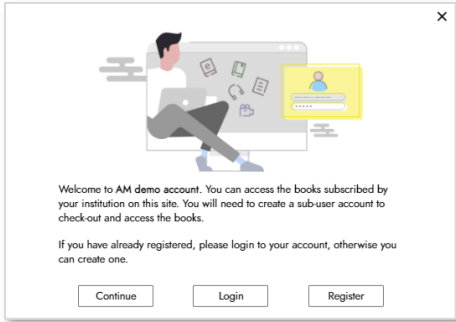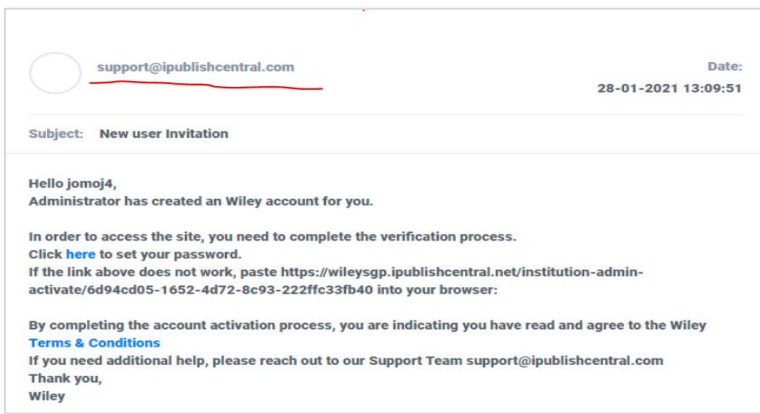# GETTING STARTED - STUDENTS ACCESS THE ELIBRARY ONLINE

This section describes the Access Method & Steps a student needs to follow to access the Wiley Digital Textbooks in the eLibrary.
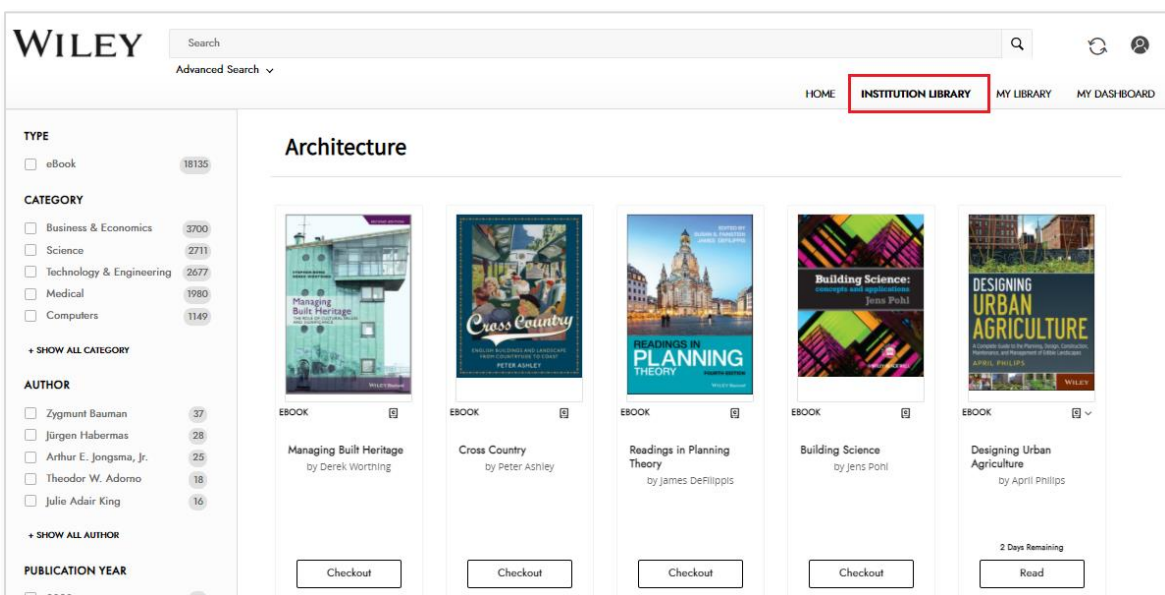
1. Open the **Wiley Digital Textbook website** (provided by your institution) in your Internet browser within your Institution IP.
2. Once the user is recognized using the IP address, the system prompts the users to create their personal account or login if they have already created a personal account.
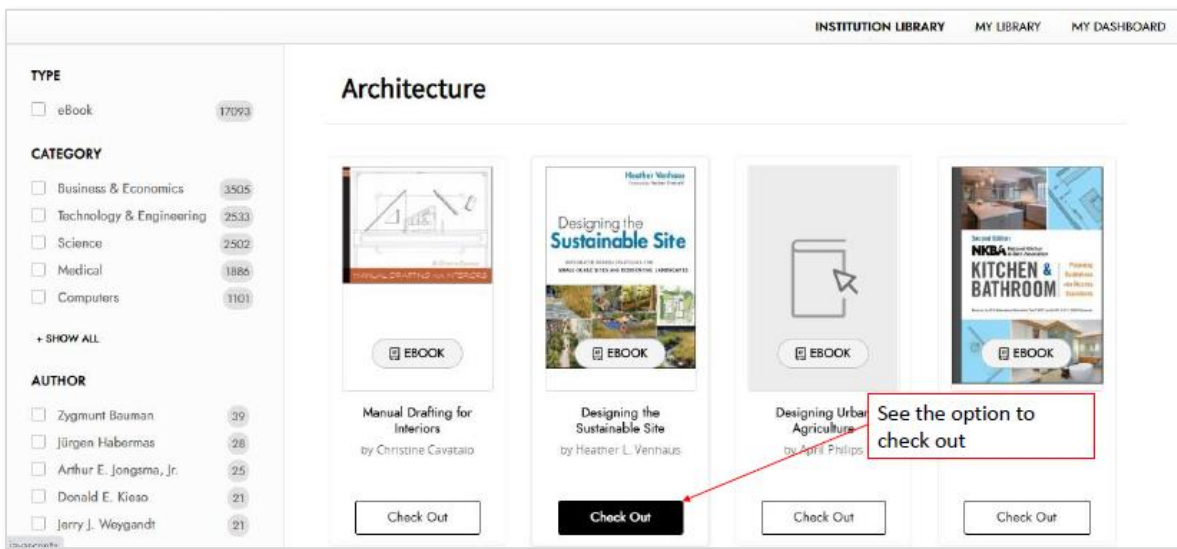

3. Click on "**Register**" to create your personal account (mandatory for all new users). An email notification will be sent to you. Please complete the verification process.
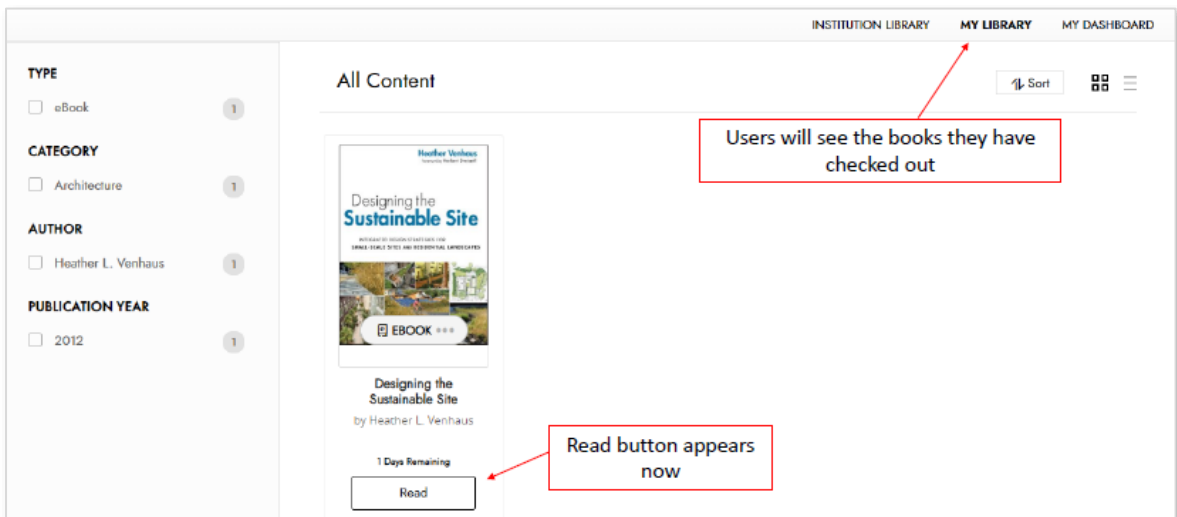

4. If you already have a personal account, click "**Login**". Once logged in, users can access the books from "**Institution Library**" tab to check out the books and start reading. Institution Library shows the listing of all the titles the Institution has subscribed to.
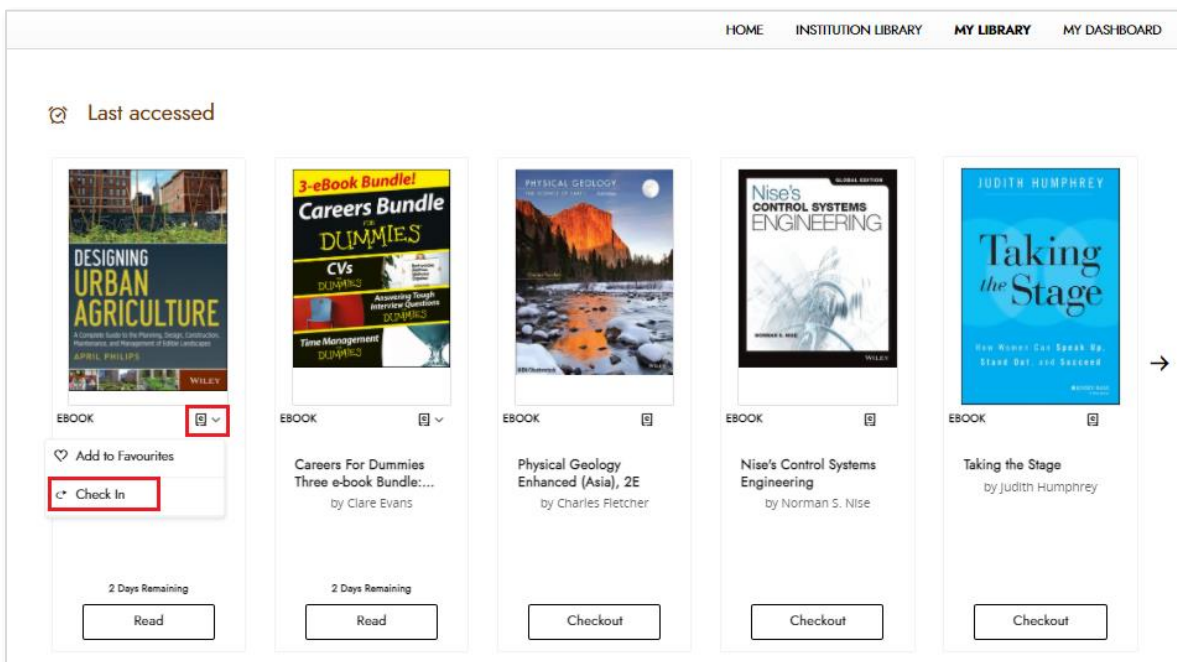
5. Click on "**Check Out**" to read an ebook

6. In "**My Library**" tab, users will see the ebooks they have checked out.
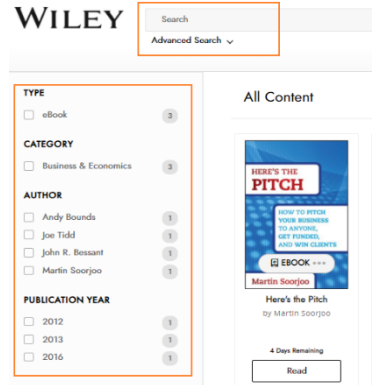7. Click "**Read**" to open up the ebook

8. To return the book, select the **arrow button** and click "**Check In**"

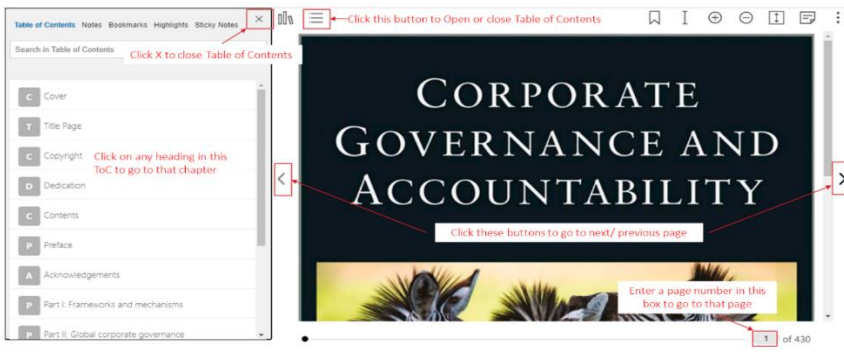

WILEY

KEY FEATURES THAT COMPLEMENT LEARNING

1 SEARCH & BROWSE

- **Basic Search -** Start typing in the search bar to get matching title suggestions
- **Advanced Search -** Find ebook using various metadata elements as well as features like Boolean search
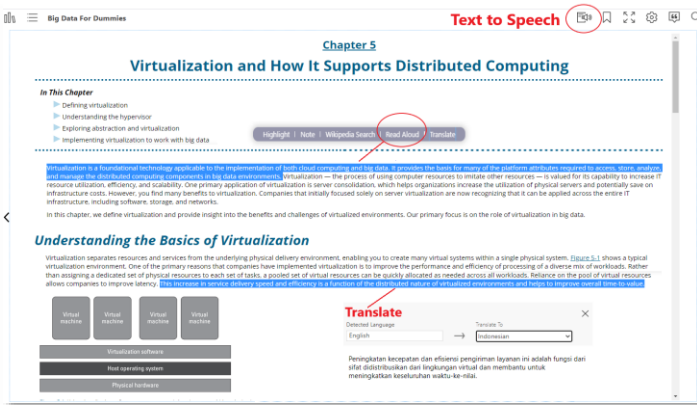- **Filter Options -** Include Subject/ Category, Author, Publication Year

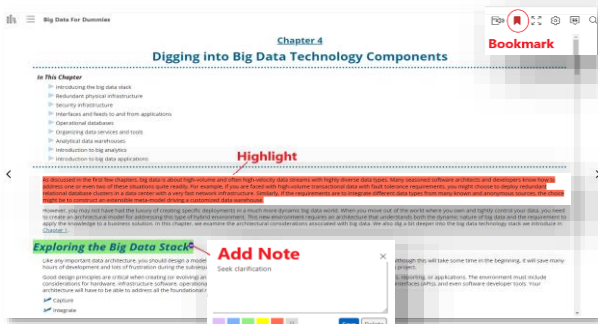## 2 READING & PERSONALIZING CONTENT

- **Navigation & Search**

- **Reader Assist Features - Wiki Search**, **Translate** (translates the highlighted text to other languages – readers can pick the language), **Read Aloud** (Reads aloud the highlighted text).
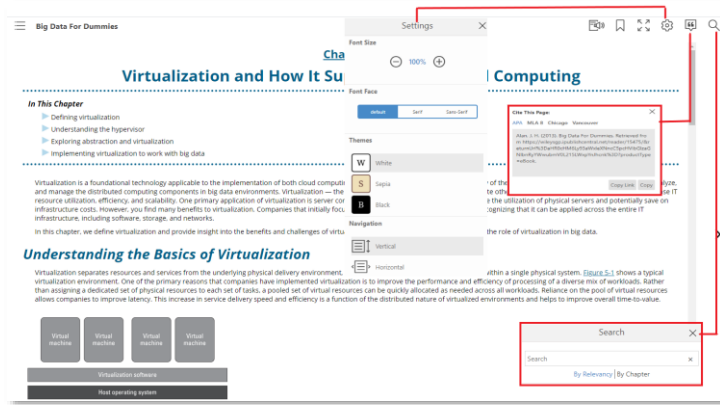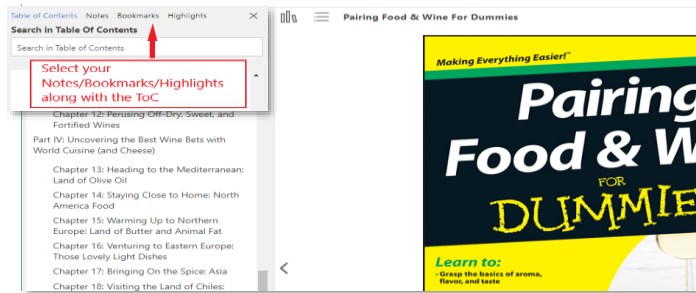

- **Personalization Features** –
  - **Highlights** (with comments or notes), **Take notes** – take notes while reading the ebook, **Bookmark** any page in the ebook to come back for a quick reference.

- o **Settings** (font size zoom setting, font face, background color / margins), **Citation** and **Search within the book** (sort your search results by chapter/ by relevancy)

- o You can see all your notes, bookmark, highlights in the book along with the Table of Contents

3   MY DASHBOARD

- Allows the users to **Manage their profile** – Edit Name & Change Password.
- Shows the collection of all My Notes, My Bookmarks, My Highlights – across all the books a user has read.
- Allows users to export their personalizations (notes, bookmarks, highlights).