

The Myers-Briggs Company eBooks FAQ

[What are The Myers-Briggs Company eBooks?](#)

[How do I buy The Myers-Briggs Company eBooks?](#)

[How do I access The Myers-Briggs Company eBooks?](#)

[What devices can I use The Myers-Briggs Company eBooks on?](#)

[Why do The Myers-Briggs Company eBooks require VAT to be paid on them?](#)

[I am a practitioner and I want to purchase an eBook on behalf of one of my delegates. Can I do this?](#)

[I am purchasing an eBook version of a book that has 'interactive' features – how does this work?](#)

[Once I have answered questions in the interactive eBook, can I save this version to my device?](#)

[Can I print my eBook?](#)

[How do I see my eBook purchase history?](#)

[How can I see how many eBooks I have available on my account?](#)

[How do I download a copy of an eBook I have purchased?](#)

[How do I send an eBook I have purchased to another recipient?](#)

[How do I know if my recipient has downloaded the eBook I sent them?](#)

[Can I resend an eBook I have purchased to a recipient if needed?](#)

What are The Myers-Briggs Company eBooks?

The Myers-Briggs Company eBooks allow you to purchase electronic versions of some of our bestselling titles for reading on your computer or handheld device.

How do I buy The Myers-Briggs Company eBooks?

The Myers-Briggs Company eBooks can be purchased via the The Myers-Briggs Company shop (<https://eu.themyersbriggs.com/en/All-shop-products>) using a credit or debit card.

How do I access The Myers-Briggs Company eBooks?

Once you have placed your order for an The Myers-Briggs Company eBook, you will be sent an email (to your registered email address) with information on how to download your eBook. This email will come from info.eu@themyersbriggs.com – please ensure this address is added to your email 'safe' list.

- Visit themyersbriggs.com, sign in and click on the 'my account' button where you will see a button that says 'view ebooks'.
- Click the 'download' button to download a copy (you will be asked to enter your name and e-mail address which will be stamped onto the book to identify you as the owner)
- You must accept the terms and conditions before the eBook will download
- Click the email link if you wish to send a copy to somebody else, that person will receive an email with a link from which they can download their eBook.

What devices can I use The Myers-Briggs Company eBooks on?

You can use The Myers-Briggs Company eBooks on any device with PDF support.

PC technical requirements

- Windows XP (or later)
- Internet Explorer 9 (or later), Google Chrome or Mozilla Firefox
- A PDF reader such as Adobe Reader version 4 or later (<https://get.adobe.com/reader/>)
- Internet connection required when first accessing the The Myers-Briggs Company eBook (for authentication purposes)

Mac technical requirements

- Mac OSX (or later)
- Safari, Google Chrome or Mozilla Firefox
- A PDF reader such as Adobe Reader version 4 or later (<https://get.adobe.com/reader/>)
- Internet connection required when first accessing the The Myers-Briggs Company eBook (for authentication purposes)

Mobile devices

eBooks can be used on any mobile device with PDF support such as android, IOS or Kindle.

Why do The Myers-Briggs Company eBooks require VAT to be paid on them?

eBooks are defined as a 'service' as opposed to a 'product' under UK legislation, meaning that they are subject to VAT at the normal rate. However, if you or your company are VAT registered, you will be able to claim this VAT back as part of your normal tax assessment process.

I am a practitioner and I want to purchase an eBook on behalf of one of my delegates. Can I do this?

Yes, of course. You simply purchase your The Myers-Briggs Company eBook(s) through the normal process via the The Myers-Briggs Company website, log into the 'my account' section and select send them a link by email.

I am purchasing an eBook that has 'interactive' features – how does this work?

Every product that has an interactive element in the print version (eg MBTI Development Workbook) has built-in interactivity in the eBook version when viewed using Adobe Acrobat Version 4 or later – for example, to answer questions or select options.

Once I have answered questions in the interactive eBook, can I save this version to my device?

Yes. Use the 'Save As' function through Adobe Reader in order to save this version of your eBook to your device. You can then re-open it in the normal way to continue working with the eBook.

Can I print my eBook?

Yes, you can print it as many times as you wish as long as it is for your own personal use. See the terms and conditions to which you signed up when you downloaded it.

How do I see my eBook purchase history?

You can now administer your eBooks online from your themyersbriggs.com online account. To do so you must first 'sign in' and click on 'my account'. Then from the section titles 'Ordered eBooks' click on the 'View eBooks' button.

From this page you will be able to distribute eBooks to new recipients, download a copy for your own use. Downloaded eBooks are now overprinted with the recipient's name, your company name and the purchase order number.

How can I see how many eBooks I have available on my account?

Once you are logged in to your themyersbriggs.com account, click on the 'View eBooks' button where you will be able to see the eBooks you have purchased and the remaining eBooks that can be downloaded or emailed.

How do I download a copy of an eBook I have purchased?

Visit the 'View eBooks' page to see a list of the eBooks you have purchased and the remaining books that have yet to be activated. To download a copy and register as the owner first locate the eBook title from the list available to you. Click on the word 'download' under the 'Method' heading. You will be taken to a form which must be completed in full before your eBook can be downloaded. In the free text boxes enter your first name, last name and email address and read the fair collection notice. You must read and agree to the terms and conditions for use of eBooks by ticking the check box before clicking on the download button. A copy will then be downloaded to your device.

How do I send an eBook I have purchased to another recipient?

You can distribute links to download a book you have purchased to one or multiple recipients providing you have sufficient quantity of books available. Visit the 'view eBooks' page to see a list of the eBooks you have purchased and the remaining books that have yet to be activated. First locate the title from the list available and click on the word 'email' under the 'Method' heading. Under the first free text box enter the email addresses of the intended recipients separated by a semi-colon. Please be careful to check each email address is valid and accurately typed.

Enter some introductory text in the second free text box to precede the auto-generated invite.

Click send and your recipient(s) will receive an email inviting them to download the eBook. The email will include a link to a form which will need to be completed in full prior to download. This includes first name, last name and email address and read the fair collection notice. The recipient must read and agree to the terms and conditions for use of eBooks by ticking the check box before clicking on a button to start the download.

How do I know if my recipient has downloaded the eBook I sent them?

Go to 'My account' and click on the link to view your purchased eBooks. Identify the eBook from the list of titles and click on usage history. From here you can see a list of the final recipients of the eBook with a large green tick under the downloaded column indicating that the recipient has downloaded the eBook. The absence of a tick indicates that the eBook has not yet been downloaded. You have an option to resend the book by clicking on the 'resend email' button, with an option to personalize the email before you resend the link.

Can I resend an eBook I have purchased to a recipient if needed?

Yes – there is no limit to how many times you can resend a copy of the eBook to a recipient. Even if the eBook has been downloaded, you will have an option to resend a link to download the eBook incase they should lose it.