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Steps to Access:

- 1. Start at the PC Library homepage (www.phoenixcollege.edu/library).
- 2. Select "eBooks" from the library quick links menu.
- 3. Select ebrary.

Access from Off-Campus

If you have a Blackboard account, you can now simply click on "**Log in through Blackboard**" at the remote access webpage to access Phoenix College databases, like ebrary.

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- Make sure cookies are enabled in your web browser.
- Configure any firewall/browser software to allow "*.ebrary.com" as a trusted site.
- Turn off any accelerator software (NetZero High Speed, etc).
- Ask a librarian for help (602-285-7470).

Search

1. Enter the word or phrase that you want to search for in the text box located at the top of every page and click <u>Search ebrary</u>. You can narrow your search by

selecting one or more of the subjects listed about the search results.

- 2. If you want to search for an **exact phrase**, enclose it in quotation marks. For example, "climate change."
- 3. To refine your search, click on the <u>Advanced</u> search. Then, click the \blacksquare \Box buttons to use the advanced search features to focus your results.

View

By default, results are presented by Book Rank - - the most relevant books are listed first. Use the **BOOK RANK CHAPTER RANK** tab to change your results list from Book Rank to Chapter Rank, which contains the Top 20 Chapters related to your search.

QuickView allows you to read a book or chapter without downloading the ebrary Reader. Click the title of a document or chapter, and use the buttons on the toolbar to navigate through the ebook.



- A. To use entire window to view pages. (Click the triangle again to show the tabs.)
- B. Tools to copy/paste, print book pages, and expand search out to the Web.
- C. Turn pages, both previous and next.
- D. Jump to previous or next highlighted selection (usually your search words).
- E. Page magnification.
- F. Yellow highlighter to **highlight** sections of the book. You must sign in (upper right-hand corner) to use this feature.

Click the **L** tab to see which chapters contain your search word(s). Click a chapter title to start reading the chapter.

Citing an Ebook

MLA citation style:

- Author (last name, first). *Title of Book*. Place of Publication: Publisher, Year of Publication. *Name of Database*. Medium of publication consulted. Date accessed (day month year).
- Zedillo, Ernesto. *Global Warming: Looking Beyond Kyoto*. Washington, D.C.: Brookings Institution Press, 2007. *ebrary*. Web. 20 Aug. 2009.