

ATOS for Books with Estimated Word Count – Instructions

Estimates full book's ATOS level based on a sample of text

Prepare a file that is a representative sample from the book. Accepted file types are .txt, .doc and .docx. Either type the book's text into an application such as Notepad, WordPad or Word, or scan the book. If scanning, the image file must be converted to text using OCR (Optical Character Recognition) software. Many word processing applications now include an OCR component to "recognize" the text.

Note: The text must actually be recognized – opening a PDF or other image file and simply changing its file extension or saving it as a different file type does not work.

1. Include text-only portions that represent the story
2. Include three passages from different parts of the book, each approximately 150 words (about three full pages of text).
3. Do not include illustrations, photos, captions, or other major graphic elements in this sample.

Estimate the word count of the book by following the steps below, which should give you a fairly accurate word count:

1. Find a page that is completely filled by text and count the number of words on that page.
2. Count the number of pages that do not have full text (photographs, drawings, table of contents, etc.)
3. Subtract the number of pages that do not have full text from the book's total page count.
4. Multiply the number of full text pages by your word count.

Once your file is saved, click the "Browse" button to select your file and submit. ATOS results are returned in seconds.