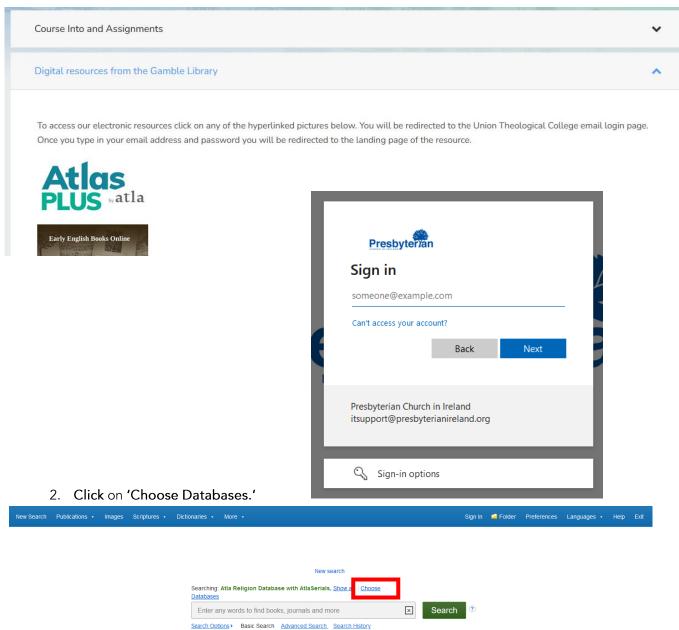


Accessing eBooks

Gamble Guides

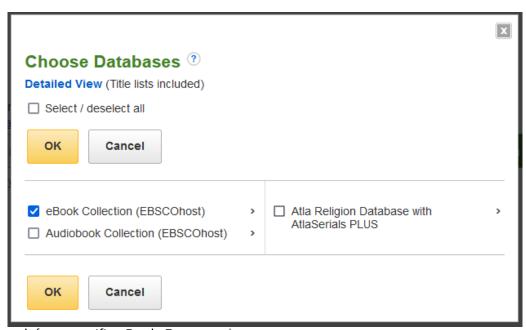
To access eBooks:

1. Go to the 'Digital resources from the Gamble Library' section of your module shell and click on the ATLAS PLUS icon. You will be prompted to enter your Union Theological College email address and password. You will then be redirected to the ATLA landing page. (You can also access ATLA using the PDF Gamble Guide listing all electronic resources which is emailed out by the Librarian.





3. Select 'eBook Collection (EBSCOhost)' and click 'OK.' You can unselect the other options if you just want to see eBooks.



4. Search for a specific eBook. For example:

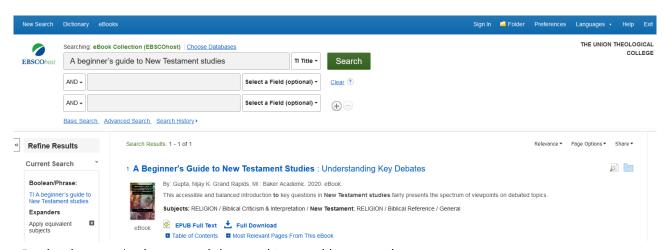
A beginner's guide to New Testament studies : understanding key debates / N.K. Gupta.

The historical Jesus: a guide for the perplexed / H.K. Bond.

Reformed ethics: created, fallen, and converted humanity / H. Bavinck.

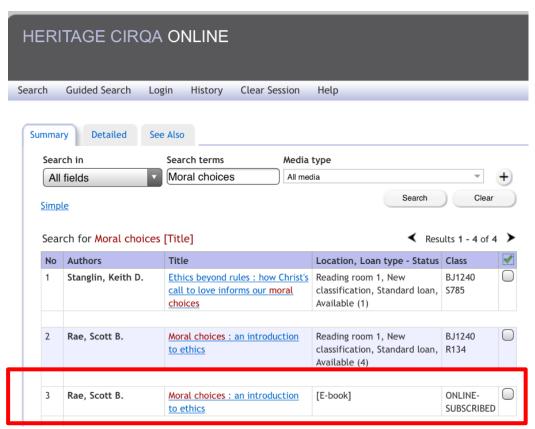
Christ-centered preaching: redeeming the expository sermon / Bryan Chapell. - 2nd edn.

It is worth searching for any theology title since our eBook collection is being added to constantly.

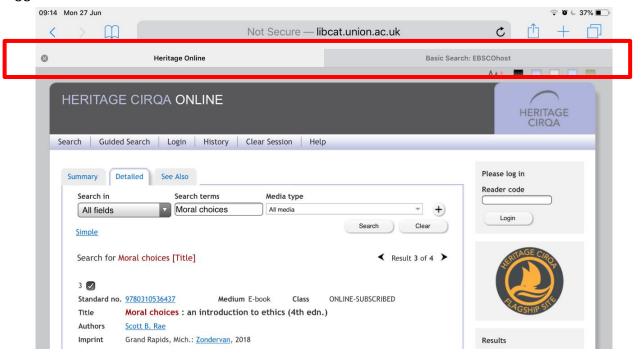


eBook titles can also be seen while searching our library catalogue:

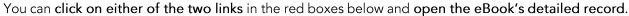


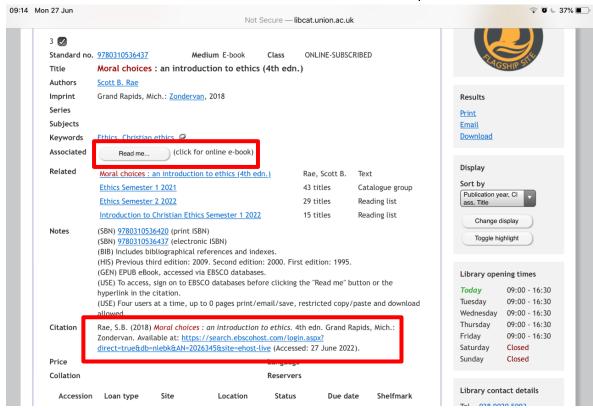


Click on the eBook's title in blue to go into its detailed record. If you are searching our catalogue and are logged into ATLA and its eBook collections in another tab like so –

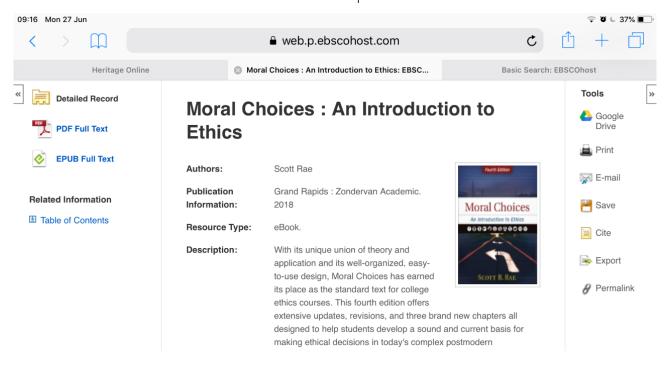




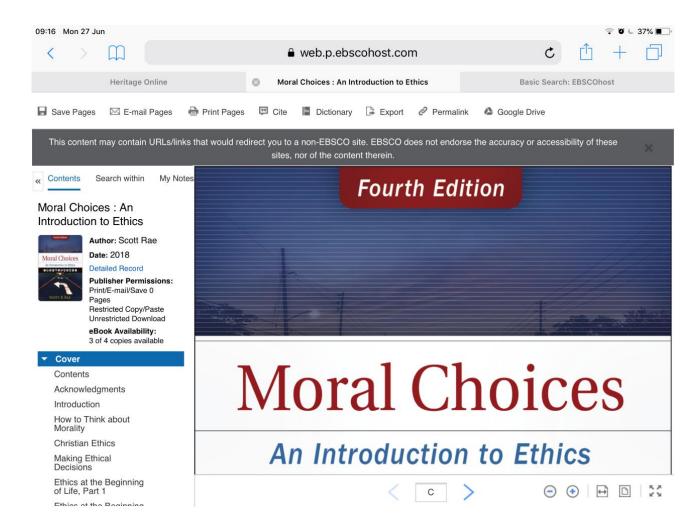




Click 'PDF Full Text' or 'EPUB Full Text' on the left to open the actual eBook.





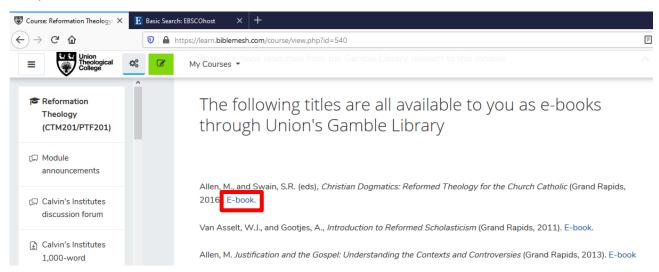


If the link on the online catalogue fails because the URL has been changed, remember you should still be able to find the eBook by searching EBSCOhost for it (see above). Please let library staff know if the URL fails so they can correct this.

eBook titles can also be seen on the BibleMesh VLE:



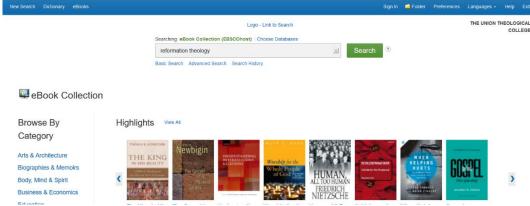
If you are logged into ATLA in another tab, just click the hyperlinked 'E-book' at the end of the citation to open the eBook record.



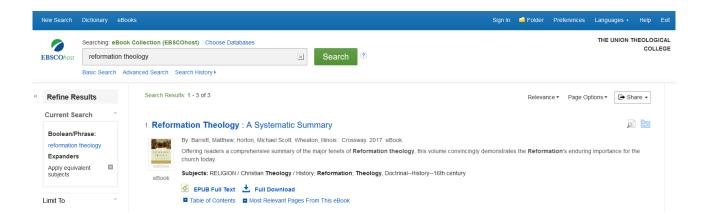
Just click on 'PDF Full Text' or 'EPUB Full Text' on the left of the screen to open the actual eBook.



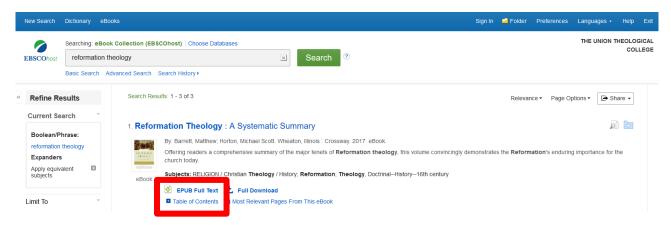
An example of searching for an eBook once you are logged in to view 'eBook Collection (EBSCOhost)' only:



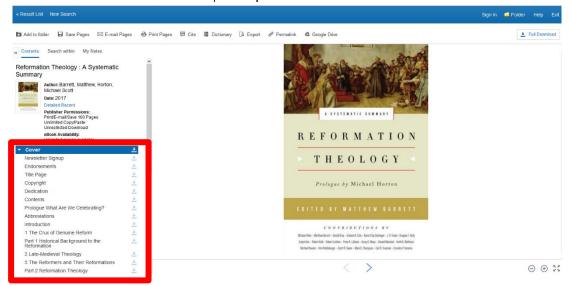




5. View the text of the eBook by clicking on 'EPUB Full Text' (or 'PDF Full Text') or 'Table of Contents.'



If you clicked 'EPUB Full Text,' select specific parts of the eBook on the left under 'Contents.'

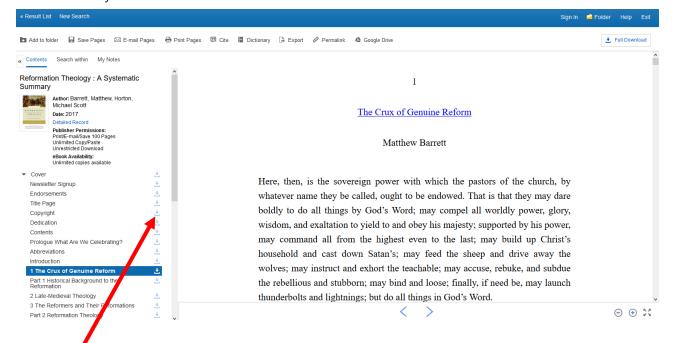




If you clicked 'Table of Contents,' select specific parts of the eBook and the EPUB will open there.

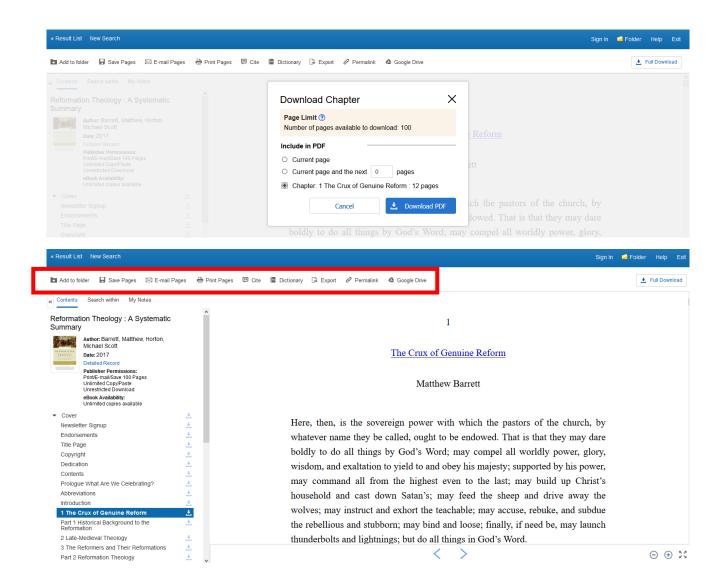


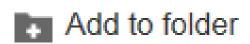
There are many useful features in these eBooks.



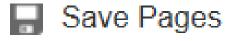
These icons allow you to download a section of the eBook as a PDF. Due to copyright restrictions it is not possible to download chapters of every indiviual eBook.





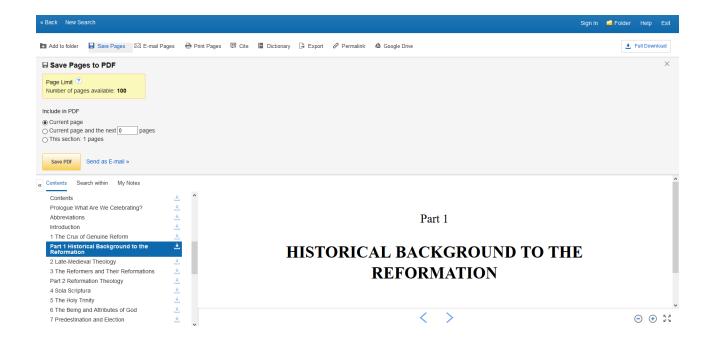


If you have created your own personal account you can add the eBook to a folder in your account and view it again later. (You can create your own account by clicking 'Sign in' and 'Sign up.' See Gamble Guide on Searching for journal articles on ATLA databases for more information about creating your own account).



You can **save** a limited number of **pages** from the eBook as **PDFs**. The number of pages varies depending on the eBook.

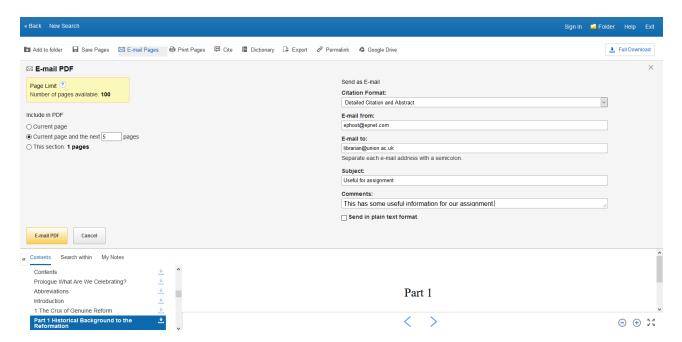






You can **email specific pages** to yourself and others.

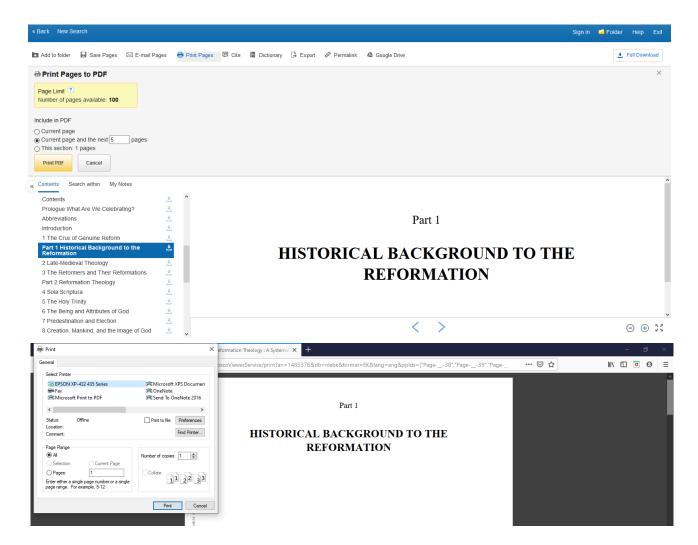
Fill in the details and click 'E-mail PDF.'







You can **print** out specific **pages**. The amount which you can print is limited and varies from eBook to eBook.

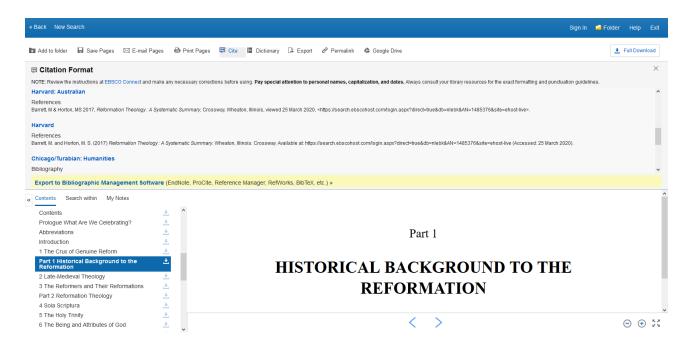


A printer friendly version will be prepared and a dialogue box concerning printing options will automatically appear for you to print the document.



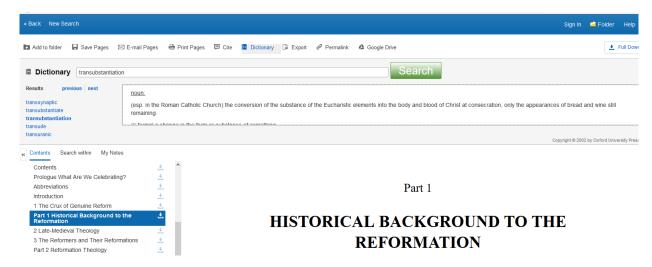
You can **see various types of citations** for the eBook. **Be careful** however. *These may not comply with the College's referencing conventions.* Follow guidance given by the College *first*.







You can use EBSCO's dictionary to check definitions.

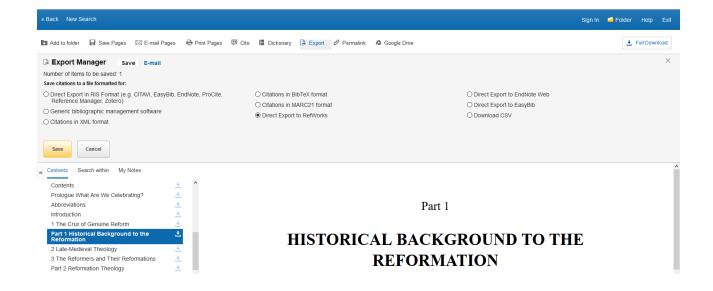


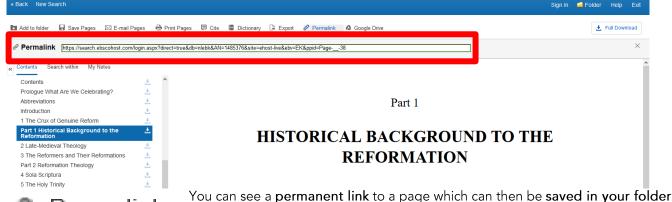


You can export citations into a range of different bibliographic management tools. (There are free versions of some of these online).

Click on 'Export', select where you wish to export these to and follow the onscreen instructions.





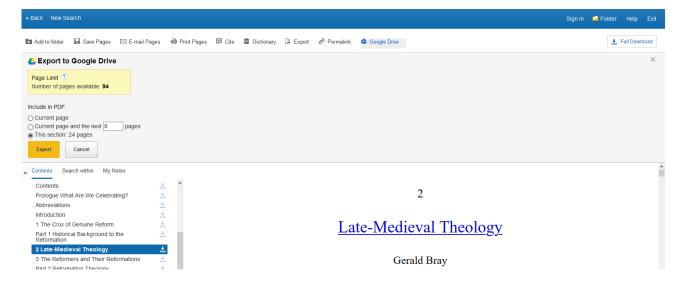


Permalink

if you have your own personal account. Alternatively, you can send the permalink to other students.

You can export pages to **Google Drive**. Click on **'Google Drive,'** select the amount you want to export and click **'Export.'** A pop-up will prompt you to enter your Google account details and allow EBSCO to connect to your Google Drive account.

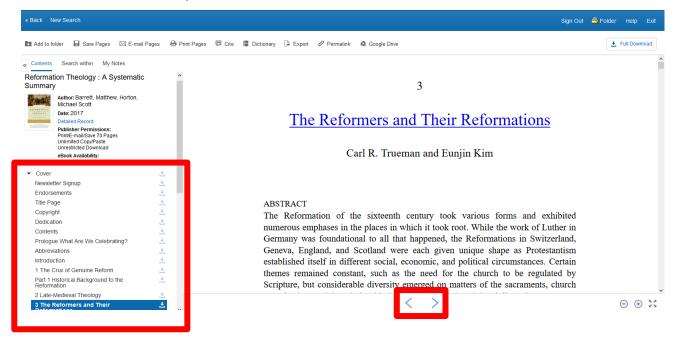




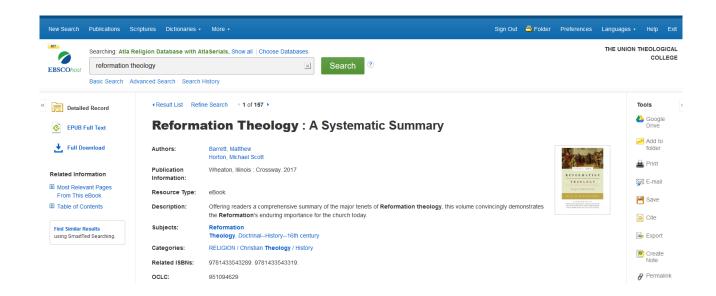
If you have your own personal account and the correct software, you can download and borrow an eBook for a set time period. This means it can be read offline. (The correct software: Adobe Digital Editions app installed on your mobile device (available on the

App Store or Google Play) or computer, available here). Please note: it is not necessary to download an eBook to read it. You can read it online without downloading it. If you want to read eBooks on your mobile device, EBSCO Mobile App is the better option. Library staff will email you instructions for setting this up. When reading eBooks online you can use the arrows at the bottom of the screen and the contents on the left to navigate to different parts of the book. In a PDF eBook, typing in a page number in the box will bring you straight to that page.

Download

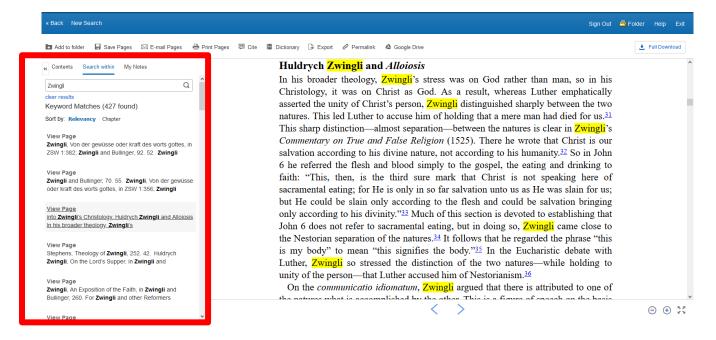






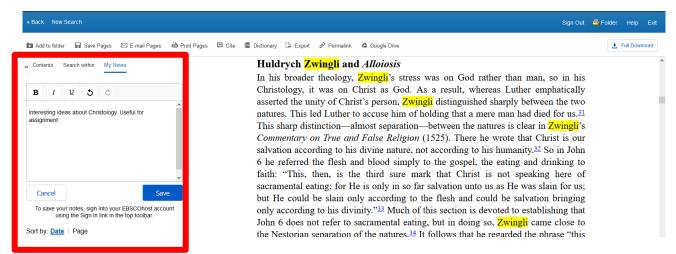
Clicking on 'Detailed Record' allows you to see all the information you need to reference the eBook.

The 'Search within' feature allows you to search for keywords in the text and go straight to them.

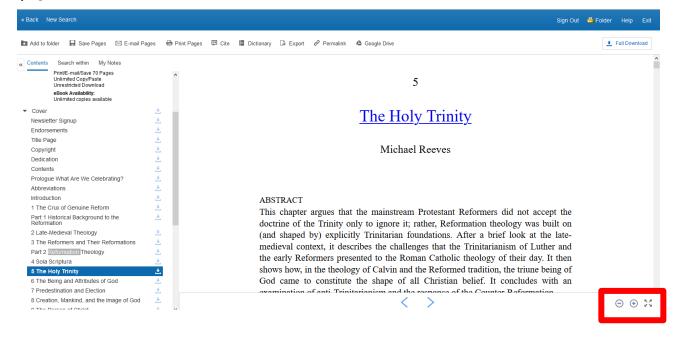


If you create your own account you can make your own notes on specific pages, returning to these next time you login.

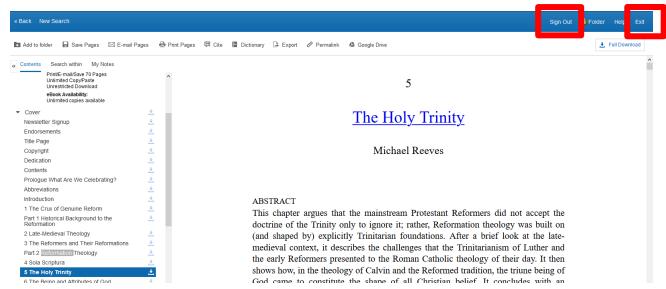




The buttons on the bottom right of the screen allow you to make the eBook fill the screen, view the whole page at once or zoom in or out of the text.







Make sure you click 'Sign Out' and 'Exit' once you have finished using the eBooks and ATLA.

Please note there are **limits** on:

- The number of users who can simultaneously use each eBook
- The amount of the eBook you can print, save, email, copy and paste.

If you have any **problems accessing eBooks** please **email** librarian@union.ac.uk or **phone** 02890205093 and inform library staff.