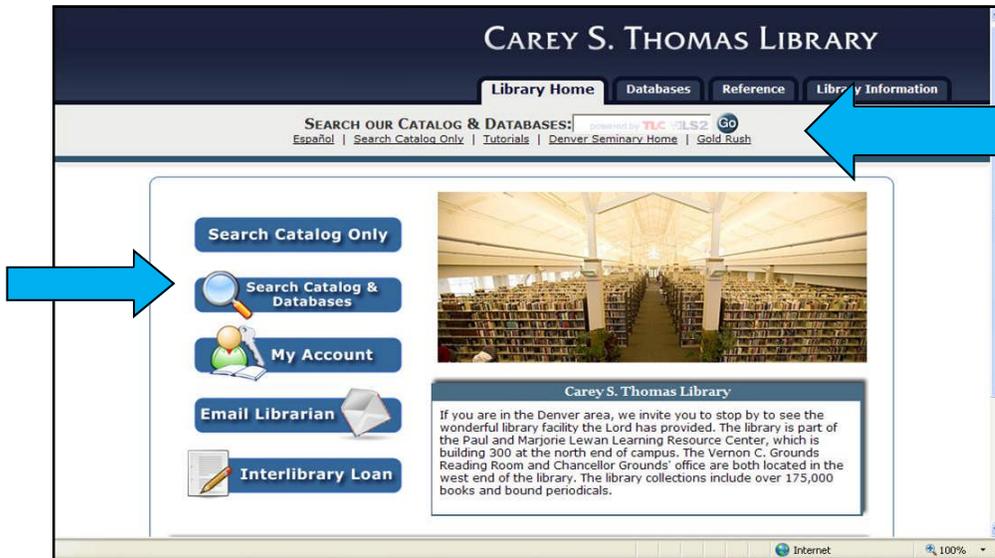


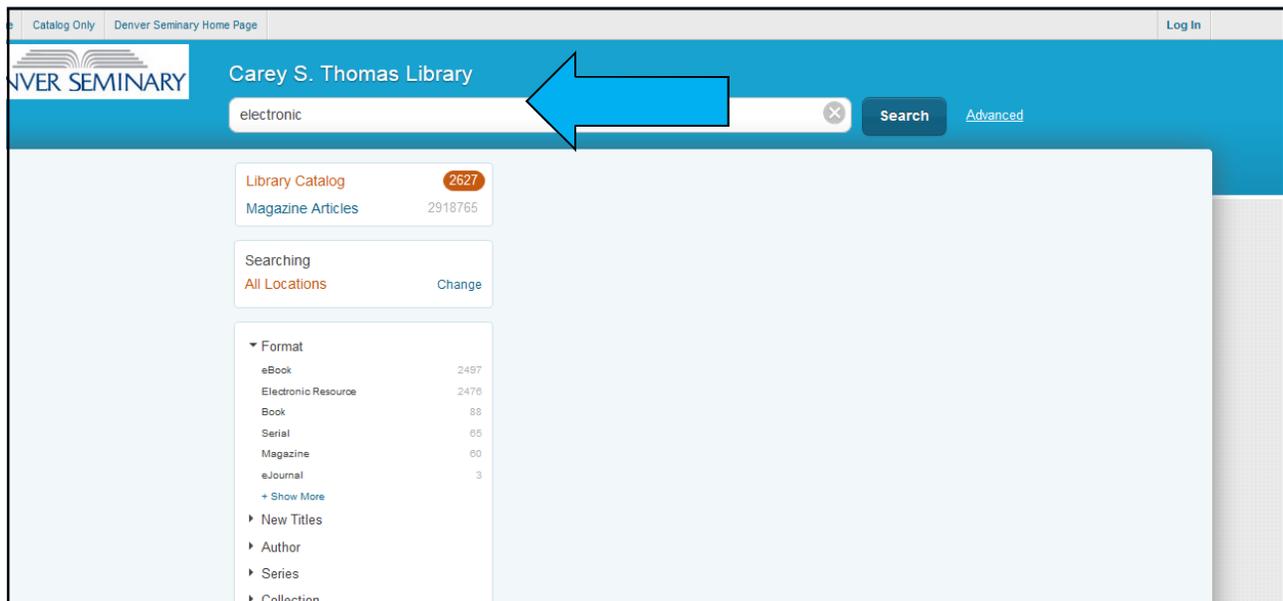
EBook Tutorial

For additional help, please check our EBook page at <http://www.denverseminary.edu/e-books/>

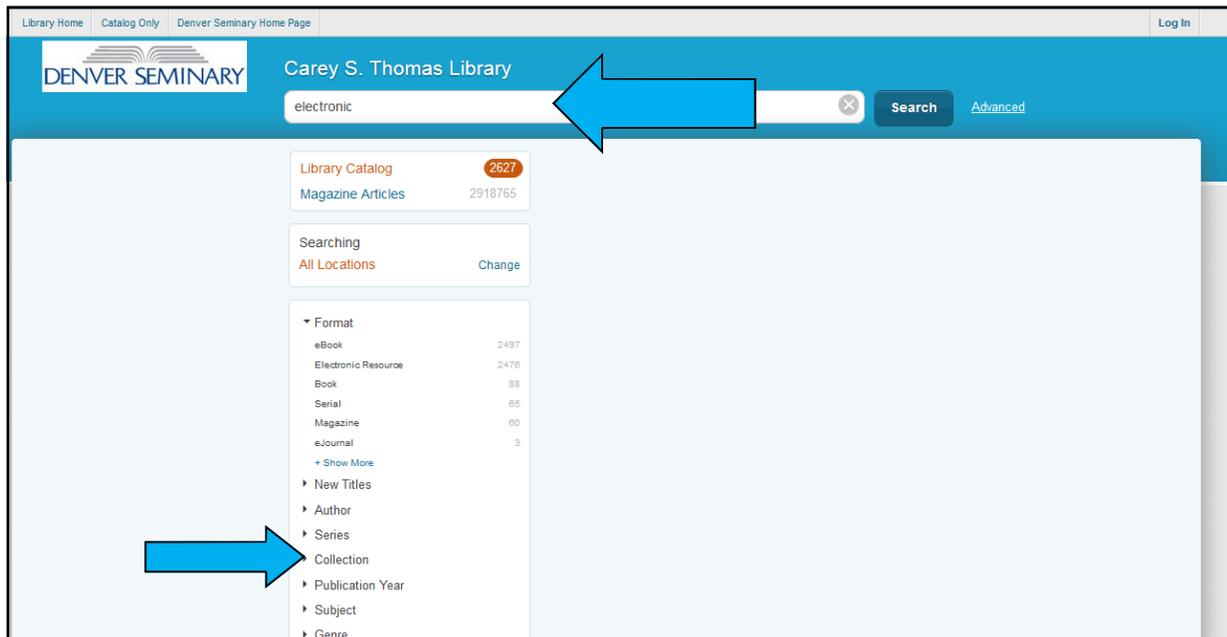


<http://www.youseemore.com/denverseminary/>

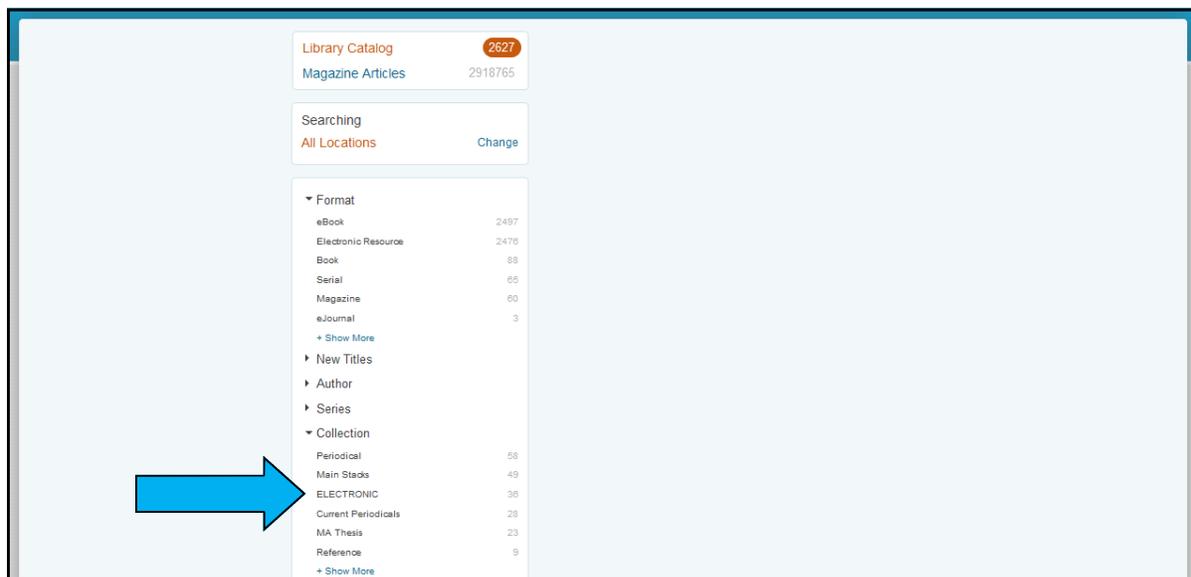
To search for EBooks in the catalog, enter 'electronic' in the search box at the top of the screen or, alternately, click on the "Search Catalog & Databases" button and then enter 'electronic' in the search box on the following search screen. You can also link directly to [OverDrive](http://denverseminary.lib.overdrive.com) (<http://denverseminary.lib.overdrive.com>) or [EBSCO](http://search.ebscohost.com/login.aspx?authtype=ip,uid&profile=ehost&defaultdb=nlebk) (<http://search.ebscohost.com/login.aspx?authtype=ip,uid&profile=ehost&defaultdb=nlebk>) without going through the catalog to access our EBooks.



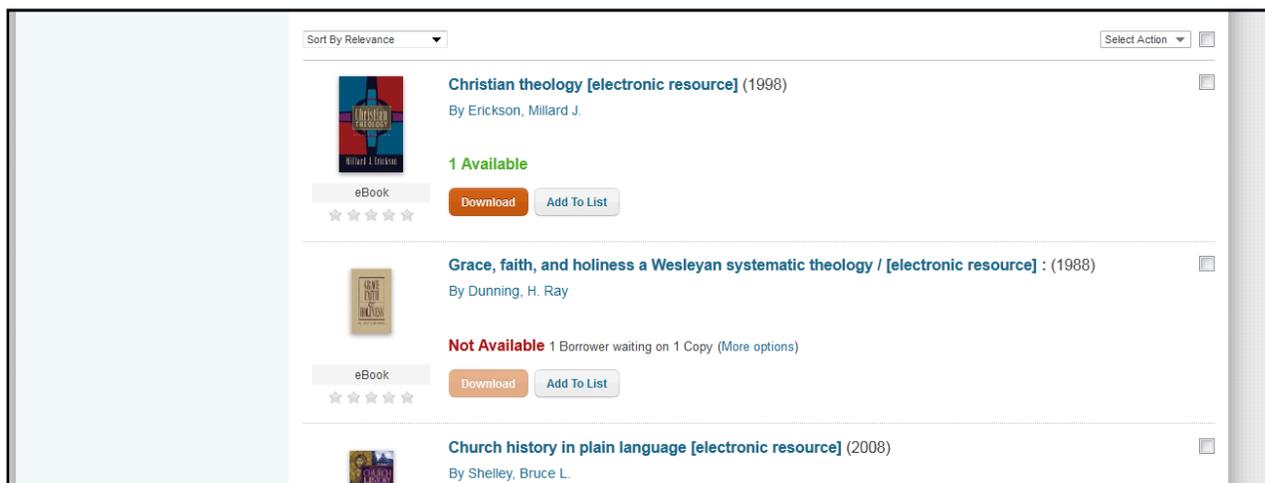
The resulting search set indicates the number of items in the catalog that meet the search criterion 'electronic.' In the example below, the initial results set contains 2627 items. Next, click on the **Collection** link to refine your search.



Under Collection, click on **'ELECTRONIC'** to narrow the search to Electronic Books.



The library's eBooks are now listed in the search results on your screen. For OverDrive eBooks, you also have the ability to see the availability of the items on this screen. Our EBSCO eBooks are discussed later in this tutorial. In the example below, the eBook, Christian Theology, is available and there is a direct link to OverDrive through the Download button. The eBook, Grace, Faith and Holiness is not available and a note indicates that 1 patron already has a hold on it. The link to More Options will take you to the OverDrive website where you have the ability to place a hold on it as well. Note: only Denver Seminary students may download or place holds on our OverDrive eBooks.



Clicking on the Download button for an available OverDrive eBook, will take you to the record on the OverDrive website. In the example below, clicking the Borrow button will take you to the sign-in page, if you are not already signed in.

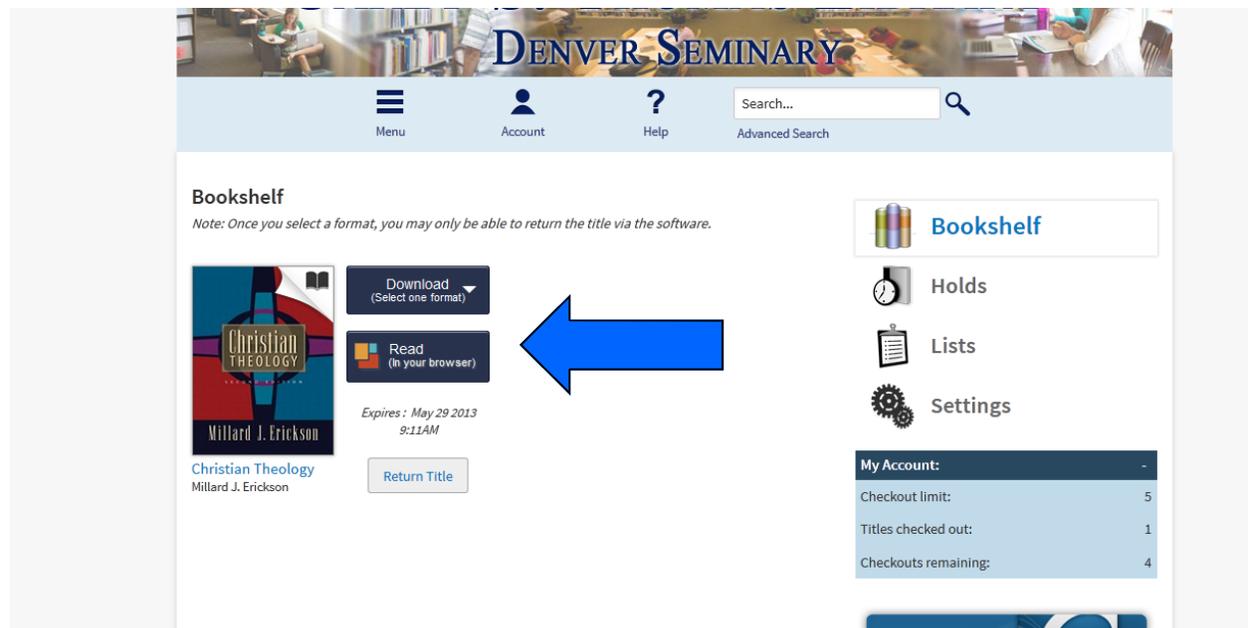


(Note: only Denver Seminary students may download OverDrive eBooks.) Sign in (using your library barcode and PIN) on the OverDrive website is required. Enter the entire 14 digit library barcode from your ID card in the Library card number box and your personal PIN in the PIN box. Then click the Sign In button. If you don't remember your sign in information, contact the library (by email: library@denverseminary.edu or phone: 303-762-6962.) You also have the option to save your sign in information.

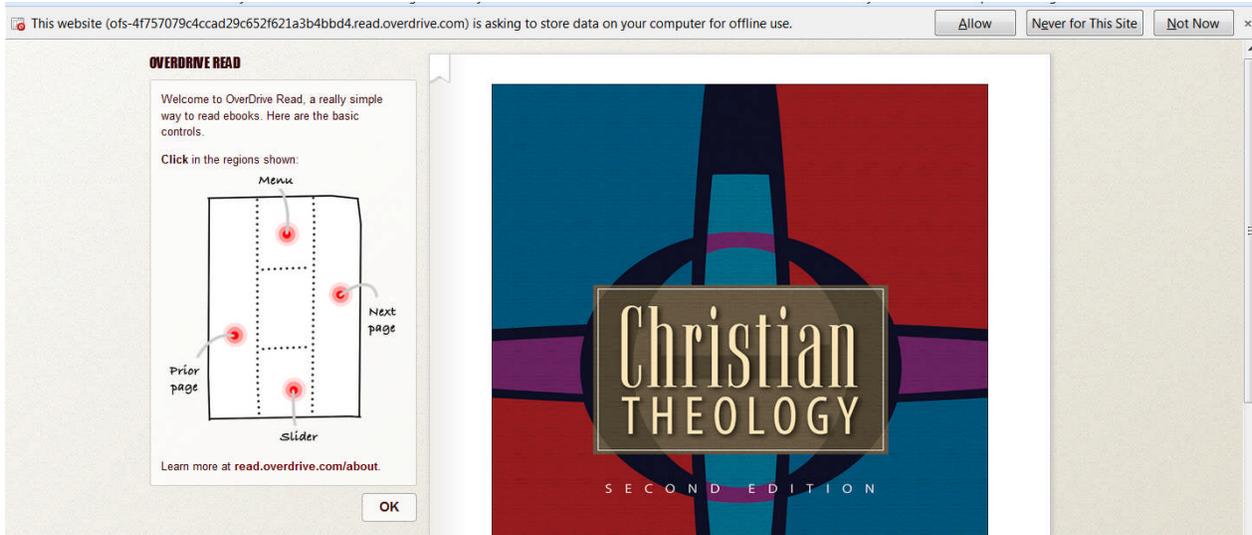


After you sign in, you will be at the checkout page. You have the option of using the OverDrive Reader to read the book in your browser. To choose this option, click on the READ button

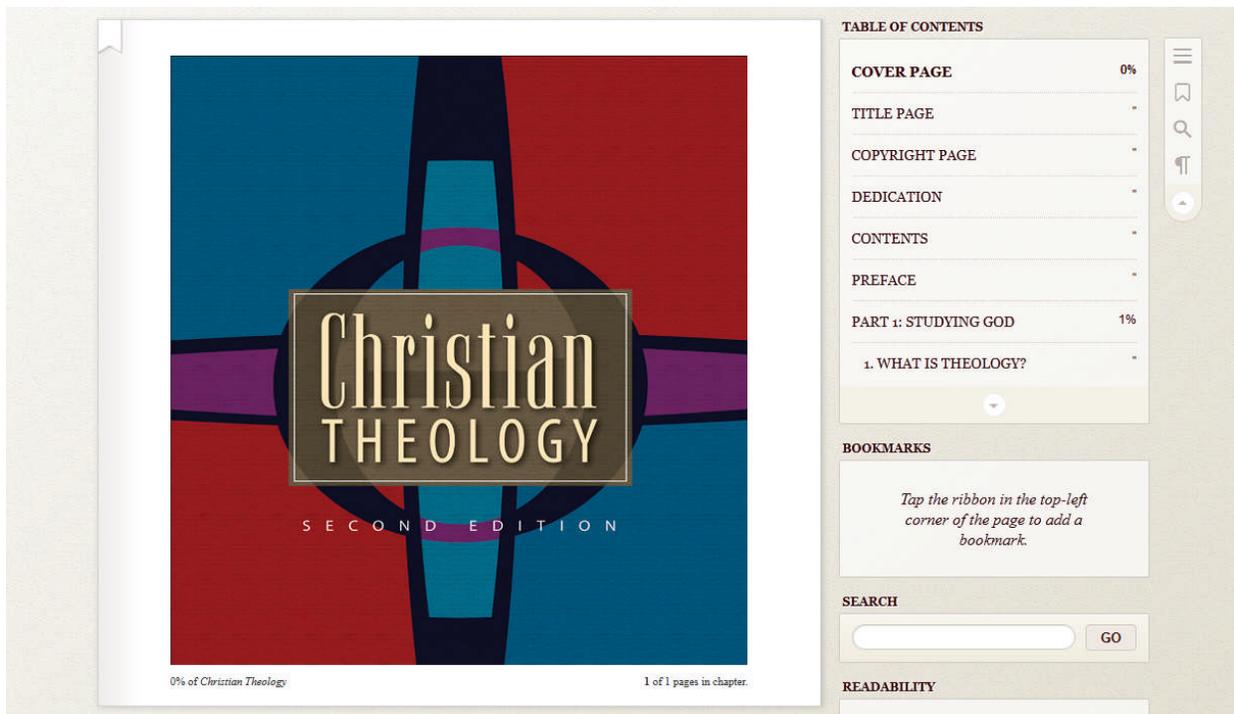
OVERDRIVE READ EXAMPLE



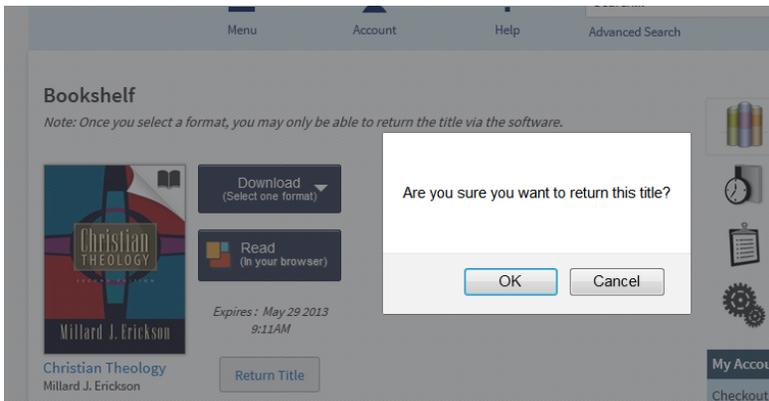
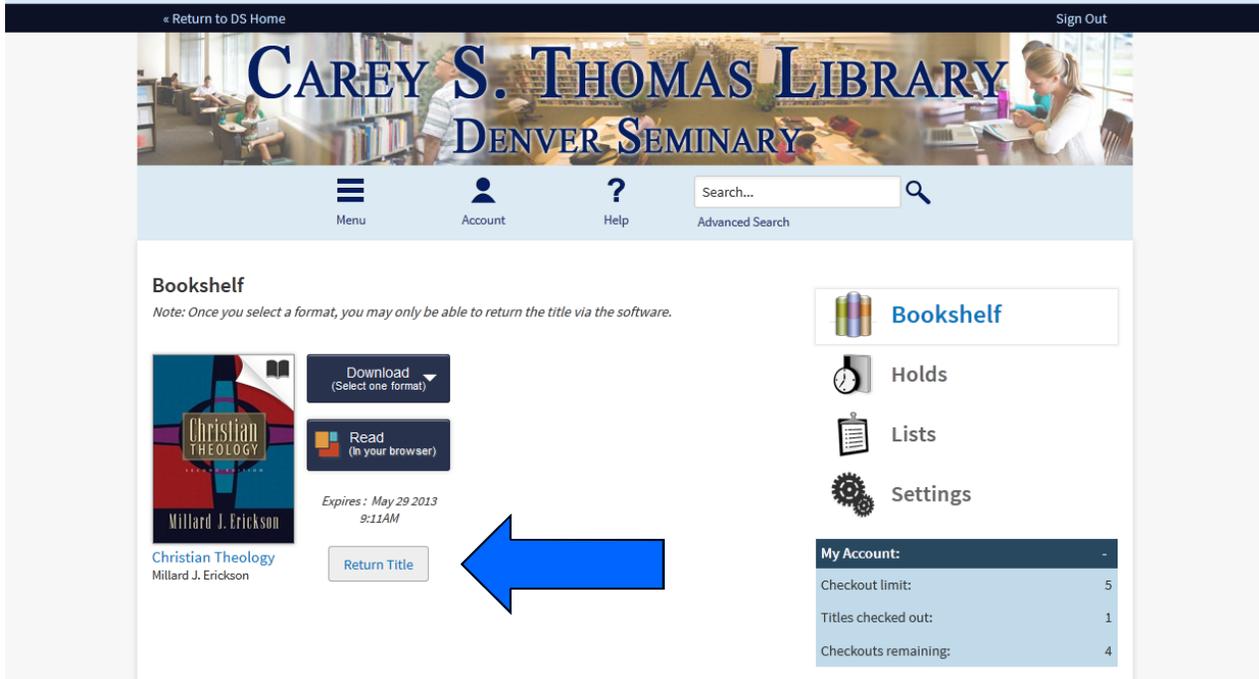
The book will open in the OverDrive Reader. Instructions for the Reader will appear in a sidebar on the left. Clicking OK will remove it. Depending on the browser you are using, you may also see a message at the top asking if you want to allow the download. Choose Allow if you wish to proceed.



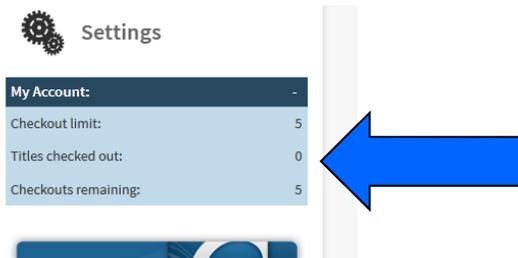
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If you have checked out the book using OverDrive Read, you may return it before the expiration date by click on the Return Title button in your account on the OverDrive website.



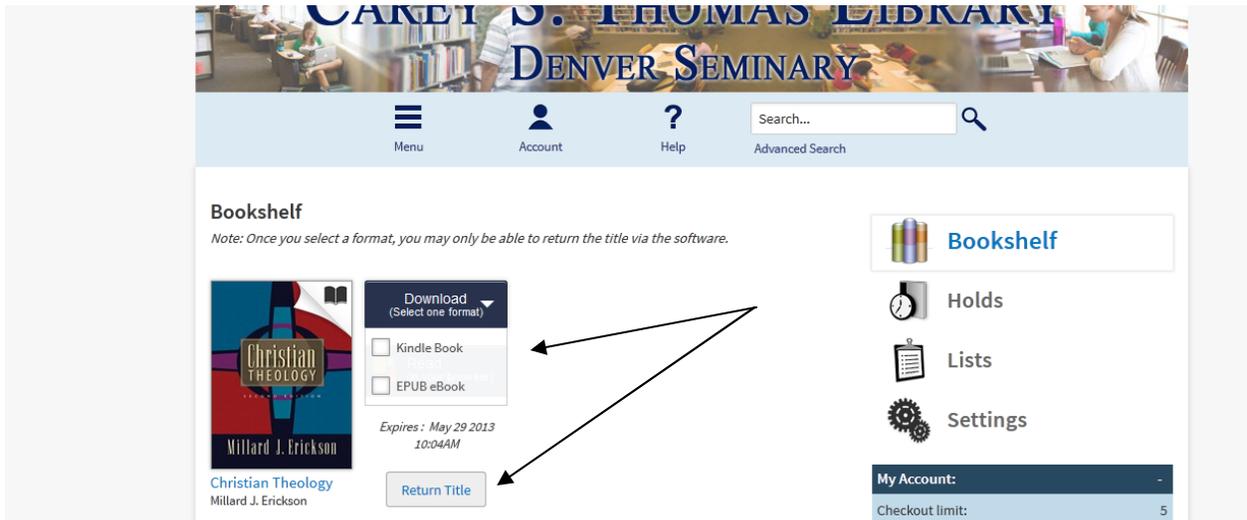
Click the OK button in the popup screen to confirm your decision to return the book.



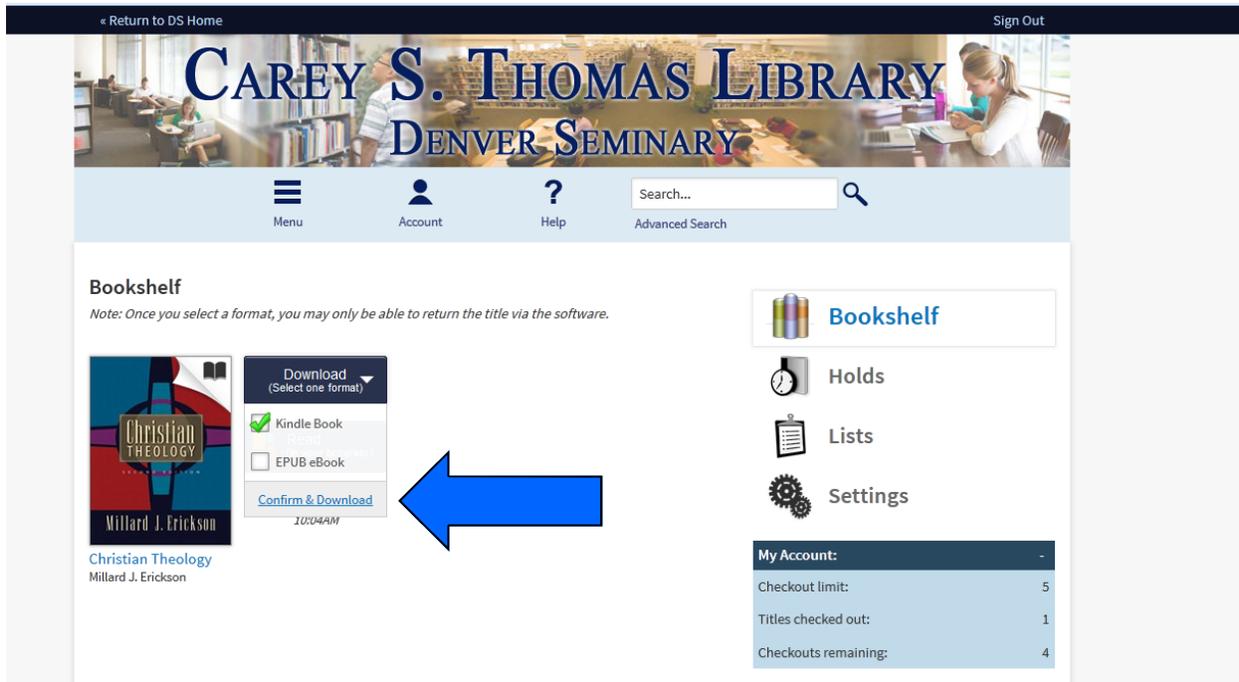
Once you've returned the book, you can see that it is no longer checked out in the My Account sidebar.

OVERDRIVE KINDLE EXAMPLE

At the checkout screen (assuming you have already clicked the Borrow button, and have signed in—as shown above) You will be at the Download screen. Choose the Download option and you will see the format options in the dropdown popup. If you decide you do not want to check it out, just click the Return Title button.



After you click in the Kindle Book check box, you will be asked to confirm the checkout. Click on the link to check out the Kindle format of the book.



After you confirm the check out, you are taken to the Amazon.com Download page. **Note that you must have a personal Amazon Account to download Kindle eBooks.** If you are not already signed in on Amazon, you will be prompted to do so. Once logged in, you have the ability to download the eBook (Get library book button) to any device or pc registered to your personal Amazon account. You also have the ability to immediately return the book. You may also return a library Kindle eBook earlier than the one week loan period by accessing the ‘Manage Your Kindle’ section of your Amazon account.

The screenshot shows the Amazon Kindle Store interface. At the top, there's the Amazon logo and navigation links like 'Today's Deals', 'Gift Cards', 'Sell', and 'Help'. A search bar is visible with 'Kindle Store' selected. Below the search bar, there are navigation links for 'Kindle Store', 'Buy A Kindle', 'Free Reading Apps', 'Kindle eBooks', 'Kindle Singles', 'Newsstand', 'Popular Games', 'Accessories', 'Discussions', 'Manage Your Kindle', and 'Kindle Support'. The main content area features a section titled 'Get Your Digital Library Loan'. On the left is the book cover for 'Christian Theology' by Millard J. Erickson. To the right of the cover, the book title and author are listed. Below this, there are two bullet points: 'Digital library books require an active Wi-Fi connection for wireless delivery to a Kindle device. Library books will not be delivered via your Kindle's 3G connection.' and 'Kindle automatically backs up all of your notes and highlights. If you choose to purchase the book at a later date from the Kindle Store or check it out again, all your notes and highlights will be preserved.' An 'Expiration Date: May 14, 2013' is displayed. A text box explains that users can end their loan early by visiting 'Manage Your Kindle' and choosing 'Return This Book'. A 'Return Book' button is provided. Below the text box, there are 5 stars and '(65 customer reviews)'. Further down, two more bullet points are listed: 'Length: 1313 pages (Contains Real Page Numbers)' and 'Don't have a Kindle? Get your Kindle here.' On the right side of the page, there are two green callout boxes. The top one says 'You are signed in as [redacted]' and has a 'Get library book' button. The bottom one says 'Read books on your computer or other mobile devices with our FREE Kindle Reading Apps.' At the bottom of the page, there's a 'Your Recent History' section and a page number 'Page 1 of 10'.

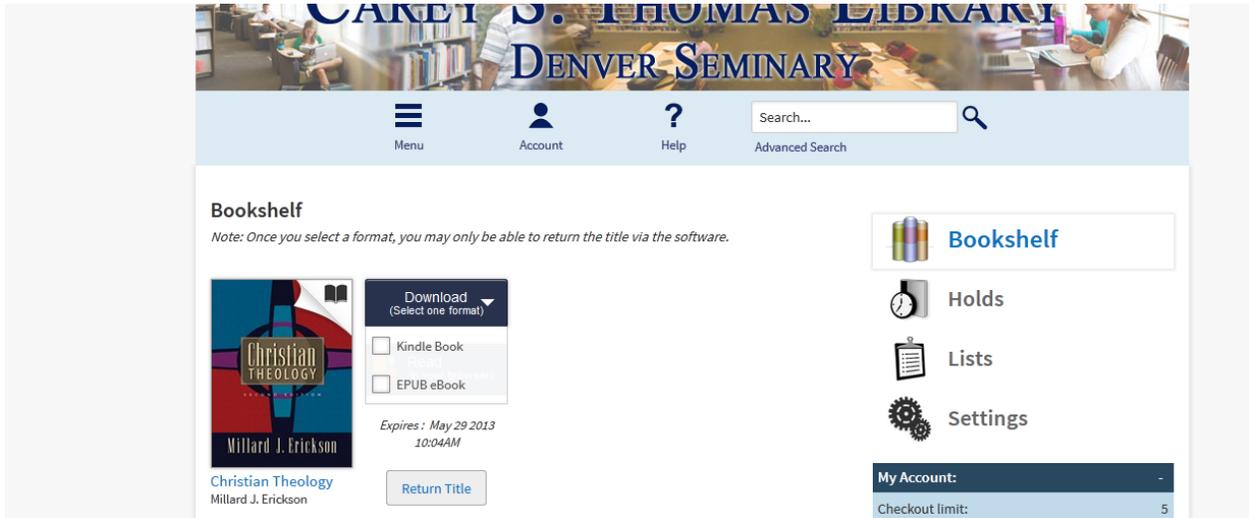
OVERDRIVE EPUB EXAMPLE

As in the examples above, run the same search in the catalog and choose an available OverDrive eBook to download.

The screenshot shows the OverDrive catalog search results. At the top, there's a 'Sort By Relevance' dropdown and a 'Select Action' dropdown. The results are listed as follows:

- Christian theology [electronic resource] (1998)** by Erickson, Millard J. This item is '1 Available'. It has a book cover, a star rating, and buttons for 'Download' and 'Add To List'.
- Grace, faith, and holiness a Wesleyan systematic theology / [electronic resource] : (1988)** by Dunning, H. Ray. This item is 'Not Available' with '1 Borrower waiting on 1 Copy (More options)'. It has a book cover, a star rating, and buttons for 'Download' and 'Add To List'.
- Church history in plain language [electronic resource] (2008)** by Shelley, Bruce L. This item is partially visible at the bottom of the page.

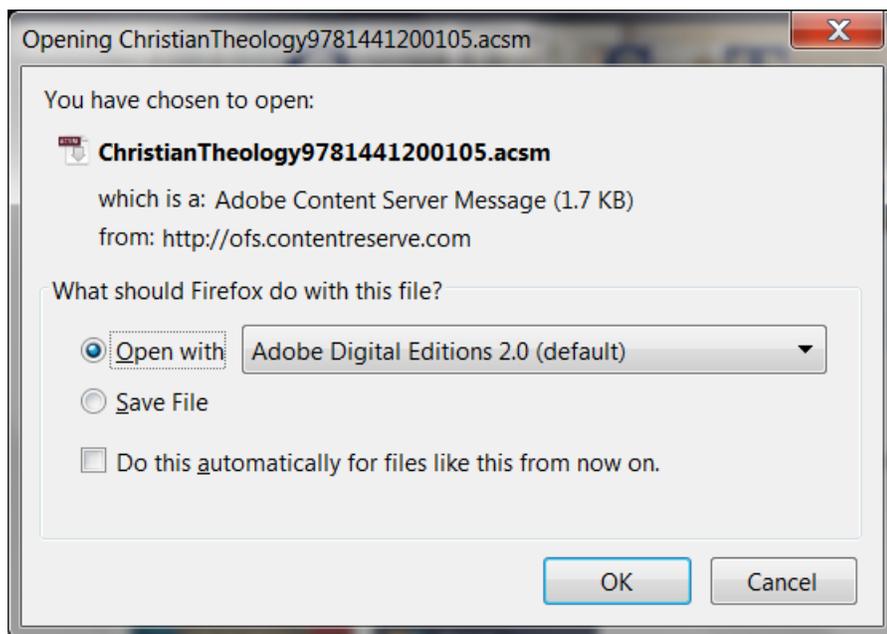
At the checkout screen (assuming you have already clicked the Borrow button, and are signed in—as shown above) You will be at the Download screen. Choose the Download option and you will see the format options in the dropdown popup. If you decide you do not want to check it out, just click the Return Title button.



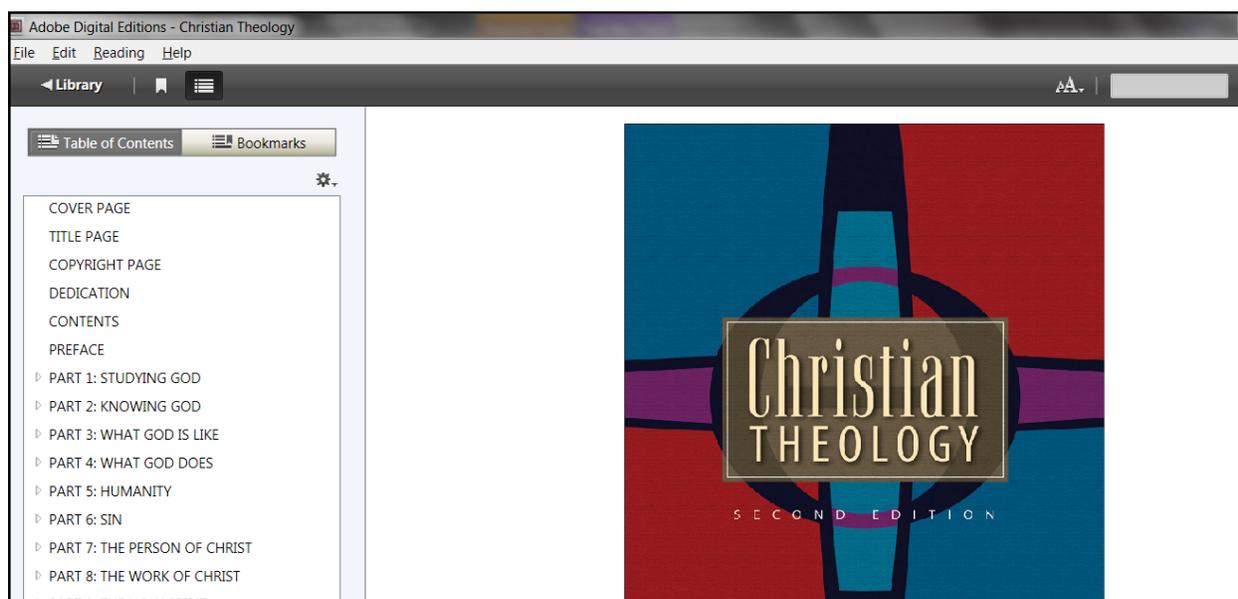
After you click in the EPUB Book check box, you will be asked to confirm the checkout. Click on the link to download the EPUB format of the book.



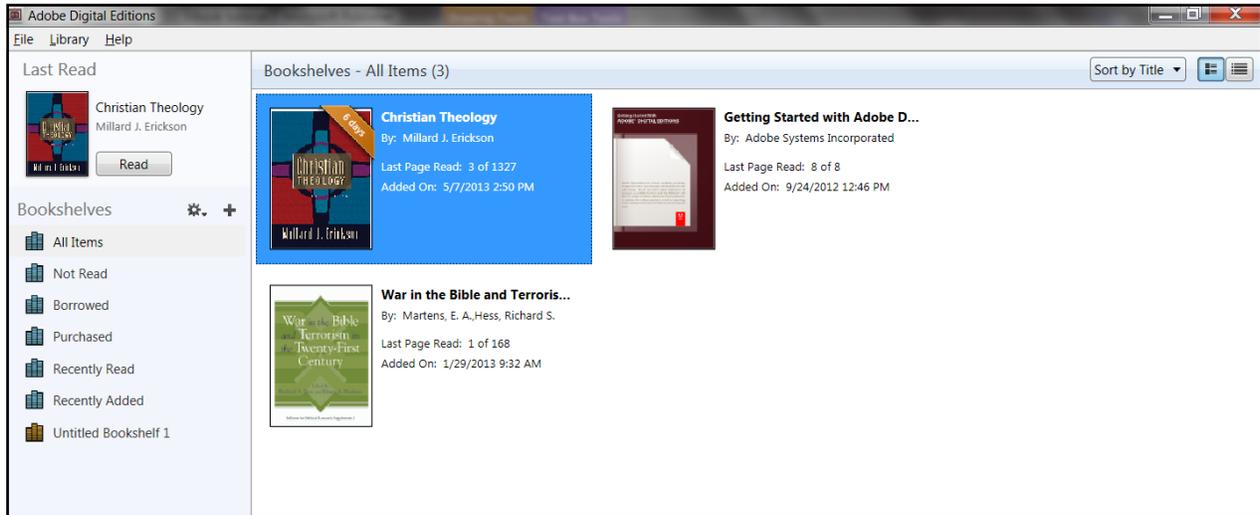
After you confirm the check out, you will see an Adobe Digital Editions screen. In this Example, the eBook format we have chosen is Adobe EPUB so there is a OK button to click to open the book. **Note that you must have Adobe Digital Editions installed on your pc or tablet to view EPub documents.** If you do not have Adobe Digital Editions installed and a personal Adobe account, you may set them up by clicking on the link provided to download the software.



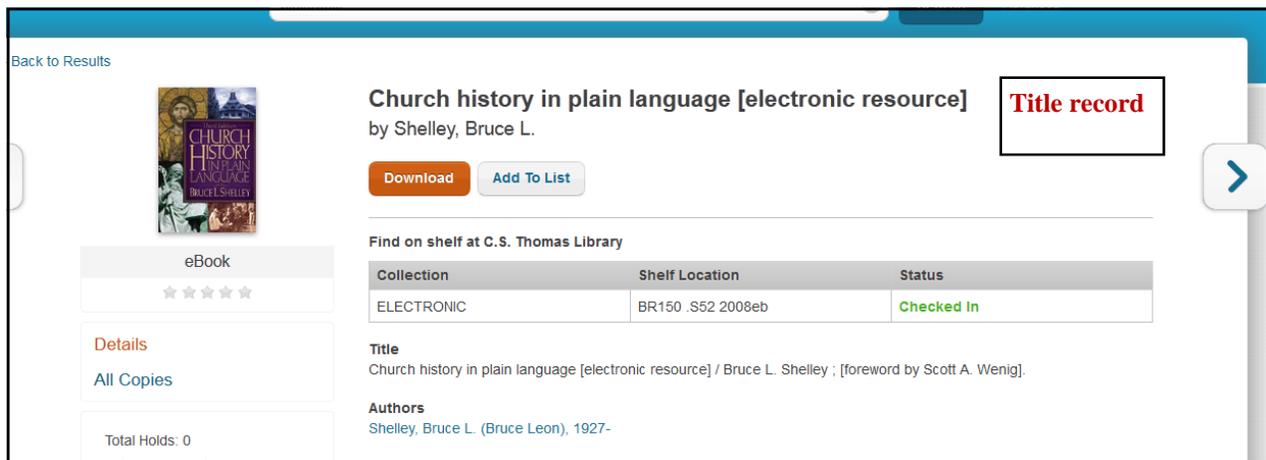
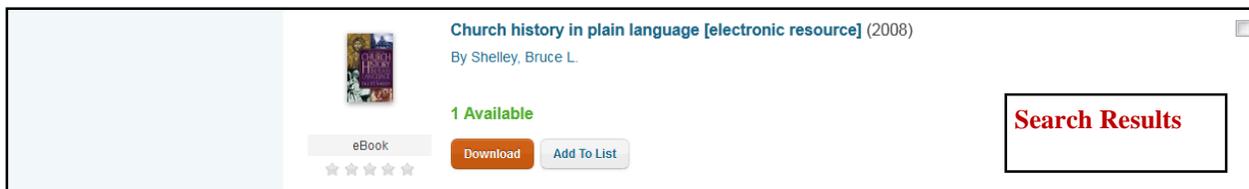
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Note: Currently, the availability of OverDrive EBooks only appears at the full search results list screen of the catalog. Unfortunately, the availability details do not appear in the individual title records. We hope this feature will be available in the future. Look at the screenshots below and compare the search screen details for Church History in Plain Language (top) which includes the availability information with the title record (bottom) which does not - and even shows (misleadingly) a checked in status.. Both views have a download button which links directly to OverDrive. The download button will be grayed out if the title is not available.



EBSCO EBOOKS EXAMPLE

EBSCO Ebooks will also be listed in the library catalog search results but availability will not be shown. Instead, they will be shown as Downloadable. In the example below, the EBooks Acts and Matthew are EBSCO books and are shown as Downloadable, but the number of copies and their availability is not indicated. (Note that the EBook Revelation is an OverDrive EBook and availability is shown.)

The screenshot displays three search results for eBooks. Each result includes a book cover, title, author, series, and a 'Downloadable' status. The 'Acts' and 'Matthew' results show a 'Download' button and an 'Add To List' button, along with a star rating. The 'Revelation' result shows '1 Available' in green text, indicating it is an OverDrive EBook.

Title	Author	Series	Availability
Acts [electronic resource] (2007)	By Bock, Darrell L.	Series: Baker Exegetical Commentary On The New Testament.	Downloadable
Matthew [electronic resource] (2008)	By Turner, David L.	Series: Baker Exegetical Commentary On The New Testament.	Downloadable
Revelation [electronic resource] (2002)	By Osborne, Grant R.	Series: Baker Exegetical Commentary On The New Testament.	1 Available

When you click the download button for an EBSCO EBook, you will be taken to the EBSCOhost site where you are able to read the book online or download the book. If you are a Denver Seminary student accessing EBSCOhost from off campus, you will need to use the EBSCOhost database passwords. The list of passwords can be found in your My Densem account. For further assistance, contact the library at 303-762-6962 or send an email to library@denverseminary.edu.

The screenshot shows the EBSCOhost search results page for the book 'James'. The search criteria are 'AN 477229'. The detailed record for 'James' is displayed, including the author (McCartney, Dan), publication information (Baker Academic, 2009), description (eBook), categories (RELIGION / Biblical Studies / Paul's Letters), related ISBNs (9780801026768, 9781441258014), and accession number (477229). The book cover for 'James' is also visible.

Search criteria: AN 477229

Result: James

Authors: McCartney, Dan

Publication Information: In Baker Exegetical Commentary on the New Testament. Grand Rapids, Mich : Baker Academic, 2009

Description: eBook.

Categories: RELIGION / Biblical Studies / Paul's Letters

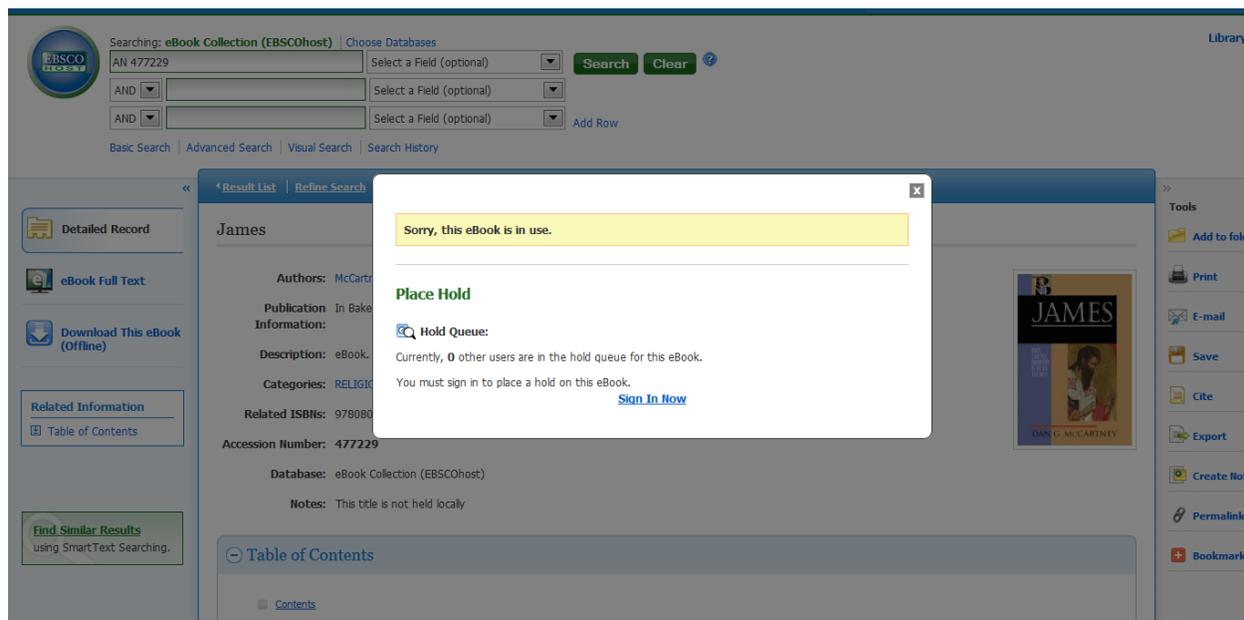
Related ISBNs: 9780801026768, 9781441258014.

Accession Number: 477229

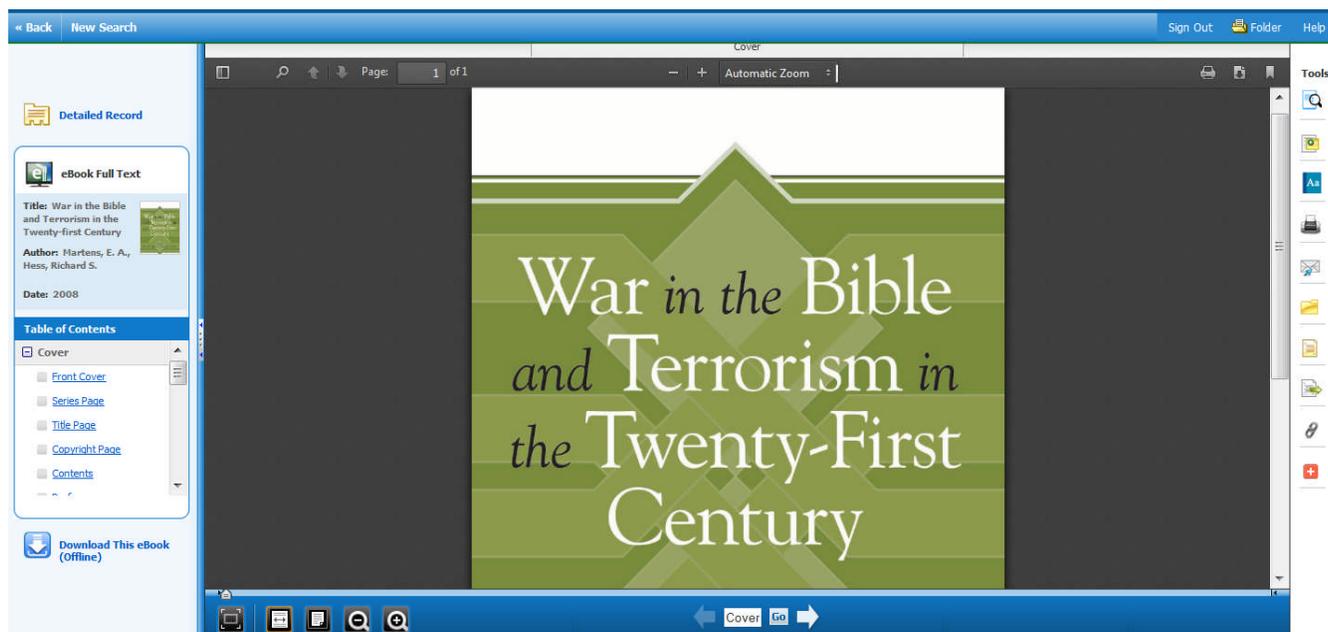
Database: eBook Collection (EBSCOhost)

Notes: This title is not held locally

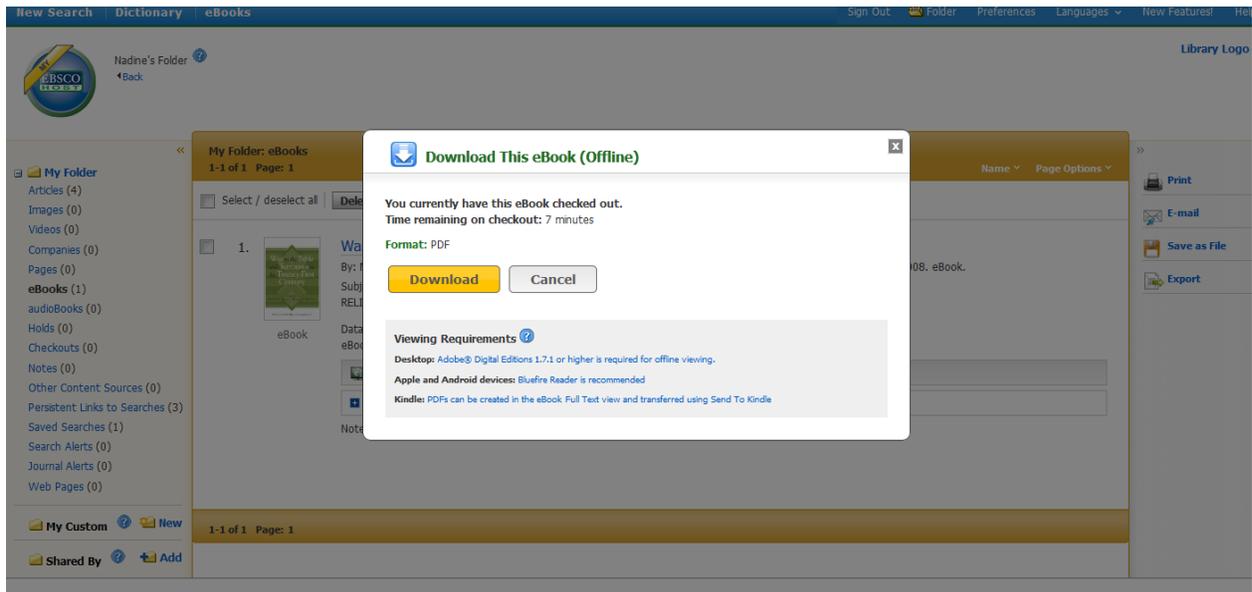
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