



quick start guide

# Safari ebook collection



**Safari Books Online is a collection of 100 e-books in the field of computing, technology and digital media.**

**You can access e-books off-campus as well as on-campus. They are available 24 hours a day.**

## Location and logging on

Safari ebooks can be found by clicking on the **E-Books** Quick Links tab on the Library website, then clicking on the **Ebook Collections** tab (you can also access individual book titles direct from the Library catalogue).

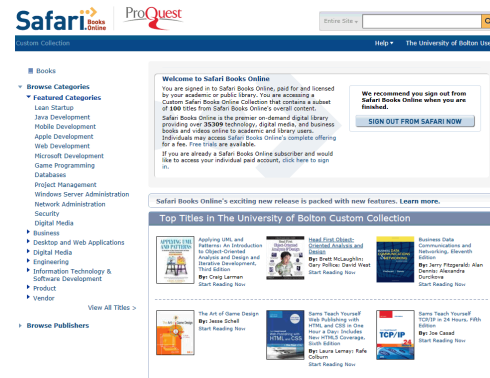



Click on the link for **Safari** to access the resource.

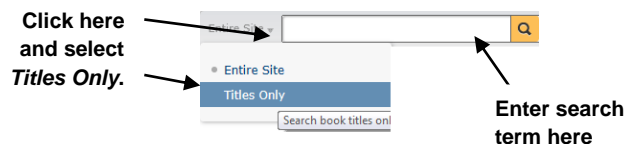
At the University of Bolton's Electronic Resources Login page, enter your university network username and password and then click on **Login**.


## Accessing an e-book

To view the titles that are part of the Library's collection, click on either **VIEW ALL BOOKS** or the **Custom Collection** link on the top toolbar.




To search for titles on a particular topic, select **Titles Only** from the dropdown menu on the search box at the top of the screen, enter a search term in the box to the right, and then click on .




Once you have navigated to the Library's content, you can also click on any of the subjects listed in  **Featured Categories** to see what books the Library has on the topic. To return to the list of accessible titles, click on **Custom Collection**.

To access a book, click on **Start Reading**.



You can move through the pages using the arrows on the tool bar  or navigate directly to a specific chapter by clicking on the contents menu at the left.

Please Turn Over

Click on  to open a chapter. Your chosen chapter will automatically close if you pick another chapter to view.



To view a particular section of a chapter, click on the relevant heading.


You can print and email pages using the



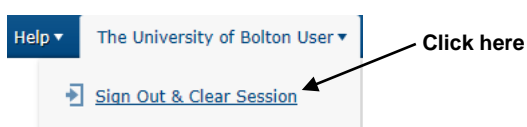
options on the tool bar.

You can search within a book for a particular topic. Click on **This Book** at the top left of the screen, then click on the **Search** tab, enter your search term(s) and then click on the **Search** button. Your results will be listed below - click on a page number to view a result.

While viewing a title, you can look for a new book by selecting **Titles Only** from the dropdown search box at the top of the screen, enter a new search term and click **Go**.

**N.B.** Some titles can be viewed as a print copy by clicking on  if displayed.

When you have finished, click on the dropdown arrow beside *The University of Bolton User* at the top of the page and click on **Sign Out & Clear Session**.



## Accessing Safari titles via the Library Catalogue and Discover@Bolton

You can also access e-books via Discover@Bolton and the library catalogue.

Enter a term in the search box. To refine your results to ebooks only, tick the filter **Book/ebook** and **Full Text Online** in Discover@Bolton or **Ebook** when using the Library Catalogue. To view a book, click on the book title or **Full Text Online**.

The advantage of using Discover@Bolton and the Library Catalogue is that your search will include ebooks from all of the University's ebook collections. However, when using the Library Catalogue you can only search by title and keyword, book content is not searchable as it is with ebook collections and Discover@Bolton.

## Other E-book collections (general collections)

Ebsco Ebooks, Dawson Era, MyiLibrary, Proquest Ebook Central

These collections can be accessed in the same way as Safari.

## Further help

Speak to a member of staff at the Help Desk, telephone 01204 903232 or email [subjecthelp@bolton.ac.uk](mailto:subjecthelp@bolton.ac.uk)