Guide to Ebooks and Digital Resources

ACM Library owns various books in digital (electronic) format. Most are accessible online from off-campus. Some can be downloaded to a laptop, tablet or other device for viewing offline.   Here is a summary of what is available, but please ask a Librarian if you need specific assistance.

Reference Books (Dictionaries, Encyclopedias, Handbooks):

These are **not** periodical indexes; searches result in sections, chapters or "articles" which appear in encyclopedias, dictionaries, handbooks, etc. These resources do not produce articles from journals, magazines or newspapers. Digital versions of reference works can be located in two different ways:

1)   **Via the Online Public Access Catalog (OPAC):** If a title you locate through a search of the OPAC is available in digital format, you will see a note in the OPAC record with a link to a website. For example:

> Web Site Available for Allegany College of Maryland via Gale Virtual Reference Library.

You can access the digital content directly by clicking the link right in the OPAC record. You might first be required to enter your ACM login (username and password that is also used on Brightspace or Self-Service). Once you have access, look for a search box to enter keywords to search the content of the book. Most allow you to print and/or save sections of text.

2)   **Via the Online Databases page:** A number of digital reference books are directly accessible on our Online Databases page.   If, for example, you know you want to use the *Gale Encyclopedia of American Law* you can skip the OPAC step, and go directly to the link on the Online Databases page.   From the Library main page, click on the tab or link for Online Databases. (Off-campus access will require you to enter your ACM login.) Note that some are "containers" of multiple publications. Browse the alphabetical list, or use the Subject List to find such works as:

Britannica Online: A multidiscipline encyclopedia

Gale Virtual Reference Library, which includes multiple publications, including the **Gale Encyclopedia of Medicine, Encyclopedia of American Law**, and a number of other reference works.

Oxford English Dictionary : a multivolume dictionary with detailed information on word origins.

Psychology and Behavioral Health (A specialized reference source published by Salem)

Health Reference Series: "Sourcebooks" providing consumer health information on various topics, including, cancer, brain disorders, adolescent health, mental disorders, etc.

Magill's Medical Guide (Reference resource on medical diseases, disorders, treatments, human anatomy, and biology.)

Each of these has a search box so that you can search the content by keyword(s) and print or save specific sections. Note that some, such as Gale Virtual Reference Library, allow you to choose specific publications to search within if needed. **Be sure to ask for help if you have questions**.

Ebooks (Monographs in Digital Format):

ACM Library also currently provides a growing collection of ebooks (monographs, other than Reference books) via several different vendors, including **EBSCO, Infobase, Health Reference Series and Gale**. These books can be viewed full-text online and some (depending on publisher and copyright restrictions) can be downloaded to your computer or a compatible device for a limited time period. Each vendor has different procedures and policies for using them. Printing limits might also vary. The following are descriptions of various vendors

EBSCO

1) **Via the Online Public Access Catalog (OPAC):** As you would locate printed books, you can locate some EBSCO ebooks by searching the ACM Online Public Catalog (OPAC) You will see a note that looks like this:

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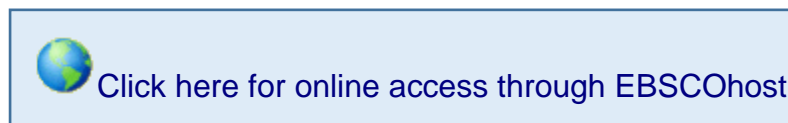
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• General Notes Search
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• Genre Search
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Online Databases
• On-Campus Access to Databases
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Recommended Web Sites

1 - 1 of 1   Page: [1]

1. *Public health nursing practicing population-based care*

... enforcement / Susan Moscou -- Protecting, sustaining, and empowering : a historical perspective on the control of epidemics / Christine E. Hallett -- Historical highlights in disaster *nursing* / Barbara Mann Wall and Arlene Keeling -- *Public health* : costs, challenges, and considerations / Mary Alice Higgins Donius -- *Nursing education* and *public health nursing* / *Cathleen M.* Shultz and Karen Kelley. ...

Publisher, Date: Sudbury, Mass. : Jones and Bartlett Publishers, c2011.

Web Site: 🌐 - Click here for online access through EBSCOhost

Description: 1 online resource (xxi, 417 p.) : ill.

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1 - 1 of 1   Page: [1]

EBSCOhost: Public Health Nursing : Practicing Population-based Care#db=nlebk&AN=337229 - Windows Internet Explorer

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Detailed Record

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Public Health Nursing : Practicing Population-based Care

Authors: Lewenson, Sandra
         Truglio-Londrigan, Marie

Publication Information: Sudbury, Mass : Health Press, 2011

Description: eBook.

Subjects: Public health nursing
          Evidence-based nursing

Categories: MEDICAL / Nursing / Medical & Surgical
            MEDICAL / Nursing / Reference

Related ISBNs: 9780763766542, 9780763782382.

Accession Number: 337229

Database: eBook Collection (EBSCOhost)

⊖ Table of Contents
   ⊞ TITLE
   ⊞ COPYRIGHT
   ⊞ CONTENTS
   ⊞ FOREWORD
   ⊞ PREFACE
   ⊞ ACKNOWLEDGMENTS

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📁 Add to folder
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Note: You must **click on the Ebook full-text link (on the left) to browse or search the content.** For the example book here is what you see when you click on the full-text link:

Use the Search Tool on the top right side of the window to search within the content of the book

You can browse the content by using the arrows under the window to navigate to specific pages.

2)   You can also search the EBSCO Ebooks Collections separately by clicking on the Ebooks Collection and/or Clinical Collection links on the Online Databases page. Once the EBSCOhost window opens, you can browse what books are available by clicking on the

"Ebooks" tab on the blue header in the upper left. All of the ebooks available to ACM users will appear below. You can then select specific titles to open and search or browse.

3) Or, you can select our ebooks collection **as part of a periodical database search.** For example, if you are searching in Academic Search for journal articles on a topic, you can search the available ebooks on that same topic at the same time. To do this, first click on the "Choose Databases" option and then check the Ebooks collection box and/or the Clinical Collection box. This option only works when you are searching an EBSCO database.

Note: For detailed instructions for using EBSCOhost Ebooks, click on the **Help** link on the blue header at the upper right of the opening EBSCO page.

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 Gale

Gale ebooks are accessible via both the Online Catalog and the Gale Virtual Reference Library link on the Online Databases page. Here is an example of a book record in the Online Catalog:

Here is an example of the Table of Contents page of the ebook above:

Click on a chapter to read or download the content. You can also browse the content online or search by keyword by using the links on the left. Downloading is allowable by chapter. Here is what it looked like when the chapter "An Overview of Medical Marijuana" was opened:

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Select single or double page view/or entire screen here
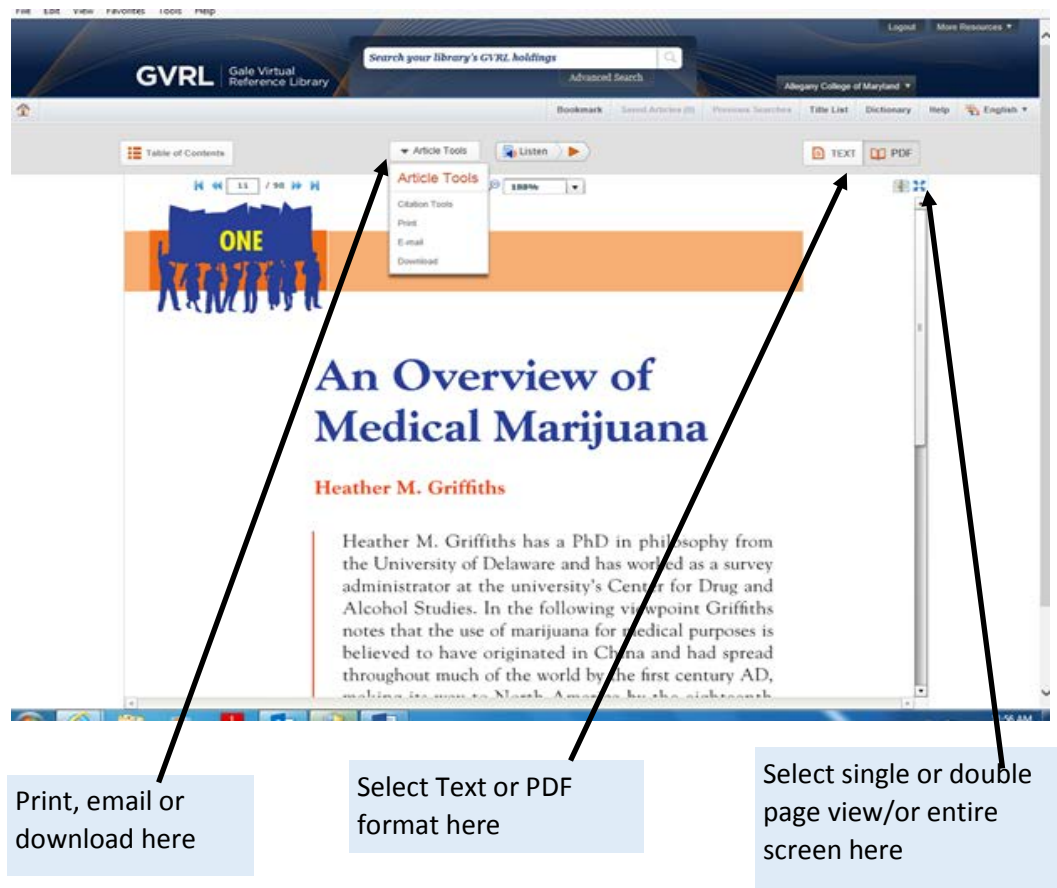
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Health Reference Sourcebooks Online (Omnigraphics):

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are listed in the ACM online catalog, but you can directly access the collection through a link on the online databases page as well.

Browse all the sourcebooks here

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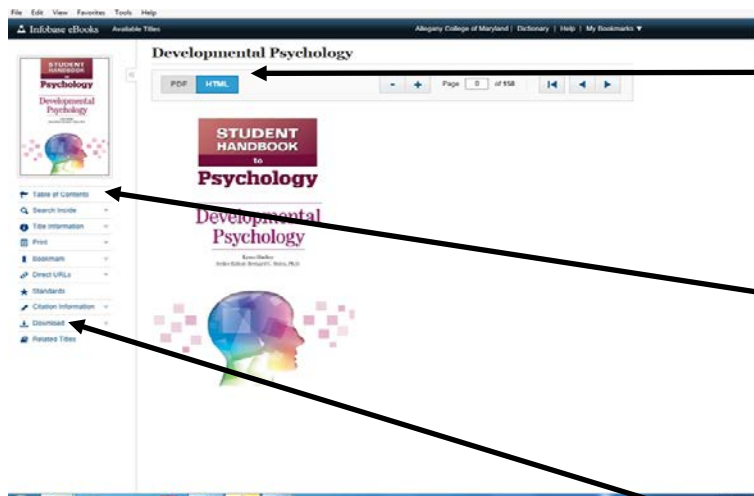
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***Please ask for assistance if you have any questions about borrowing or accessing any item in the online catalog.

If you are off-campus, feel free to telephone or email a Librarian with your question.

Email questions to: libraryhelp@allegany.edu

Cumberland Campus Library: 301-784-5269

Bedford Campus Library: 814-652-9528, ext. 6206

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10/17