

Finding and Reading E-books Online

This handout will walk you through the steps of locating an e-book and reading it online. It is generally easiest to read e-books online, without downloading or checking out the material.

If a required course reading is available as an e-book, it is likely that your professor will have provided the class with a link. If that is the case, you will simply need to click on the link or cut and paste it into your browser. This will work on both a computer and your mobile device, but if you are off-campus you will need to login with your seminary credentials.

You can also find e-books by following the instructions below:

First, log into the Portal. Once you have logged in, you will see the landing page. The right side of the page is devoted to library resources, including the Sophi Search box, which will allow you to search all the library resources at once. Below this is a link entitled: “**Stitt Library Catalog & Research Tools.**”

The screenshot shows the Student Portal interface. At the top, there are navigation tabs: "My Profile & Classes", "Student Affairs & Vocation", "Registrar/ Academic Affairs", "Financial Aid", and "Calendars". Below these are secondary tabs: "Cafeteria Menu", "Photo Albums", "In the News", and "My Email".

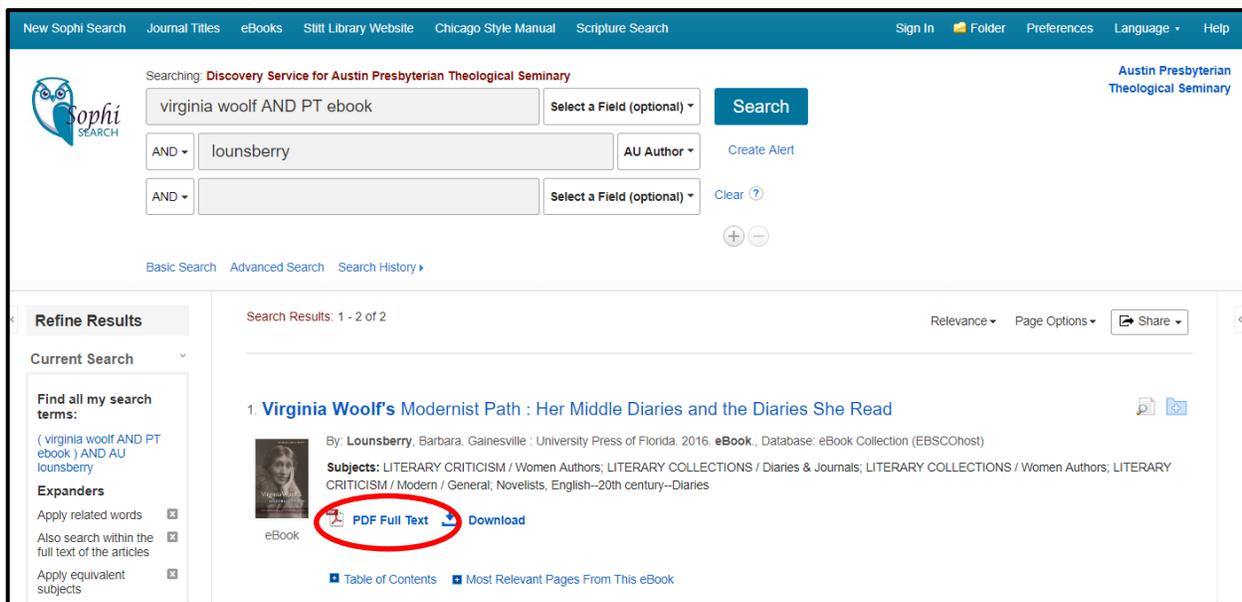
The main content area is divided into two columns. The left column is titled "My Classes" and contains a "Groups Dashboard" button and a list of course titles with instructor names in parentheses, such as "CIM Ministry Foundations in Bible and Theology (Alsup, Hooker, Osbon, Serrano, Deen)".

The right column is titled "Research & Writing Resources". It features a "Sophi Search" section with a search box, a "Search Sophi" button, and radio buttons for "Keywords", "Title", and "Author". Below the search box, there is a link to "Stitt Library Catalog & Research Tools" which is circled in red. Further down, there are sections for "Theological Writing Resources" and "Theological Writing Resources".

Clicking on “**Stitt Library Catalog and Research Tools**” will take you to the library’s Research Tools page. You can also access this page from the Austin Seminary homepage by first selecting the “**Stitt Library**” tab from the top left corner of the dark blue banner, then selecting “**Research Tools: Library Catalog, Databases, Ebooks, and Journals**” from the left-side navigation. By selecting the “**E-books only**” item from the Find drop-down menu in the Sophi Search Box you can search all of the library’s e-book holdings by keyword, title, or author.



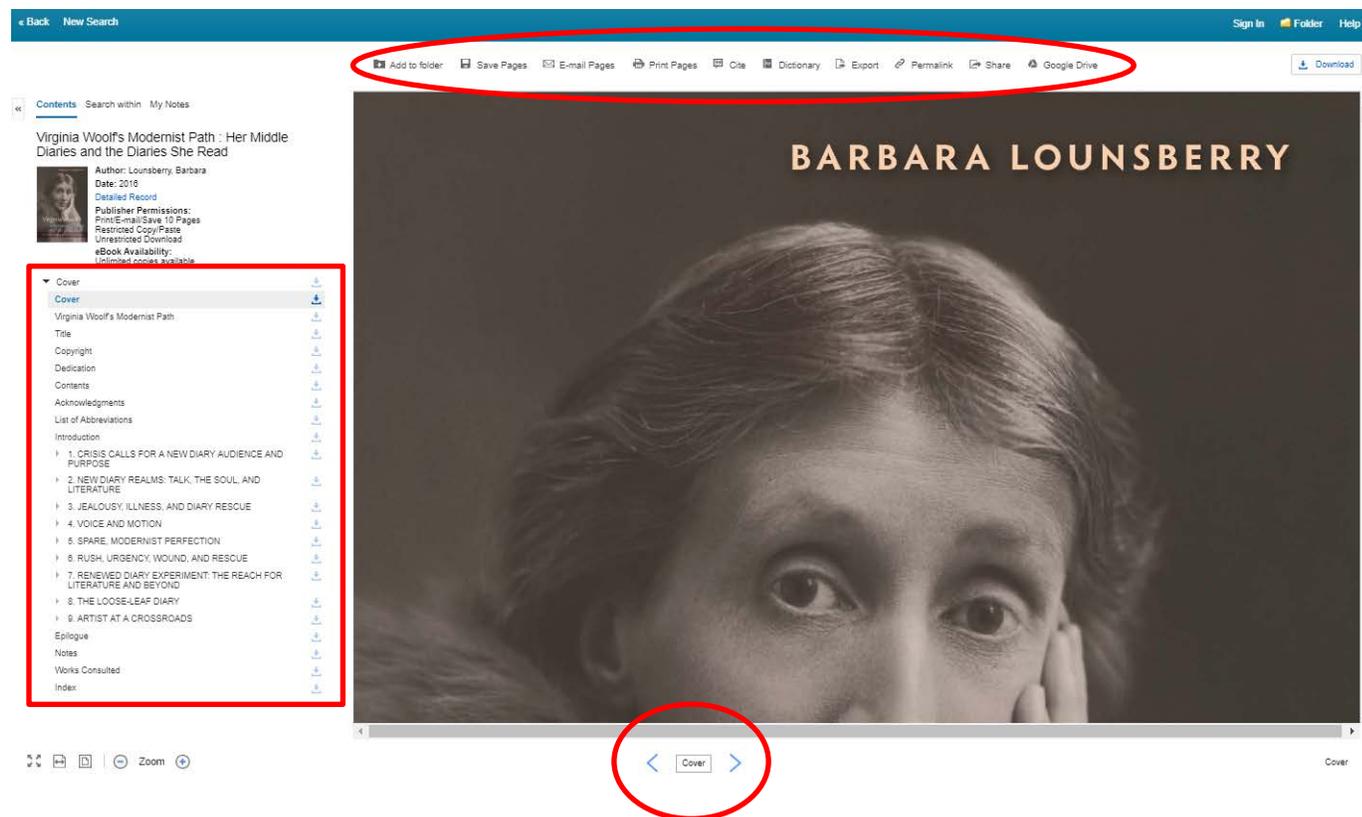
After typing your keyword, title, or author into the Sophi search box and hitting Search, a results page will open in a new tab in your browser:



Look through the results to find the book you’d like to read. To access the book online, select the “**PDF Full Text**” or “**EPUB Full Text**” link underneath the title.

***Please note, if you are off-campus, you will be prompted to log in before you are able to view the PDF file. Follow the instructions that your instructor has provided, or contact the library at libraryiq@austinseminary.edu if you have any questions

After opening the full text version of the book, you can read the material using the online viewing tools. The tool bar at the top of the page allows you to email, save pages from the book as a PDF file. You can use the left-side bar to navigate the table of contents, or you can flip through the book page by page using the arrows on the bottom:



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If you encounter any difficulty or have any questions, please contact the library at:

libraryiq@austinseminary.edu