



Kortext Est
2013

For help, please visit:

support.kortext.com