

Getting started with ebooks

E-books are on-screen versions of printed books that are available any time from any computer with Internet access. Our largest collection is provided by Ebook Central and contains academic texts on a range of subjects. We also have access to collections of e-books (many of which are on reading lists) from other suppliers such as Credo, EBSCO, JISC Historical Texts and Oxford Scholarship Online amongst others.

There are a number of ways to find out what's in the Library's e-books, but the Discovery search is a good place to start: www.port.ac.uk/library. We recommend this because in many cases this will enable you to search the full text of the e-book rather than just information from the description of the e-book e.g. title, author, publisher etc.

You can identify e-books in your search results by the note **electronic resource** below the title, and **electronic books** in the shelfmark field.

You can narrow down to e-books only by selecting **Electronic Books** under **Source Types**.

The screenshot shows the Discovery search results page. At the top, there is a search bar with the text 'research methods' and a search button. Below the search bar, it says 'Search Results: 1 - 20 of 16,229,174'. The first result is 'Research methods [electronic resource] : the basics / Nicholas Walliman.' It includes a small image of the book cover, the author's name, and a table with columns for Location, Shelfmark, and Status. The location is 'ONLINE RESOURCES', the shelfmark is 'ELECTRONIC BOOKS', and the status is 'Available'. The second result is 'Research methods : a concise introduction to research in management and business consultancy / by David Crowther & Geoff Lancaster.' It also includes a small image, author name, and a table with columns for Location, Shelfmark, and Status. The location is 'UNIVERSITY LIBRARY', the shelfmark is '658.0072/CRO', and the status is 'Available'. The third result is 'Research methods / Patrick McNeill and Steve Chapman.' It includes a small image, author name, and a table with columns for Location, Shelfmark, and Status. The location is 'UNIVERSITY LIBRARY', the shelfmark is '658.0072/CRO', and the status is 'Available'. On the right side of the page, there are additional resources and related images.

The process for accessing e-books from each collection can appear slightly different depending on what you're accessing, where from, and on what device. With all collections, you'll need to log in using your university username and password. In order to use e-books, you may need to use software such as Adobe Reader or install a plugin via your browser.

There are guides for each of the major e-book suppliers (available from the [Library Guides](#) link on the Library homepage) and staff are happy to help if you experience any difficulties.

Why use e-books?

We target our purchase of individual e-books to ensure that wherever possible, copies of the most in-demand texts, and those on reading lists, are available electronically. This makes it easier for you to get access to material recommended by your lecturers, even when all our print copies are on loan or you can't get to the Library building.

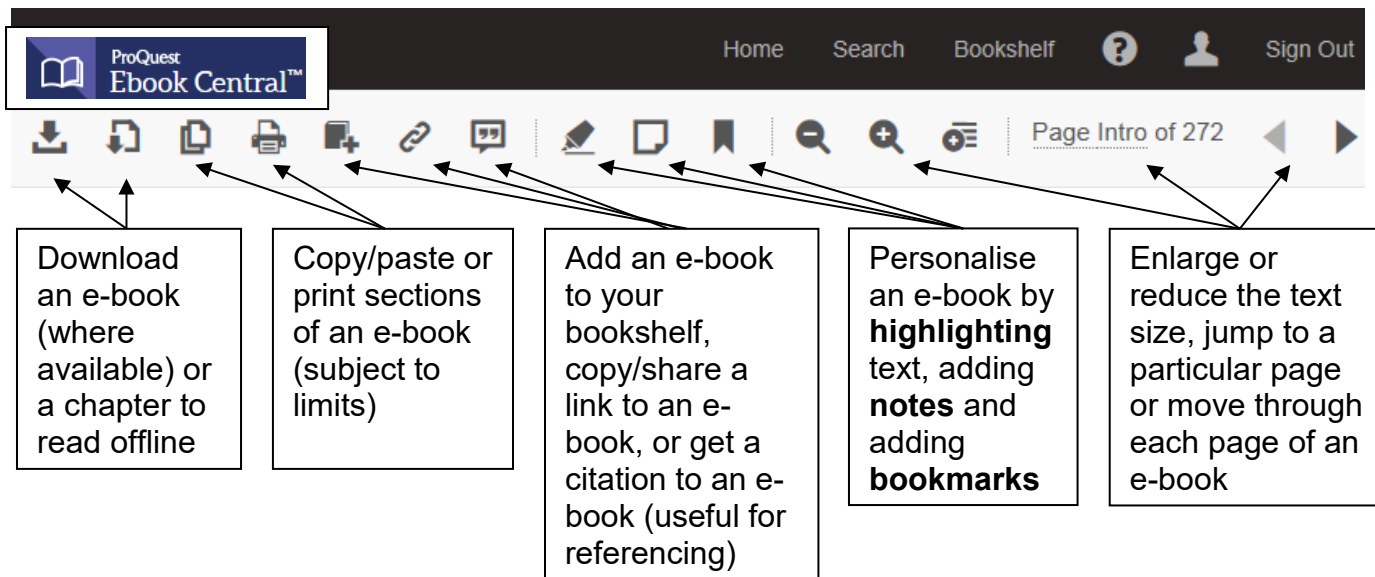
We are also investing in patron-driven acquisition, whereby potentially useful titles are loaded into the Library catalogue and only paid for if they are used. You won't know if you

are buying a new e-book or accessing one of our existing titles – what matters is that you have information delivered to your desktop when you need it.

Additional features

E-books aren't just for reading online! Although extra features vary between suppliers, most will let you download or print sections you need (up to the legal copyright limit or agreed under the license with the publisher), let you highlight sections and even make notes on the text which you can refer to later.

The features on Ebook Central (below) are typical.



Accessing individual e-book collections

If you want to access an individual e-book collection, go to the Library homepage: www.port.ac.uk/library and click on the Using Resources menu. On the drop down menu, click on the Electronic Books link and you will see our major e-book collections listed. Click on the link to access the e-book collection.