

# Ebooks through Ebrary

The library provides access to two different models of **e-book** through **ebrary.com**. The majority of the ebooks we get through ebrary are part of a 70,000 volume subscription. These books allow multiple people to use them at one time, but they may be withdrawn from the collection at the request of their publishers. The library also buys ebook versions of certain texts; most of these are only accessible to one user at a time.

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## Browsing a book on Ebrary

When you click on the Electronic Book link in for an item in the library catalog, you may be brought to a screen that looks like this:

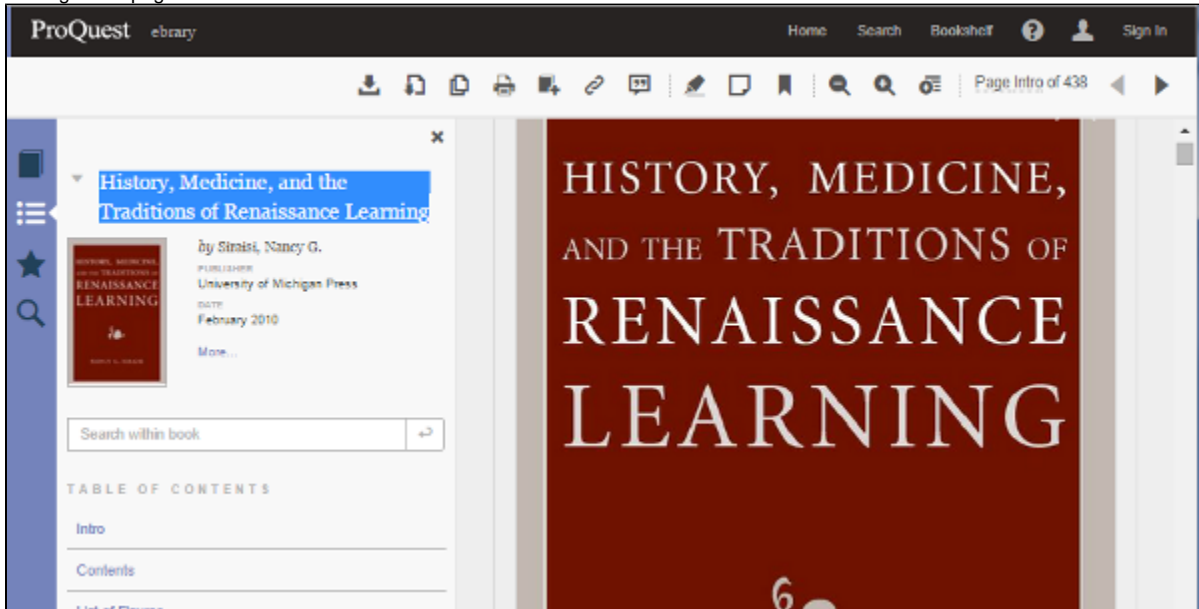
The screenshot shows the ProQuest Ebrary interface. At the top, there's a navigation bar with 'ProQuest ebrary' and links for 'Home' and 'Search'. The main content area features a book cover on the left, the title 'History, Medicine, and the Traditions of Renaissance Learning' by Nancy G. Siraisi in the center, and a 'BIBLIOGRAPHIC INFORMATION' table on the right. Below the title, there's an 'AVAILABILITY' section stating 'Your institution has unlimited access to this book.' and two options: 'Available for Online Reading' (68 pages remaining to copy of 68) and 'Available for Full Download' (137 pages remaining to print of 137). On the left side of the interface, there are several action buttons: 'Read Online', 'Full Download', 'Chapter Download', 'Add to Bookshelf', 'Share Link to E', and 'Cite Book'. The 'BIBLIOGRAPHIC INFORMATION' table lists details such as Title, Contributor, Publisher, Date Published, Language, Pages, Document Type, LC Subject Headings, and LC Call Number.

| BIBLIOGRAPHIC INFORMATION |   |
|---------------------------|---|
| TITLE                     | History, Medicine, and the Traditions of Renaissance Learning |
| CONTRIBUTOR               | Siraisi, Nancy G.   |
| PUBLISHER                 | University of Chicago Press                                   |
| DATE PUBLISHED            | February 2000   |
| LANGUAGE                  | English   |
| PAGES                     | 457   |
| DOCUMENT TYPE             | Book  |
| LC SUBJECT HEADINGS       | Medicine - Renaissance  |
| LC CALL NUMBER            | R146.S57  |

Read Online

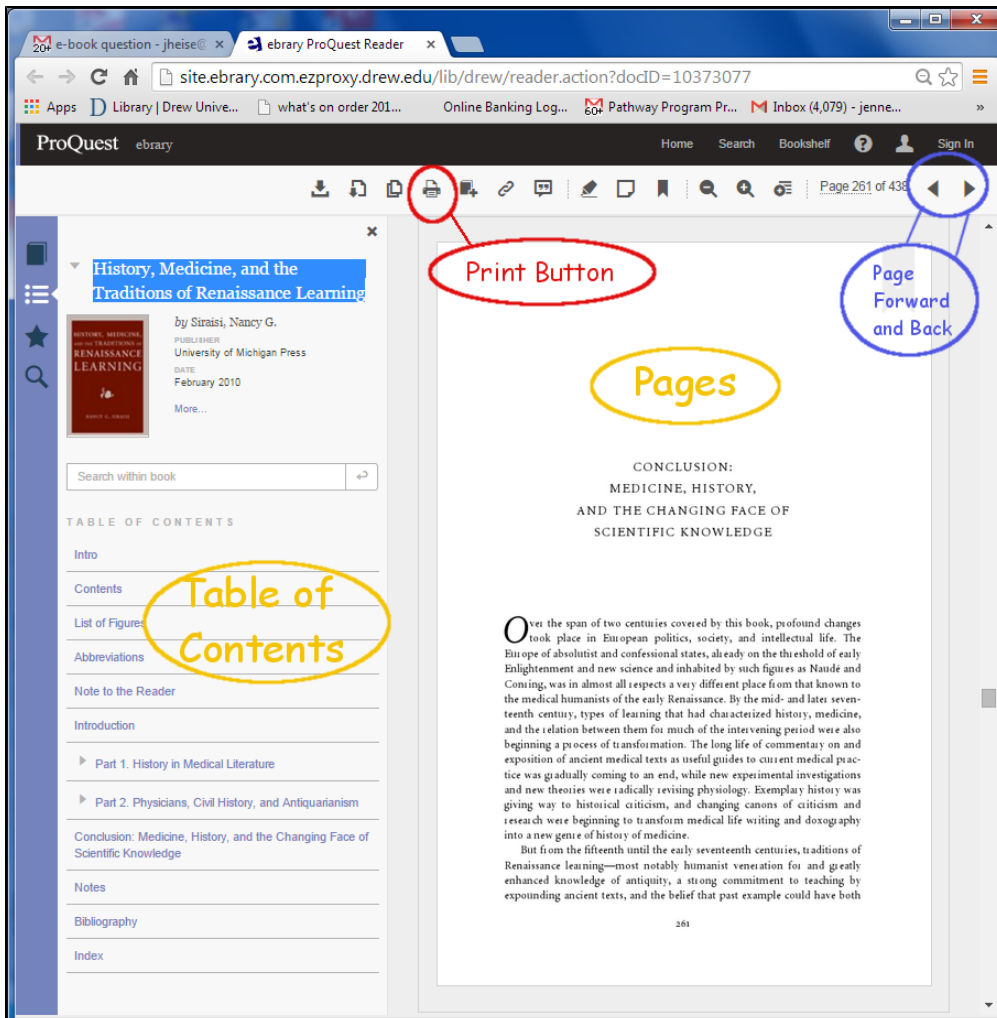
In the **left** side of the window, you will see several links. Normally, you'll click on **Read Online**.

You'll get to a page that looks like this:



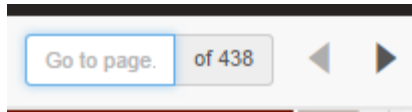
Towards the bottom of the left side, you will see the **table of contents**.

Clicking on a chapter title in the Table of Contents will cause the first **page** of that chapter to be displayed in the **right** side of the window.



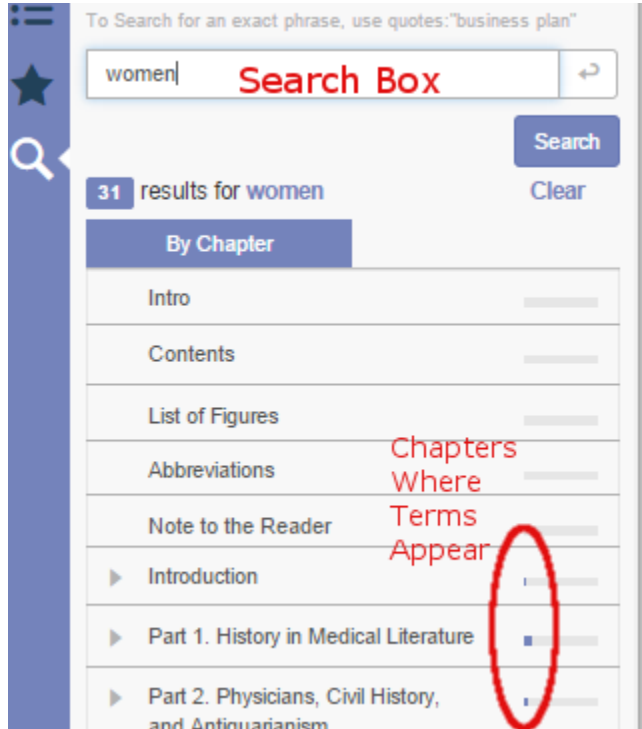
Clicking on the **Forward** and **Back** arrows at the top left will let you page through the text.

Next to the Forward and Back arrows is box that says "Page [] of []".



Clicking on that box will change the text to "Go to page" and typing in a **specific page number**, then **pressing Enter** will let you skip to that page.

You can search within the text using the box on the left side below the book title that says **Search within book**. Chapters that contain your keyword will show a colored bar next to them.

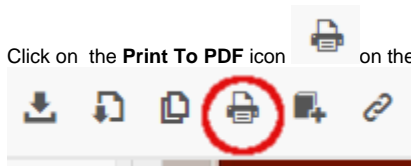


## Printing from Ebooks on Ebrary

Each book has a set limit of pages that can be printed; these vary between books. You'll see that limit on the first screen that comes up.

To print pages or a chapter from an Ebrary book, you'll really be 'saving to PDF' and then printing the PDF document.

Click on the **Print To PDF** icon on the white bar (below the blue Proquest bar):



A window will come up allowing you to print either the current page, a range of pages, or the current chapter.

A screenshot of a "PRINT TO PDF" dialog box. It has a dark header with the title "PRINT TO PDF". Below the header, there are two main sections. The first section is labeled "PAGE RANGE" and contains three radio button options: "Current page", "Pages from [ ] to [ ]", and "Current Chapter". The "Pages from" option is selected. Below these options, it says "Maximum 126 pages." The second section is labeled "CITATION STYLE" and features a dropdown menu currently set to "MLA". At the bottom right of the dialog box are two buttons: "Cancel" and "Continue".

Choose which segment to print and input the page numbers if necessary, then click **Continue**. (You can also choose what citations style to put the citation for the book in.)

It make take a minute or so, but once the PDF has been generated and downloaded, a window will come up with a button that says **Open PDF**.



Clicking on the **Open PDF** button will let you save the file to your computer.

Then open the file in your PDF reader or in the browser, and you can then use the regular print browser functions to print it.

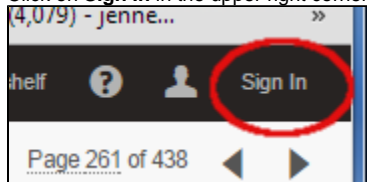
## Downloading and Bookmarking Books on Ebrary

### Setting up your ebrary account

In order to download or take notes on an Ebrary book, you'll have to 'check it out' through an account you create on ebrary.

Creating your account is free and easy.

Click on **Sign In** in the upper right corner of the screen:



In the window that comes up,

Click on **Create an Account**:

A screenshot of the Ebrary sign-in and account creation page. The page is divided into two main sections. The left section has the heading "Please Sign In to your personal ebrary account" and explains why signing in is necessary. It also offers a link to create a new account. The right section is titled "Sign In" and contains input fields for "Email/Username" and "Password", along with a "Sign In" button and a link for "Forgot username or password?".

Please Sign In to your personal ebrary account

Why sign in? You need to be signed in to your ebrary account to download, use your bookshelf, annotate books, etc.

New to ebrary? You can create an account for free.

Create Account

Sign In

Email/Username

Password

Forgot username or password?

Sign In



In the window that comes up, click on **Create Account**

Then you'll need to fill out the form below (You need to use your **Drew email address** and a password **different** from your Drew password for this.):

**Create a New Account** [I have an account. Sign In](#)

FIRST NAME

LAST NAME

EMAIL  Your email address becomes your username.

CONFIRM EMAIL

PASSWORD  Minimum 8 characters. Do not use spaces.

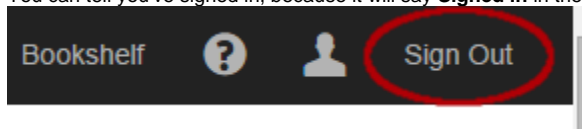
CONFIRM PASSWORD

☐ I accept ebrary's Terms and Conditions.

[Create Account](#)

Once you've created your account, you'll be able to sign in. (If you forget your password, click the **Forgot username or password?** link.)

You can tell you've signed in, because it will say **Signed in** in the upper right corner:



## Downloading

In order to print pages from an ebrary book, you'll need to download them first, once you're logged in to ebrary.

You can download material from an ebrary book in two formats: **PDF** or "**Adobe Digital Editions**."

- **PDF** is best for printing and can be read on **almost any device**, but you will be able to download **no more than a segment of the book** (this varies by book). See [Printing above for instructions](#).
- **Adobe Digital Editions** requires **installing** the Adobe Digital Editions reader on the computer/device you will be using (see <http://www.adobe.com/products/digitaleditions/>), but lets you download and use the entire book (it becomes unreadable after 14 days) and has a very nice interface.



To download from the book, click on the **Full Download** button near the top of the screen. A pop-up window should appear, with three steps:

1. [Select your device type](#)
2. **Install the Adobe Digital Editions or Bluefire reader\***
  - a. **Set up an Adobe ID and authorize your device**
3. **Download your document.**

Once you've installed the **Adobe Digital Editions** or **Bluefire** reader on your device, you will be able to skip step 2 when you download.

Note: Bluefire and Adobe Digital Editions **are not the same** as the **Adobe Reader**. Adobe Reader software is just for reading PDFs.

### Adobe Digital Editions

If necessary, install Adobe Digital Editions from <http://www.adobe.com/products/digitaleditions/>

Then, select "Download the Entire document for X days in Adobe Digital Editions format". (The browser will tell you if you don't have Adobe Digital Editions).

Some portions of Ebrary books can be printed from within the Digital Editions format: to find out how much of a given book you can print, open it in Digital Editions, and from the Reading drop-down on the top left, pull down to "Item Info" which will tell you how many pages you may print.

**Remember:** If you just want to browse/read the book from a computer or device that has online access, you don't need to download it at all- just page through it on ebrary. You can save it to your 'bookshelf' to refer to later, also.

## Bookshelf

To keep track of books you'd like to refer to repeatedly, you can put them into your bookshelf.




Be sure to **sign in to Ebrary** (above). When you are viewing a book it can be added to your bookshelf by using the **Save to Bookshelf** button which appears in various places on the screen, including in the white strip at the top of the ebrary page.

You can view books from your bookshelf by clicking the Bookshelf tab in the top right of the Ebrary screen:



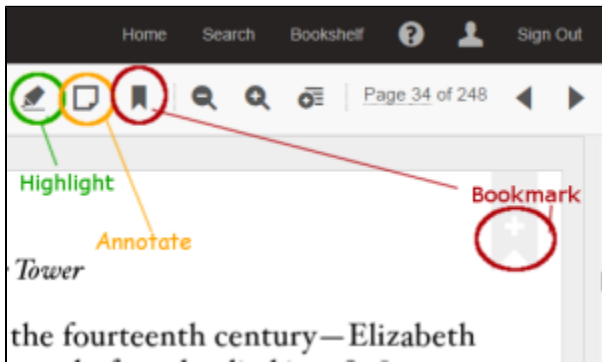
To select a book from your bookshelf, click on its title or cover.


To remove a book from your bookshelf, click on the Trashcan  icon next to it in your bookshelf and click the OK button in the window that comes up.


## Marking/Highlighting/Commenting on a Book




Want to mark a particular quote or portion of a book? Use your cursor to mark the section, then click on the Highlighter button at the top of the page.



A menu will pop up letting you choose the color to highlight in , as well as letting you copy or annotate. (If this menu doesn't come up, it will highlight in the last color you used. Double-click on the section to bring the menu up.)

You can also annotate by using the annotate icon  in the top menu and typing in your note in the box that pops up, then clicking save.

If you just want to bookmark the page, click the bookmark in the upper right corner of the page, or use the bookmark icon in the top bar .

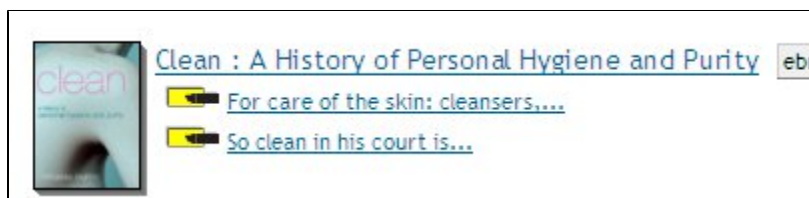
To see your annotations and highlightings



Highlighted sections will be listed under the **Annotations** tab on the left side of the viewer-- to see them, click on the star icon



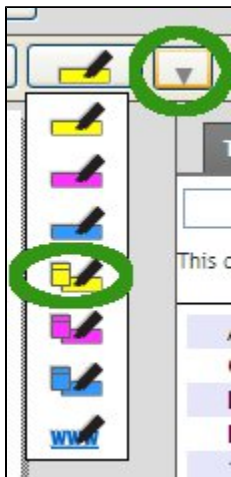
and under the title of the book in your Bookshelf:



Visit your highlights by clicking on them.

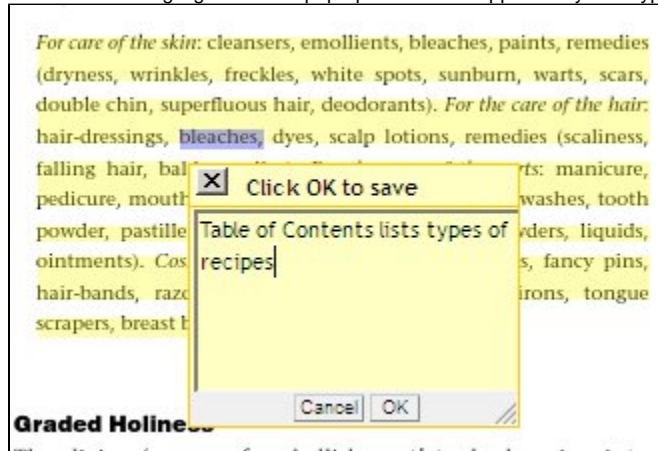
### Annotating

You can also highlight and annotate sections of the text. To add your note to a section of the text, select it, then click the down-pointing triangle next to the highlight button



and select one of the icons from the drop-down list that shows a little pop-up window (the 4th, 5th and 6th items on the list).

The text will be highlighted and a pop-up window will appear for you to type in:



Type your note and click OK.

(Choosing from the drop-down triangle also allows you to highlight in different colors if you desire.)

## Single User Books

A small percentage of the books in Ebrary can be only used by one person at a time. You'll recognize that you're using one because you'll see a "Release this Title" button among the tools at the top of the book's page:

In order to be kind to others, please click on "Release this Title" when you're done using it.