

They're like actual books— except not as heavy and requiring more electricity.
But it's those qualities that make them perfect for research.

Here's how to get the most out of them.

Search for an e-Book: Either in the catalog or in NetLibrary

In the Catalog:

1. On the Library's webpage, select the "Find Books, Films, Music..." link.
2. Select the graphic for Archway, which is the name of our catalog. This should take you to a different page.
3. Select how you want to search— by Keyword, Exact Title, Author, Author and Title, or Subject.
4. If a search response is available in e-book format, "[Electronic Resource]" will follow the title, and the call number will be listed as "NetLibrary Electronic Book."

In NetLibrary:

1. On the College Library webpage, select "Find Articles"
2. Select the NetLibrary logo link (on the right side of the graphic). That should take you to the NetLibrary home page.
3. Enter your V number and last name, if prompted (if you're on campus, you won't need to do this)
4. Search NetLibrary for the book you want in the same manner in which you'd search the catalog.

Search within an e-Book: Find terms within a particular text

1. Make sure that you have already selected an e-Book by clicking on "View this e-Book" in the search results.
2. In the frame to your left, select the "Search" tab.
3. Enter the term you want searched in the "Search this E-Content" field.



Look Up Words in the Dictionary: without having to put the book down!

1. Make sure that you have already selected an e-Book by clicking on "View this e-Book" in the search results.
2. In the left-side frame, select the "Dictionary" tab.
3. Type in the word you want defined, **or** highlight the word from the text, **right-click** on it, and select "Look Up in the Dictionary."

Write Notes in the Margins: and save them to be accessed later!

1. This requires a subscription to a free NetLibrary account. On the NetLibrary home page, click on "Create a Free Account" (at the top right of the page) and create an account using your college email address. Select a username and password that you will remember.
2. After signing in to your account, search and select an e-Book you would like to use.
3. In the e-Book text, select the "Notes" tab in the left-side frame.
4. Enter the text you want and click on "Add Note." This will save the note to your NetLibrary account.
5. To view your notes, go to the home page (the link to "Home" is always at the top left of the page), and select "Favorites and Notes" at the top right of the page.