



Welcome to the Online Library

Skills Tutorial

Getting Started



<http://onlinelibrary.london.ac.uk/>



The Online Library Skills Tutorial

Getting Started

In this tutorial we are going to look at:

- ◎ What is the Online Library?
- ◎ Why should you use it?
- ◎ What resources and services does it provide?
- ◎ How do you access it?
- ◎ Key databases for your course



What is the Online Library?

- ◎ It is a library service that is: “Committed to supporting the information needs of the University of London’s Distance Learning Community.”
- ◎ Here you can use a wide range of resources and services similar to those available in a physical library.

<http://onlinelibrary.london.ac.uk/>



What is the Online Library?

- ◎ The library currently has a collection of over 97 million electronic items.
- ◎ The collection is also supplemented by a growing collection of e-books and inter library loans from the British library.
- ◎ If an essential reading is not available please contact the online library team at onlinelibrary@london.ac.uk



What is the Online Library?

- ◎ All online library e-books and e-journals are available 24/7 from a computer, laptop, tablet, or smart phone device equipped with an internet connection.
- ◎ Also available from 9am - 5pm (London time) is an enquiry desk which is staffed by professional librarians to offer you support and guidance on all library related matters.

onlinelibrary@london.ac.uk



What is the Online Library?

- © There is also an online, self help page with lots of resources to give you immediate help in finding and using the resources we provide.

<http://onlinelibrary.london.ac.uk/support>

- © The Frequently Asked Questions will help answer some of the most common enquiries we receive.

<http://onlinelibrary.london.ac.uk/support/faqs>



Why use the Online Library?

- To access high quality academic information sources that have been carefully selected to meet your programme's needs.
- To find the resources you need quickly which will save you valuable time and will enable you to hand in your work on time.
- To access diverse resources which will enable you to craft persuasive arguments for your exams and dissertation.
- To get help and support from information specialists.
- To develop key information literacy skills needed to survive in today's information world.

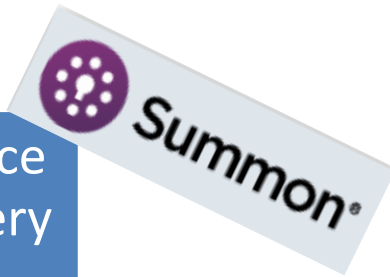


Key Online Library Resources and Services

DOCUMENT SUPPLY SERVICES

Document Supply Services

Resource Discovery Tools



E-Books



Enquiry Service



ABI/INFORM Global

Databases



Cambridge Core

Online Library

Literature Searches

Library Skills Training

Welcome to the Online Library 

"Committed to supporting the information needs of the University of London's distance learning community"



Accessing the Online Library

- Please note that all library databases are password protected to meet the licence requirements of the database provider.
- You can access everything in the Online Library using your Student Portal username and password, which you received when you completed your registration.
- If you are on a course run by SOAS, you need to access the Online Library using an Athens account. To request an Athens account, please complete this form:

<https://onlinelibrary.london.ac.uk/resources/register-athens>

Accessing the Online Library

- You can access Online Library resources from the Summon search results, or from your programme gateway.
- Each programme has a dedicated Online Library gateway which contains a list of resources that are relevant to your course.
- You can find it by going to the library home page, clicking on ‘Study programme’ at the top, and selecting your programme.

Online Library Home About the Library **Study Programme** Find Resources Student Support

Select your Study Programme

Please choose your study programme to see which resources you can access

When you select your study programme a list of databases you are able to access through that programme will be shown along with other useful resources suggested by your programme.

You should only select the study programme you are a member of as if you select a different one you may not be able to access all the resources shown.

All Other Courses

What if my study programme is not listed?
If your study programme is not listed please select 'All Other Courses'.

Or select from below

- Applied Educational Leadership & Management
- Business Administration
- CoDEP
- CoFMS
- CIS & Creative Computing
- CISD Global Diplomacy
- Combined Degrees Scheme
- English
- Faculty
- Global MBA
- History
- Human Rights
- Information Security
- International Foundation Programme
- International Management
- Research
- Modern Languages
- Organizational Psychology/HRM
- Petroleum Geoscience
- PG Laws, LLM, Cert/Dip
- Philosophy
- Professional Accountancy
- Refugee Protection & Forced Migration



Key databases

◎ ABI/INFORM Global

◎ EBSCO

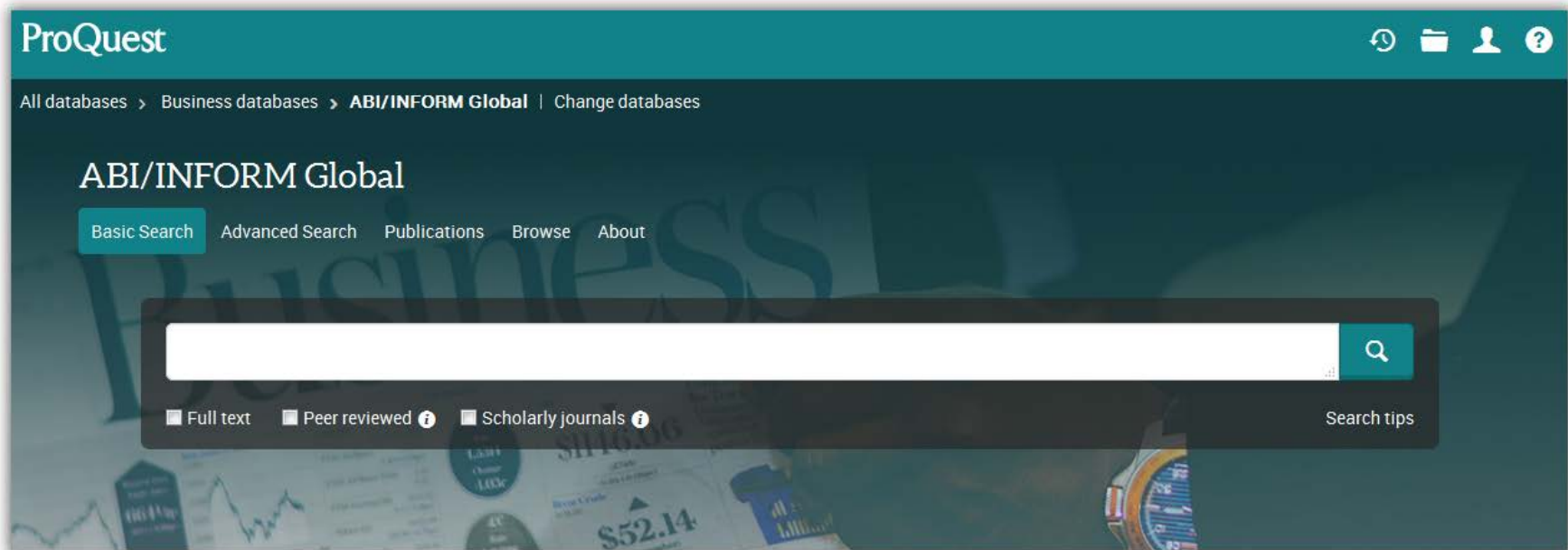
◎ JSTOR

◎ VLeBooks



ABI/Inform Global (Proquest)

- ABI/INFORM Global: a multi-disciplinary database covering business, management, economics and a wide range of related fields.





EBSCO

- The Online Library subscribes to several databases from the publisher EBSCO, including:
- Academic Search Complete, a social sciences multi-disciplinary database with full-text coverage of almost 4,700 scholarly publications.
- And Business Source Premier, which has full text coverage of over 2,100 business publications

New Search Publications Subject Terms Cited References More ▾ Sign In Folder Preferences Languages ▾ Help

Senate House Libraries,
University of London

EBSCOhost

Searching: Academic Search Complete | Choose Databases

Search

Search Options ▾ Basic Search Advanced Search Search History

Search Options

Reset

Search Modes and Expanders

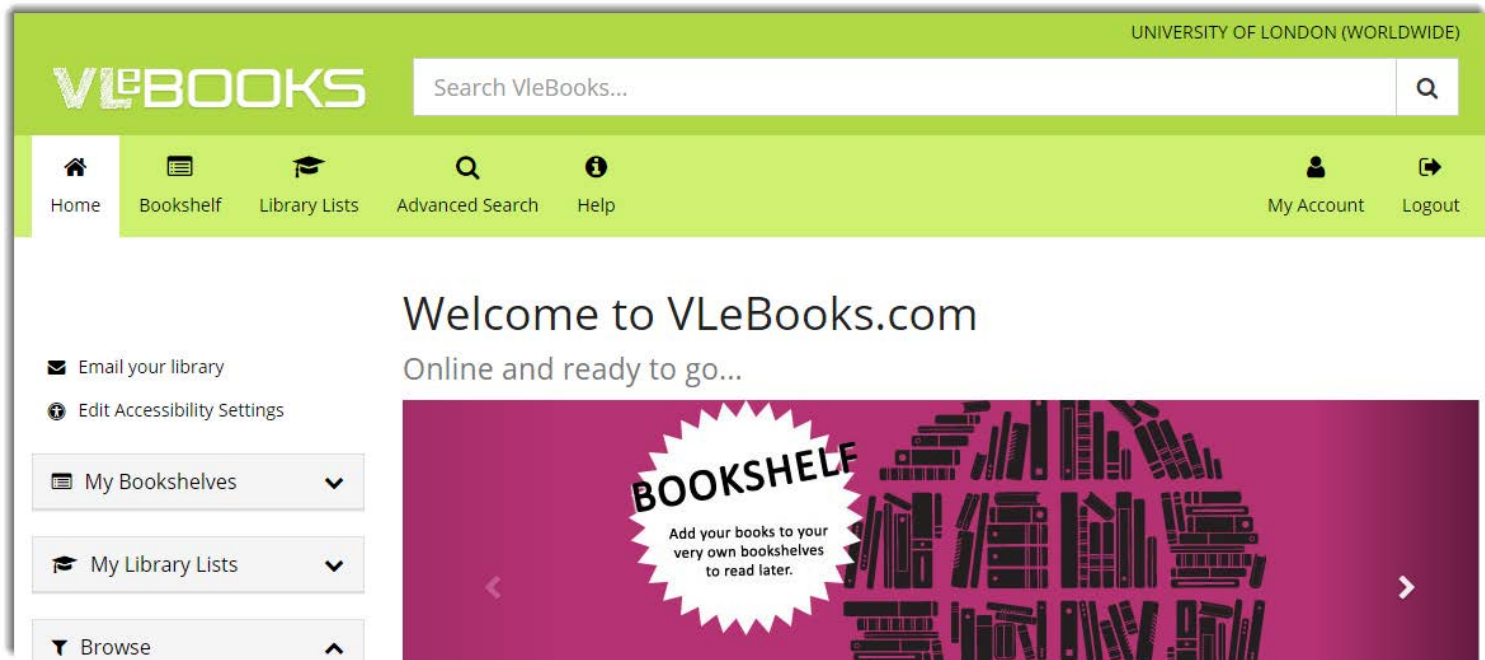
Search modes ?

Boolean/Phrase

Apply related words

VLeBooks (Browns)

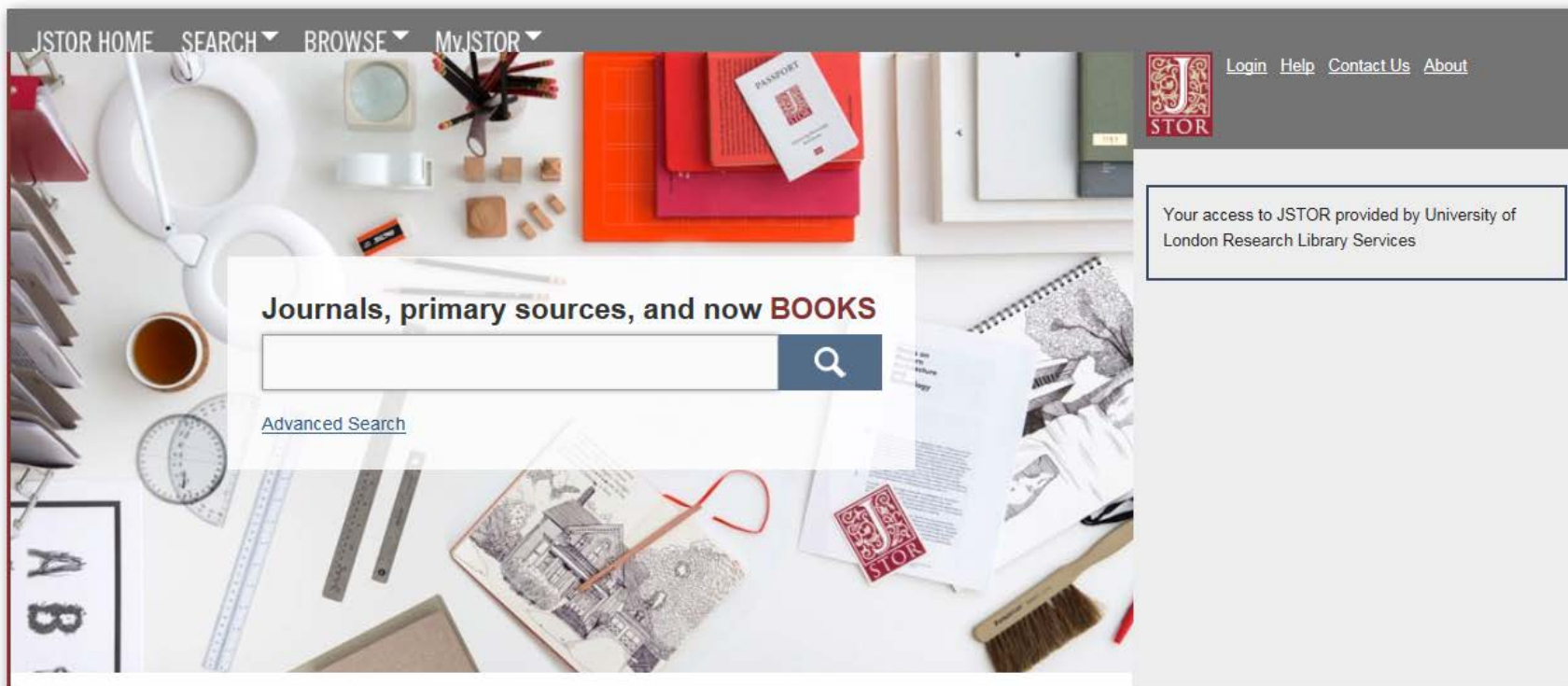
- VLeBooks is the Online Library's principal e-book platform
- VLeBooks currently has over 2,200 titles. The collection is constantly growing and covers a range of subjects.



The screenshot shows the VLeBooks website interface. At the top right, it says "UNIVERSITY OF LONDON (WORLDWIDE)". The main header features the "VLeBOOKS" logo and a search bar with the placeholder text "Search VleBooks...". Below the header is a navigation bar with icons and labels for "Home", "Bookshelf", "Library Lists", "Advanced Search", and "Help". On the right side of the navigation bar are "My Account" and "Logout" links. The main content area displays a welcome message: "Welcome to VLeBooks.com" and "Online and ready to go...". On the left side, there are several menu items: "Email your library", "Edit Accessibility Settings", "My Bookshelves" (with a dropdown arrow), "My Library Lists" (with a dropdown arrow), and "Browse" (with an upward arrow). A large banner image at the bottom features a stylized bookshelf graphic and a starburst containing the text "BOOKSHELF" and "Add your books to your very own bookshelves to read later."

JSTOR

- JSTOR: an excellent digital archive collection of scholarly journals that have been digitised, starting with the very first issues.



The screenshot shows the JSTOR website interface. At the top, there is a navigation bar with links for [JSTOR HOME](#), [SEARCH](#), [BROWSE](#), and [MyJSTOR](#). On the right side of the navigation bar, there are links for [Login](#), [Help](#), [Contact Us](#), and [About](#). Below the navigation bar, there is a large banner image featuring a desk with various items like a pen holder, a ruler, a notebook, and a book. Overlaid on this image is a search box with the text "Journals, primary sources, and now **BOOKS**". Below the search box is a search button with a magnifying glass icon and a link for [Advanced Search](#). In the top right corner of the main content area, there is a red JSTOR logo and a text box that reads "Your access to JSTOR provided by University of London Research Library Services".

Resource Discovery Tools: Summon

- Summon searches across all the Online Library databases and is a good starting point for your research
- Search Summon on the **Online Library homepage**, or the **Find Resources** page: <http://onlinelibrary.london.ac.uk/resources>

The image displays two screenshots of the University of London Online Library website. The left screenshot shows the 'Online Library Home' page with a search bar highlighted in red. The right screenshot shows the 'Find Resources' page with the 'Summon' search engine highlighted in red. A yellow box with a red border at the bottom contains the text 'Enter your search terms here.' with red arrows pointing to the search bars in both screenshots.

- Find out more about Summon at:

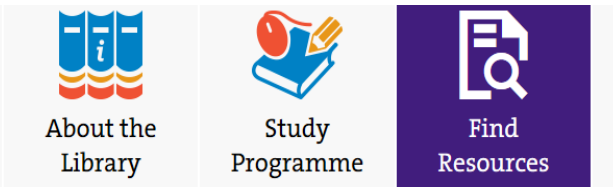
<http://onlinelibrary.london.ac.uk/resources/summon>

Resource Discovery Tools: The A-Z Journals List

- ◎ The Online Library has a tool for finding out which database a journal is in, the **A-Z Journals List**.
- ◎ Type the title of the journal into the search box and the results will tell you which database the journal is in and the years available.

Or from the **Online Library homepage** here.

Access the **A-Z Journals List** from the **Journals** page in the **Find Resources** section.

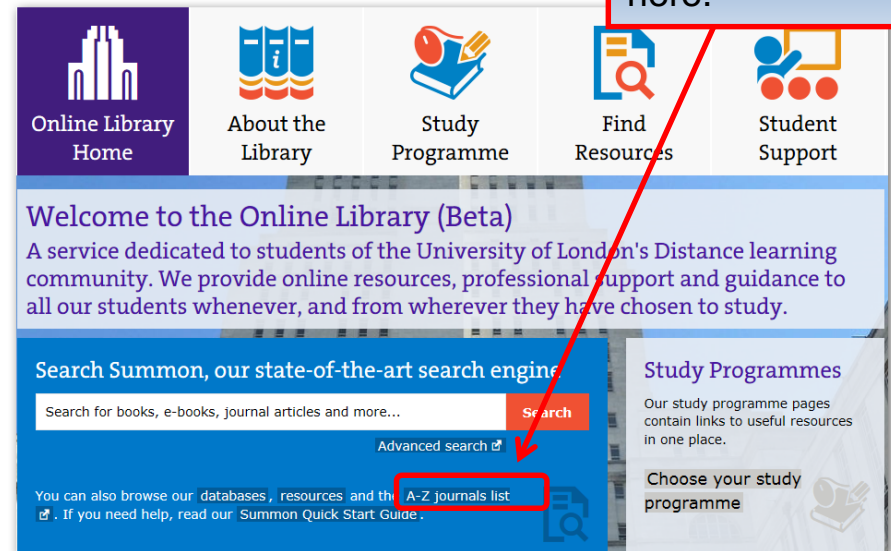


Journals

The Online Library provides access to electronic journals. These high quality e not freely available on the Internet. Select the A-Z Journals link below where individual journals by title and browse an alphabetical list of journals.

[Browse the A-Z journals list](#)

- Summon
- Databases
- e-books
- Journals**
- Open Education Resources



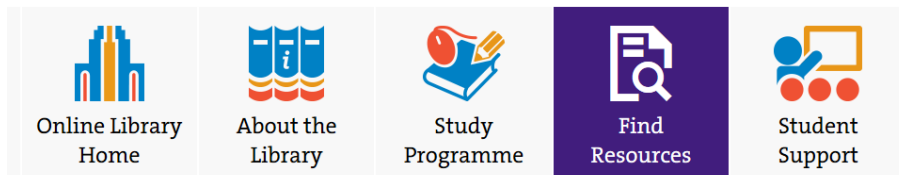


Accessing Online Library databases

<http://onlinelibrary.london.ac.uk/programme>

There are two ways to access your databases:

1. From the Databases page under Find Resources. Select your study programme to view your databases list.
2. On your study programme gateway.



Find Resources

- Summon
- Databases**
- e-books
- Journals
- Open Education Resources
- Other Libraries
- Register for Athens

Databases

Select your study programme below to find out which databases you can access, or visit your [Study Programme](#) page for more details.

Please note: all Online Library databases are password protected.

Students require a Portal and Athens username and password.

For further information see the [passwords page](#).

Browse by study programme

- Select your study programme -

Currently showing: *None*

Refugee Protection & Forced Migration

Databases

- ABI/Inform Global (Proquest)
- Academic Search Complete
- BAILII
- Business Source Premier
- Cambridge Journals Online
- Dawsons E-Book Collection
- EndNote Basic
- Family Law Online
- HeinOnline
- House of Commons Parliamentary Papers
- Human Rights and Humanitarian Norms as Customary Law by Theodor Meron

Need help using the resources?

- Virtual Library Tour
- Help
- Information Skills
- Quick Start Guides
- Contact us

News and Blog articles

- Launch of the new Online Library Website
- Upgrade to Summon 2.0



Accessing Online Library databases

Select a database from the list on your gateway to go to the database information page.

⦿ A brief description of each database will tell you what the database contains.

⦿ The login link, Login Guide, and Quick Start Guide for that database are provided here.

Databases

- [ABI/Inform Global \(Proquest\)](#)
- [Academic Search Complete \(EBSCO\)](#)
- [Business Source Premier \(EBSCO\)](#)
- [Cambridge Core](#)
- [Dawsons E-Book Collection](#)
- [Dissertations \(ProQuest: Global\)](#)
- [Dissertations \(ProQuest: UK and Ireland\)](#)
- [EJS E-Journals \(EBSCO\)](#)
- [Emerald](#)
- [European Newsstream \(Proquest\)](#)

Academic Search Complete (EBSCO)

[Login](#)

You can login to this database using either your student portal password or your Online Library Athens account.

Updated daily, Academic Search Complete is a multi-disciplinary database with full text coverage of almost 4,700 scholarly publications, including full text coverage of over 3,600 peer-reviewed journals dating as far back as 1975.

[Login Guide](#)
[Quick Start Guide](#)

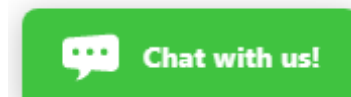


The Enquiry Service

If you need help and support with accessing library resources or encounter any problems contact the library team.

Staffed by professional librarians, it is open Monday to Friday 9am - 5pm (London Time).

- **Email:** onlinelibrary@london.ac.uk
- **Telephone:** +44 (0) 20 7862 8478
- **By filling in the web form at:**
<https://onlinelibrary.london.ac.uk/about/contact-us>
- **Ask a Librarian Live Chat:** talk to a librarian in real time when the tab in the bottom left corner of the page is green





**Well done for finishing the
Getting Started Skills Tutorial!**