

# Accessing e-books

## How to find, access and use e-books at the Patrick Power Library

E-books, or electronic books, are books published in a digital format and accessed through a computer or a hand-held device. The Patrick Power Library subscribes to thousands of electronic books, which may be viewed at any time, either on-campus or remotely. If accessing an e-book from off-campus, you will be prompted to login using your "S" number and password.

### Getting Started

Search for e-books in the same way that you would normally search for other library materials using Novanet or SMU WorldCat. When you search for material with either tool, you will often find e-books and print books listed together:

No. of Recs	Entry
1	Metamerism Indices --
1	Metametaphysics [electronic resource] : new essays on the foundations of ontology
1	Metametaphysics : new essays on the foundations of ontology

The same book is listed twice in the Novanet catalogue, but the first one is an electronic version.

### E-books and Borrowing

Although most print materials at Saint Mary's are available for loan, e-books generally are not. There is a small collection of e-books available for downloading, but the majority of our e-books cannot be downloaded to a portable reader.

Additionally, only e-books held by Saint Mary's are available for you to access. If another Novanet library owns an e-book that you want, you must visit that library in person to view the e-book. However, if a print copy of the e-book is available for loan, you can borrow the print copy instead.

It may be possible, however, to request delivery of a few pages of an e-book from another library, providing you happen to know the exact pages you need. You cannot, however, request delivery of a photocopy of an entire e-book, as this would violate copyright laws.


## E-books in Novanet

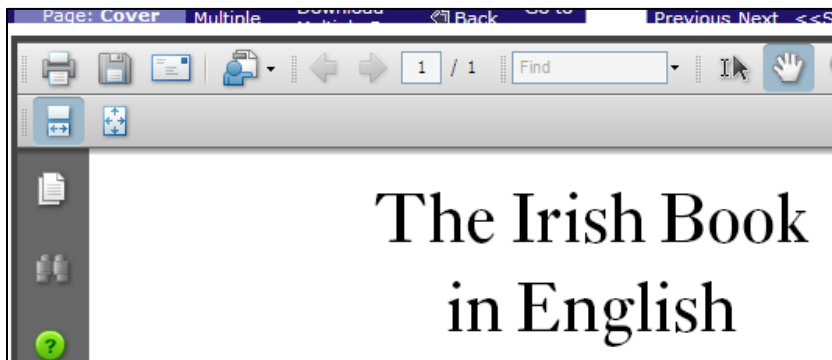
Accessing e-books in Novanet takes only a few clicks of the mouse. After you have found a record for an electronic book, view the location information for Saint Mary's, and then click "Check for Full Text". This will load the e-book in a new window in your browser:

1. Click on "Saint Mary's."

Sort:	Author	Title	Type	Year	Location
1	Gillespie, Raymond.	The Irish book in English, 1550-1800 [electronic resource] /	Book	2005	♦ Saint Mary's University Electronic Resources: Electronic book / Online

2. Click on "Check for Full Text" to access the book.

The Irish book in English, 1550-1800[electronic resource] /edited by Raymond Gillespie Oxford ; New York : Oxford University Press, 2005.	
<b>Location</b>	Saint Mary's University Electronic Resources ; Electronic book
<b>Electronic Location</b>	 <a href="#">Check for Full Text { Access restricted: SMU users only }</a>



3. Start reading!


## Limiting a Novanet Search to E-books

To search for e-books only, click the "Specific collections" tab and select "eBook Collection" before conducting your search.



# E-books in SMU WorldCat

E-books in SMU WorldCat are identified by this icon . Click on an e-book title to go to the record, and then click on [library.smu.ca](http://library.smu.ca) to load the book in your browser:

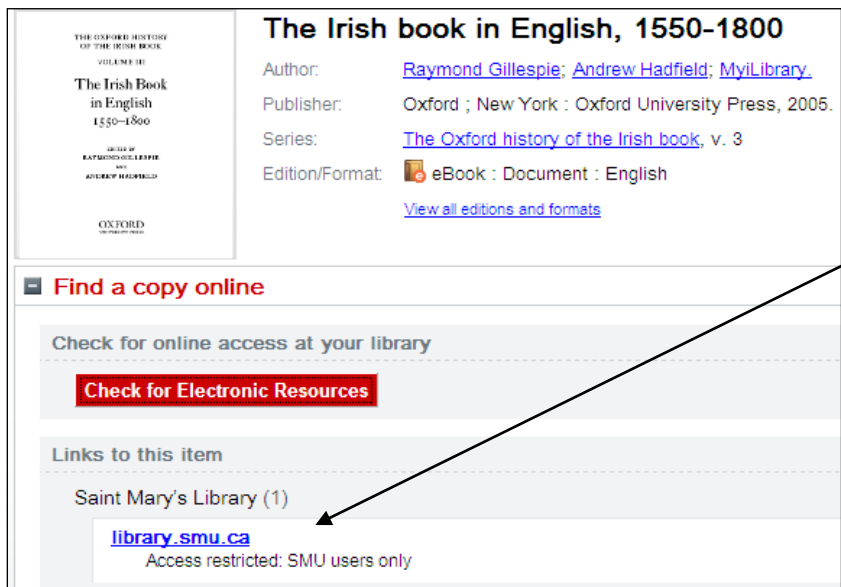


1. Click on the title to see the book's information.

e-book icon

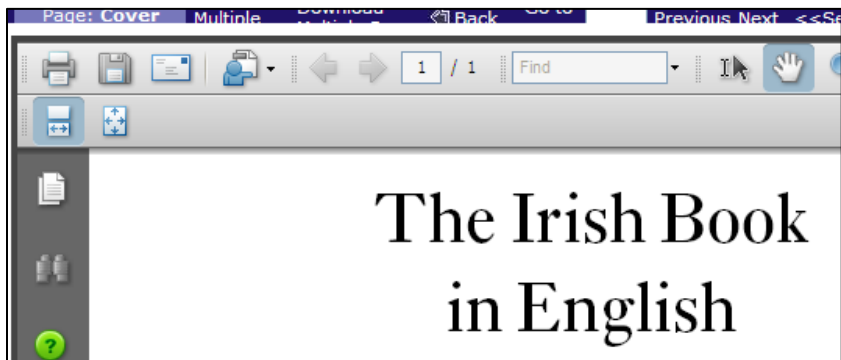
View all editions and formats (print, electronic, audio, etc.)

The screenshot shows a search result for "The Irish book in English, 1550-1800" by Raymond Gillespie and Andrew Hadfield. The result includes a small eBook icon, the title, authors, language, publisher, and a link to "View all editions and formats".



2. Click on [library.smu.ca](http://library.smu.ca)

The screenshot shows the detailed record for the book. It includes the title, author, publisher, series, and edition/format. A section titled "Find a copy online" contains a button for "Check for Electronic Resources". Below that, "Links to this item" lists "Saint Mary's Library (1)" with a link to [library.smu.ca](http://library.smu.ca) and a note that access is restricted to SMU users only.



3. Start reading!

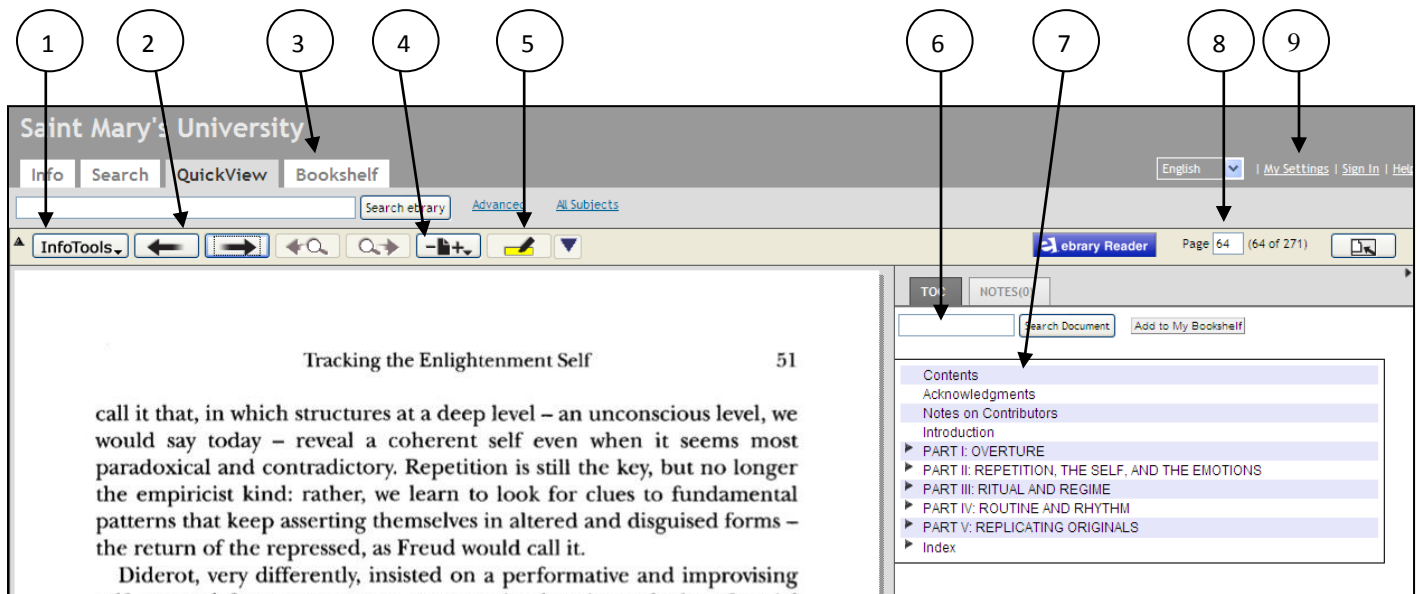
The screenshot shows a PDF viewer interface with a toolbar at the top and the title "The Irish Book in English" displayed prominently in the center.

## E-book Readers

Many e-books at Saint Mary's come from large e-book providers. This guide focuses on *MyLibrary* and *ebrary* (other major providers include *Wiley Online Library* and *SpringerLink*). Use the e-book's reader and search options to navigate the content of your e-book.

### The ebrary Reader

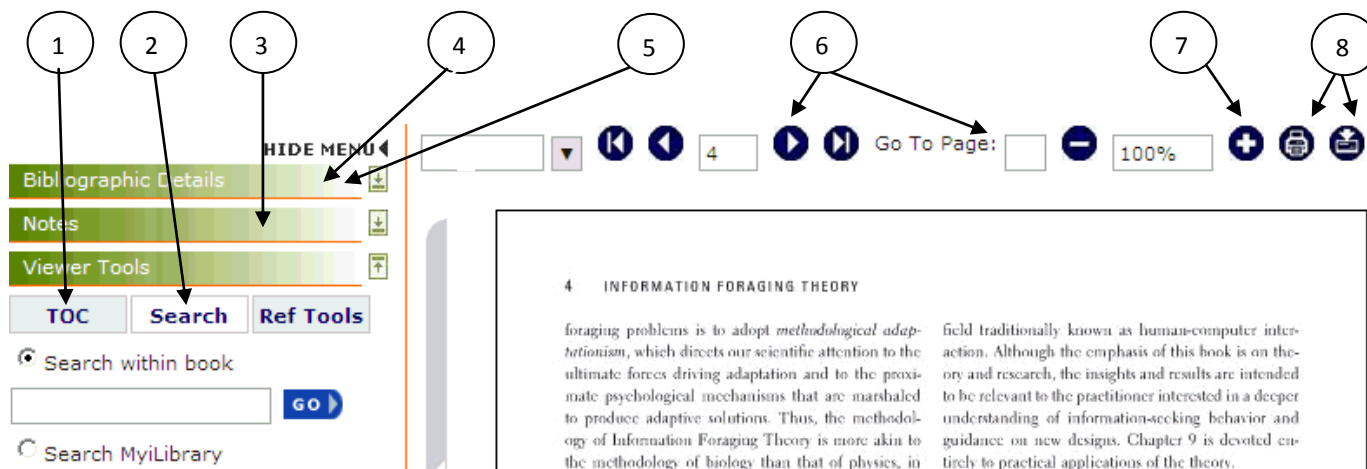
The text of a book in *ebrary* displays on the left-hand side of the screen. A browsable Table of Contents appears to the right of the text, and search and navigation tools are found at the top. Features such as your personalized bookshelf, which allows you to highlight and save text as well as make notes, require you to create an account (free).



1. Click "InfoTools" to copy or print selected text (*ebrary* will automatically generate a bibliographic citation that will accompany your copied or printed text).
2. Click the arrows to turn the page.
3. Click "Bookshelf" to set up or access a personal account.
4. Click here to increase or decrease the text size.
5. Click the highlighter to annotate the text and save it in your *ebrary* account (sign-in required).
6. Enter words into this box to search the text.
7. Click on chapter titles to go to a specific part of the text.
8. Enter a page number to go to a specific page in the book.
9. To export citation information to *RefWorks*, click "My Settings" and select "Show RefWorks buttons." A RefWorks link will be added under InfoTools. Click the RefWorks link to export bibliographic information.

## The MyiLibrary Reader

Although *MyiLibrary* looks slightly different from *ebrary*, its features are similar. Tools are found at the top of the screen, a browsable Table of Contents is on the left, and the text is on the right. You may need to set up an account (free) in order to use some of *MyiLibrary's* features.



1. Click on TOC to view chapter titles and a specific part of the text.
2. Use the "Search" to search within the text.
3. Click on "Notes" to add and save notes (you will need to create an account to use this feature).
4. Under "Bibliographic Details", click "Citation" to display citations for the book using popular citation styles (e.g., Chicago, MLA, APA, Harvard). *Note!* – Always double-check the accuracy of this information, as well as its adherence to your style format.
5. Under "Bibliographic Details", you can export citation information directly to RefWorks.
6. Enter a page number to jump to a specific page in the book. Or, click "Previous" and "Next" to turn pages.
7. Use the PDF viewer's magnification options to change the size of the text.
8. Click the "Print" or "Download" icons to print or copy portions of the text.

This guide describes how to search for and access e-books using Novanet and SMU WorldCat. To view and/or search within the Library's individual e-book databases, click on the E-Books link on the Library's homepage.



Patrick Power Library

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