

Wiley Digital Collection

eText to Library User Guide



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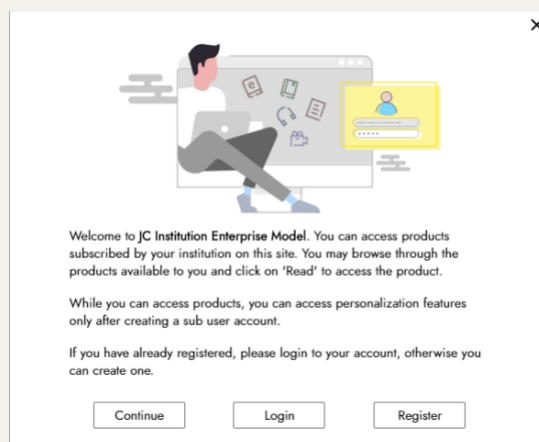
1 eText to the Library

This section describes the Access method & Steps a user needs to follow to access the titles the Institution has subscribed on Wiley Digital Textbook Platform.

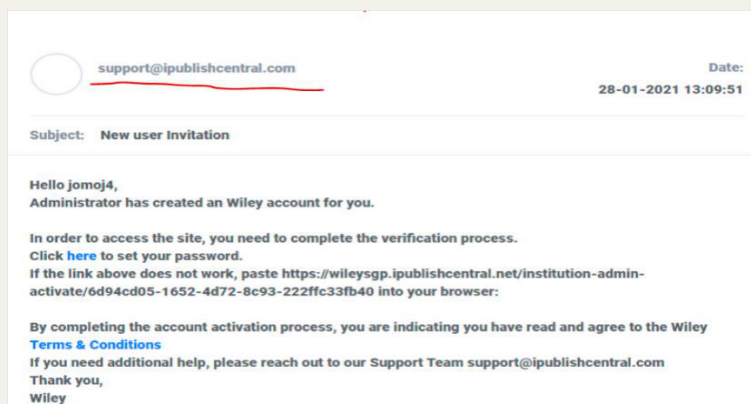
1.1 How can Students access the eLibrary Online?

This section explains how users can access the eLibrary (titles subscribed by their Institution).

1. Open the **Wiley Digital Collection website** in your Internet browser within your Institution IP.
2. Once the Institution 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.

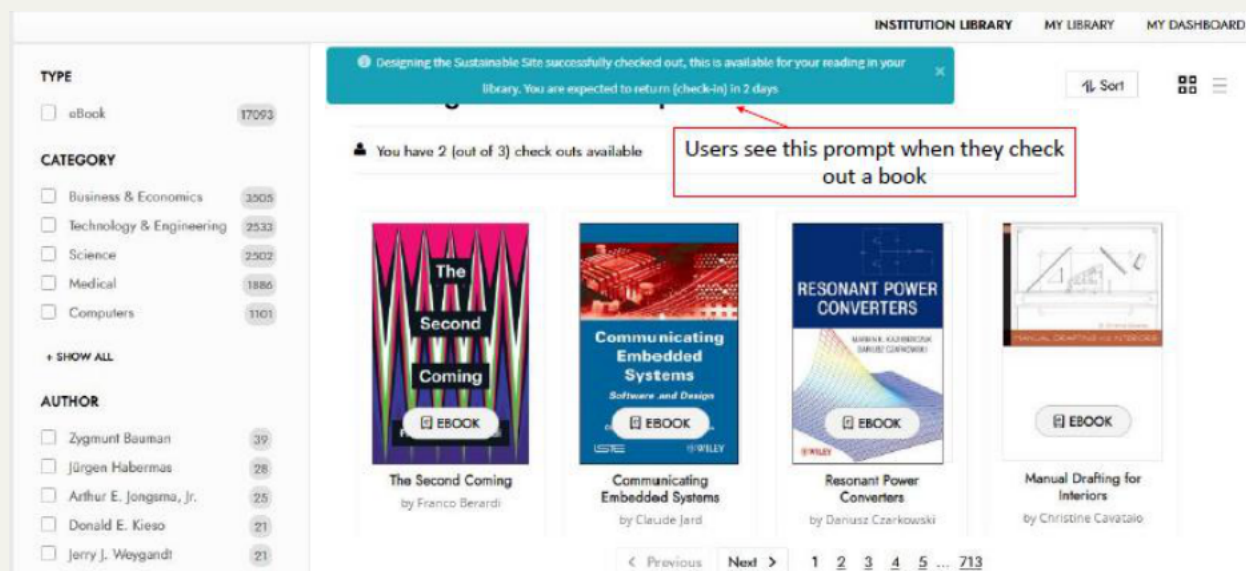
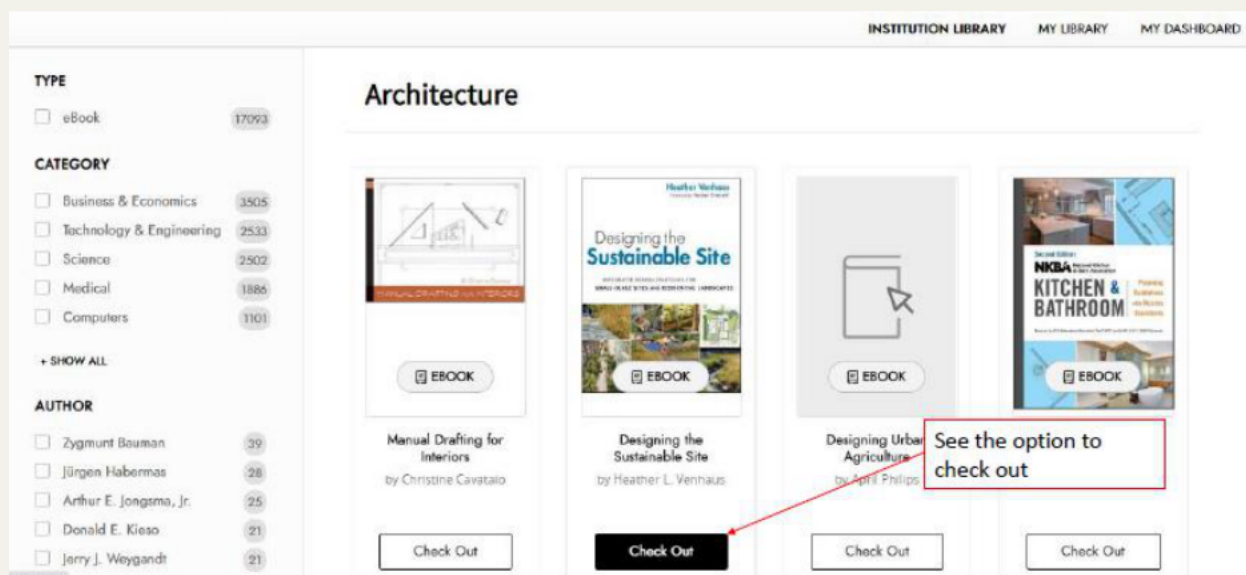


3. Click on "Register" to create your personal account (mandatory for all new users). An email notification will be sent to you. Please complete the verification process.



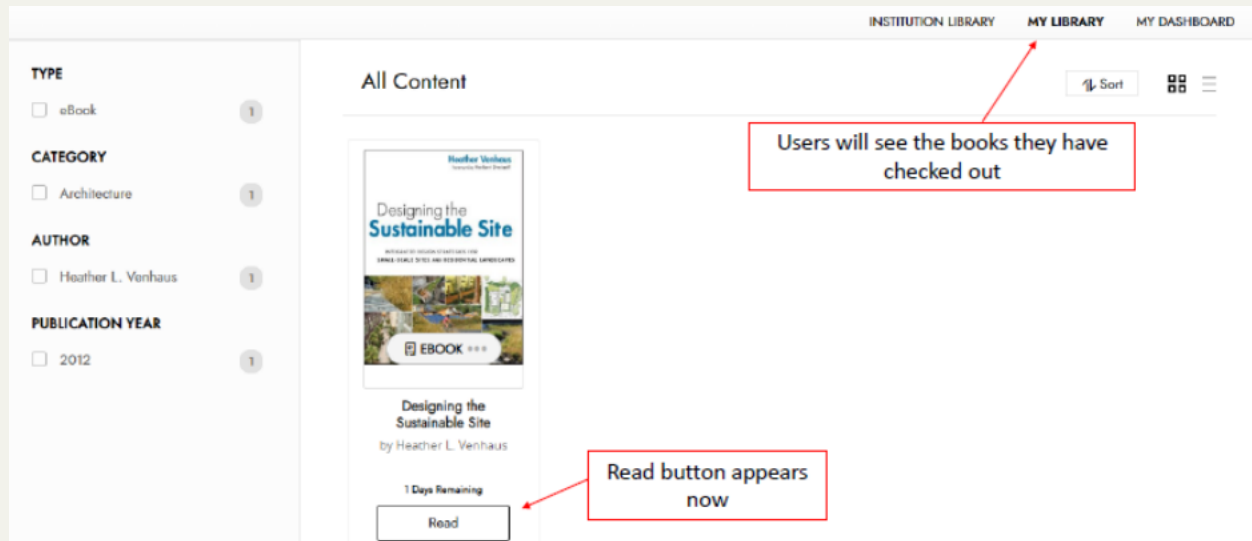
4. If you already have a personal account, click "**Login**". Once logged in, users can access the books from "**Institution Library**" tab to check out the books and start reading. Institution Library shows the listing of all the titles the Institution has subscribed to.

5. Click on “Check Out” to read an ebook

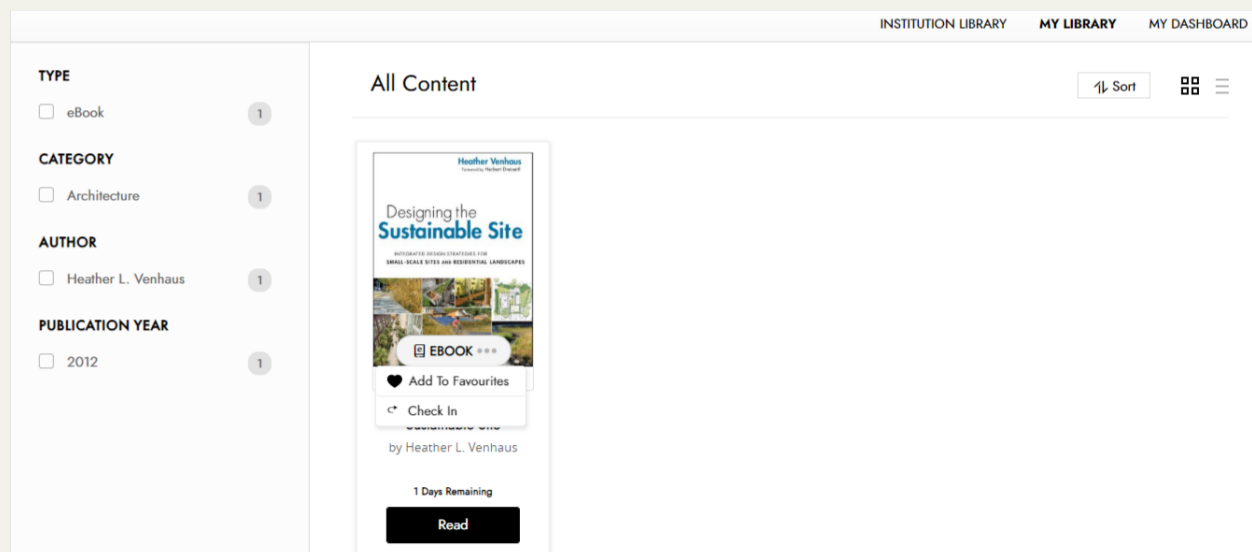


6. In **"My Library"** tab, users will see the ebooks they have checked out.

7. Click **"Read"** to open up the ebook



8. To return the book, select the 3 dots [...] and click **"Check In"**



This screenshot shows the 'PRODUCT OVERVIEW' page for the eBook 'Designing the Sustainable Site' by Heather L. Venhaus. The page includes a sidebar with filters for Type, Category, Author, and Publication Year. The main content area displays the book's cover, product information (ISBN, publication date, language, page count), and availability status. A red box highlights the 'Check In' button, with an arrow pointing to it from a text box that says 'Check in the book from product details page'. Below the book information, there is a brief description of the book and a 'Show More' link.

Designing the Sustainable Site

PRODUCT OVERVIEW

Heather Venhaus
Foreword by Herbert Dreiseitl

Product Info
by Heather L. Venhaus(Author), Herbert Dreiseitl(Foreword by)
ISBN : 9781118183434
Publication Date : 23-03-2012
Language : English
No. of Pages : 256
Available for reading till 16 Jul 2020 (1 days remaining)

Read Check In

The full-color, practical guide to designing sustainable residential landscapes and small-scale sites

"Going green" is no longer a choice; it's a necessity. Developed landscapes have played a significant role in exacerbating the environmental and social problems that threaten humanity; however, they can also be part of the solution. *Designing the Sustainable Site: Integrated Design Strategies for Small-Scale Sites and Residential*

[...Show More](#)

This screenshot shows the 'All Content' page in a library interface. The page has a sidebar with filters for Type, Category, Author, and Publication Year. The main content area displays a list of books. A red box highlights the 'Check In' button, with an arrow pointing to it from a text box that says 'Check in the book from product details page'. Another red box highlights the 'List' view icon, with an arrow pointing to it from a text box that says 'Use the List view in My Library'. Below the book information, there is a brief description of the book and a 'Show More' link.

INSTITUTION LIBRARY MY LIBRARY MY DASHBOARD

TYPE

☐ eBook 1

CATEGORY

☐ Architecture 1

AUTHOR

☐ Heather L. Venhaus 1

PUBLICATION YEAR

☐ 2012 1

All Content

Sort

Designing the Sustainable Site
by Heather L. Venhaus

Available for reading till 16 Jul 2020 (1 days remaining)

Read Check In

The full-color, practical guide to designing sustainable residential landscapes and small-scale sites

"Going green" is no longer a choice; it's a necessity. Developed landscapes have played a significant role in exacerbating the environmental and social problems that threaten humanity; however, they can also be part of the solution. *Designing the Sustainable Site: Integrated Design Strategies for Small-Scale Sites and Residential*

[...Show More](#)

Use the List view in My Library

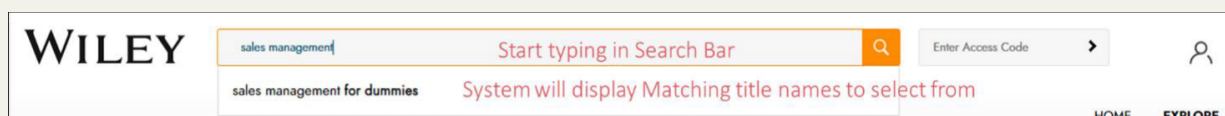
Check in the book from product details page

2 Search & Browse

Users are free to search & browse all the titles available in the "Institution Library" tab.

2.1 Basic Search

Users can start exploring the site by using the Search feature on the portal. Start typing in the search bar to get matching title suggestions by the system as shown below.

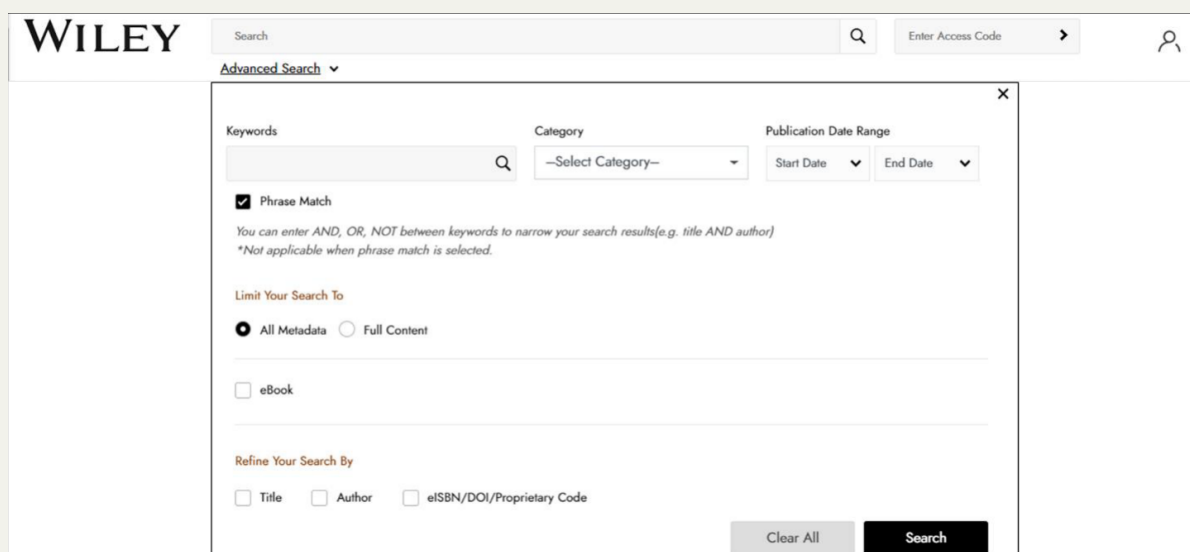
The screenshot shows the Wiley logo on the left. To its right is a search bar containing the text "sales management". Below the search bar, a dropdown menu displays "sales management for dummies". To the right of the search bar, there is a red text prompt: "Start typing in Search Bar" and "System will display Matching title names to select from". Further right is a button labeled "Enter Access Code" with a right-pointing arrow. On the far right is a user icon. At the bottom right, there are links for "HOME" and "EXPLORE".

2.2 Advanced Search

Advanced search allows the user to find the book using various metadata elements as well as features like Boolean search on the platform.

Advanced Search Options include –

- Boolean Search – use AND/OR/ NOT operations between keywords to narrow the search results (won't apply if Phrase match is selected)
- Phrase Match – Search for exact phrase
- Search using Category (Subject), Publication Date Range, Title, Author, ISBN
- Full Content Search

The screenshot shows the Wiley logo at the top left. To its right is a search bar with the word "Search" and a magnifying glass icon. Further right is a button labeled "Enter Access Code" with a right-pointing arrow. On the far right is a user icon. Below the search bar, there is a dropdown menu labeled "Advanced Search". The modal window for "Advanced Search" is open, showing various search options. It includes a "Keywords" field with a magnifying glass icon, a "Category" dropdown menu with the text "--Select Category--", and a "Publication Date Range" section with "Start Date" and "End Date" dropdown menus. There is a checked checkbox for "Phrase Match" with a note: "You can enter AND, OR, NOT between keywords to narrow your search results(e.g. title AND author) *Not applicable when phrase match is selected." Below this, there is a section "Limit Your Search To" with two radio buttons: "All Metadata" (selected) and "Full Content". There is also a checkbox for "eBook". At the bottom, there is a section "Refine Your Search By" with three checkboxes: "Title", "Author", and "eISBN/DOI/Proprietary Code". At the bottom right of the modal, there are two buttons: "Clear All" and "Search".

2.3 Filter Options

Users can also use the Filter By options on the portal to find the books they are looking to read. Filter Options include – Subject/ Category, Author, Publication Year

CATEGORY
☐ Business & Economics 3500
☐ Technology & Engineering 2530
☐ Science 2502
☐ Medical 1885
☐ Computers 1096
+ SHOW ALL

AUTHOR
☐ Zygmunt Bauman 39
☐ Jürgen Habermas 28
☐ Arthur E. Jongsma, Jr. 25
☐ Jerry J. Weygandt 22
☐ Donald E. Kieso 21
+ SHOW ALL

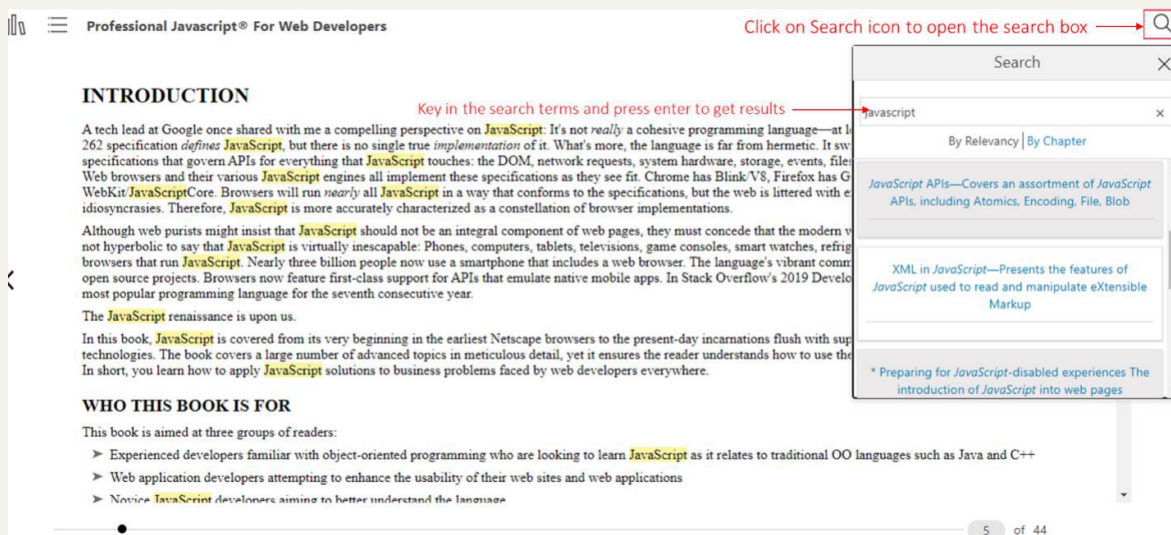
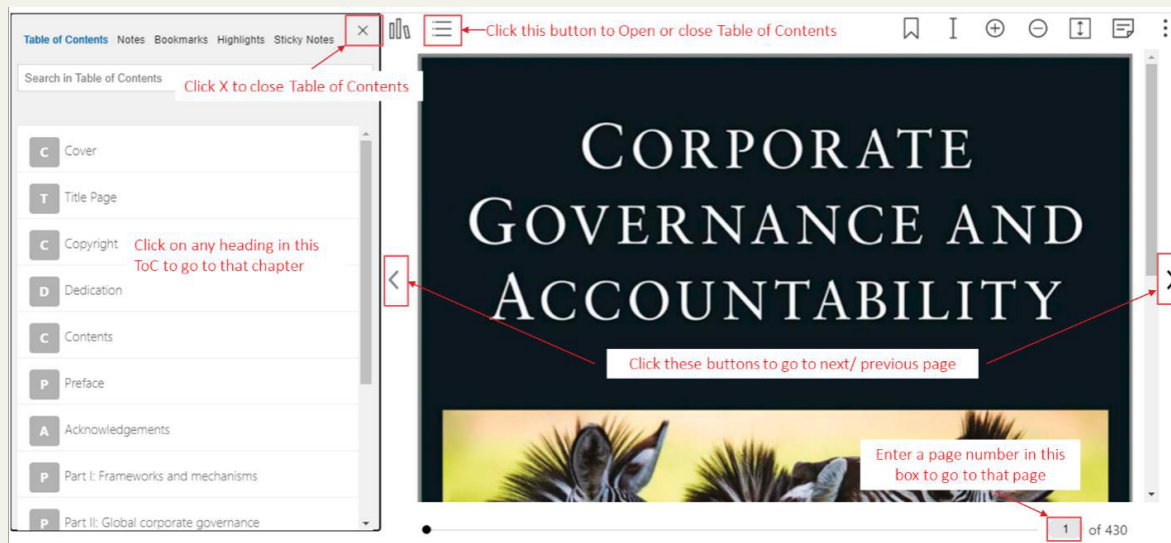
PUBLICATION YEAR
☐ 2013 3153
☐ 2014 2142

3 Reading & Personalizing Content

Wiley Digital Collection platform supports ePDF and ePUB format files. While the User Interface is slightly different for these 2 file formats, platform has features to enhance reading experience of the users on both these formats.

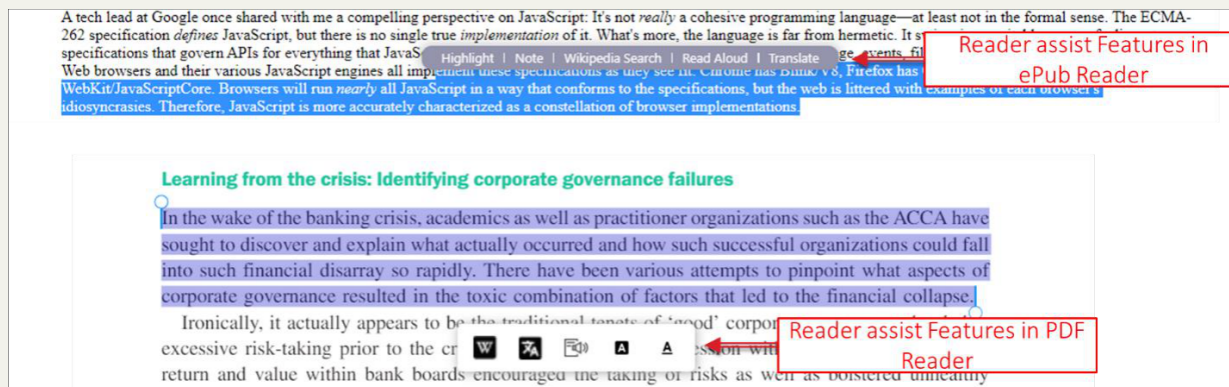
3.1 Navigation & Search

Readers can navigate through the book using Table of Content, Next Page/ Previous Page buttons, Page Numbers, Search within the Book (sort results by Chapter/ by relevancy).



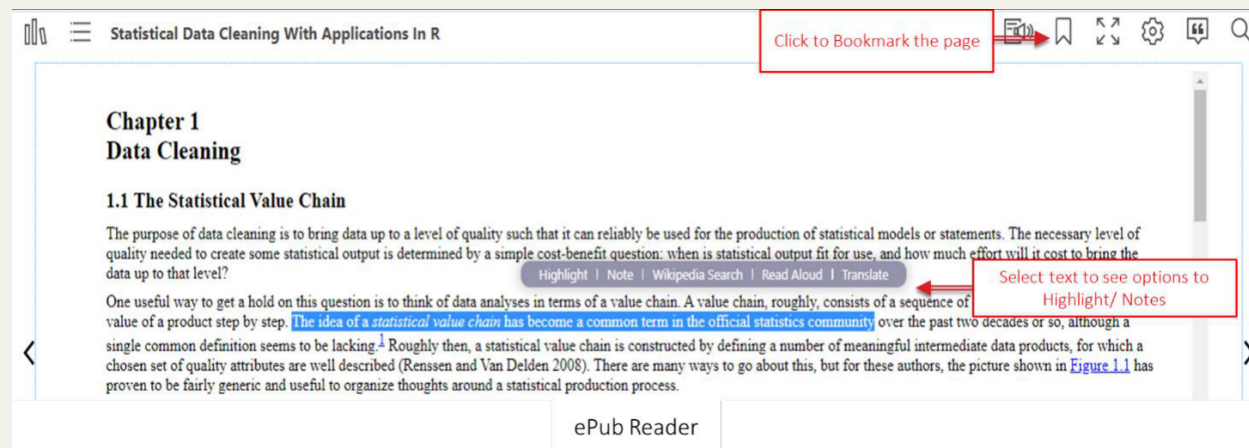
3.2 Reader Assist Features

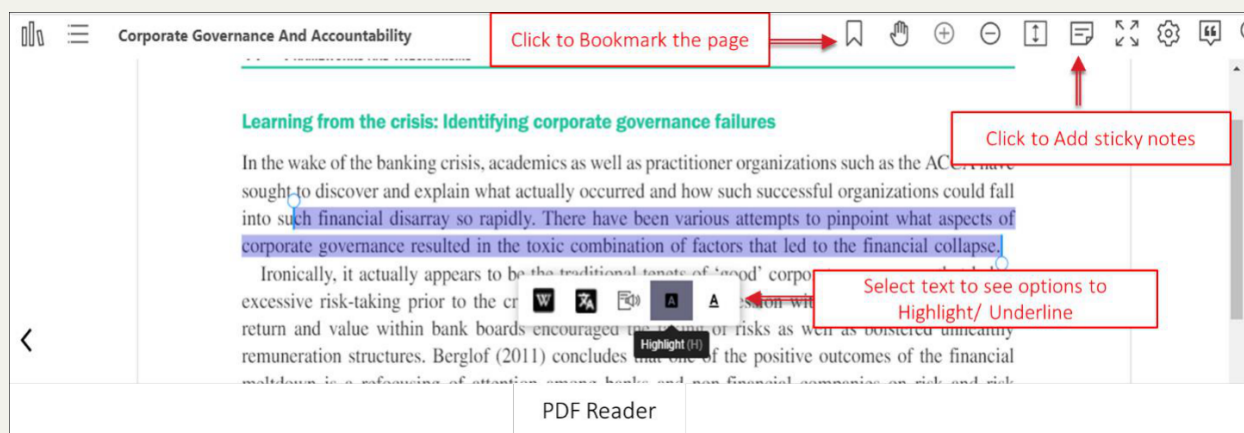
Wiley Digital Collection ebook reader has features to assist the reader – these include Wiki Search (gets you any related Wiki results for additional reading, Translate (translates the highlighted text to other languages – readers can pick the language), Read Aloud (Reads aloud the highlighted text).



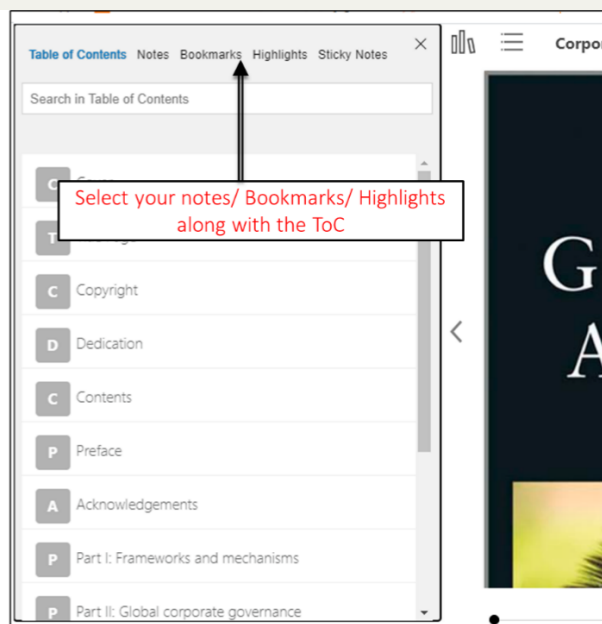
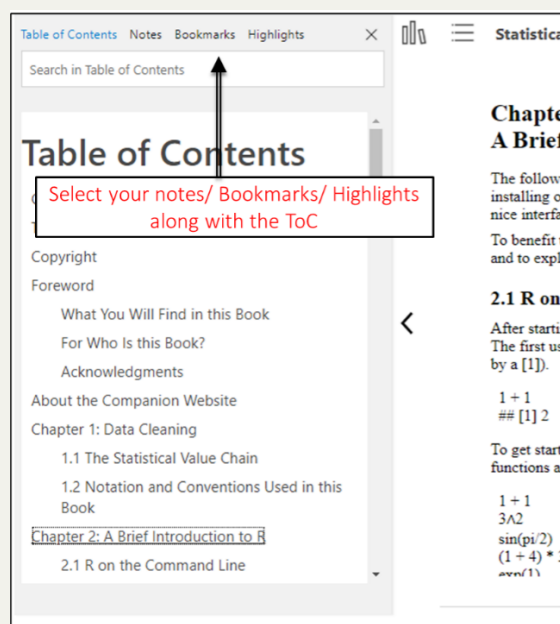
3.3 Personalization Features

Wiley Digital Collection ebook reader has features for readers to personalize ebook content – these include Highlights (with comments or notes) – allows readers to highlight text, Take notes – take notes while reading the ebook, Bookmark any page in the ebook to come back for a quick reference.





You can see all your notes, bookmark, highlights in the book along with the Table of Contents – see below.

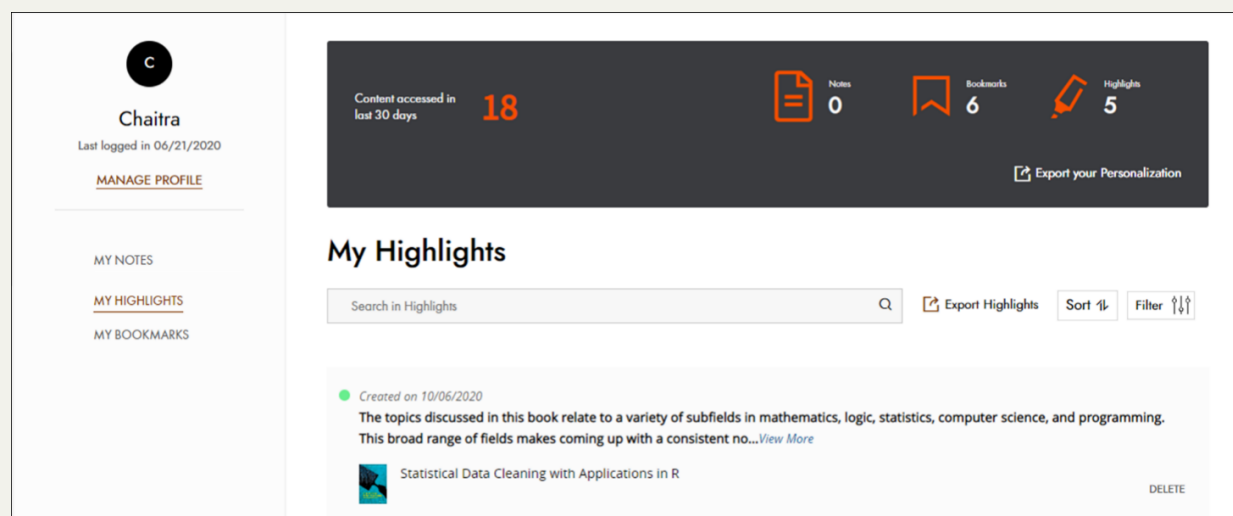
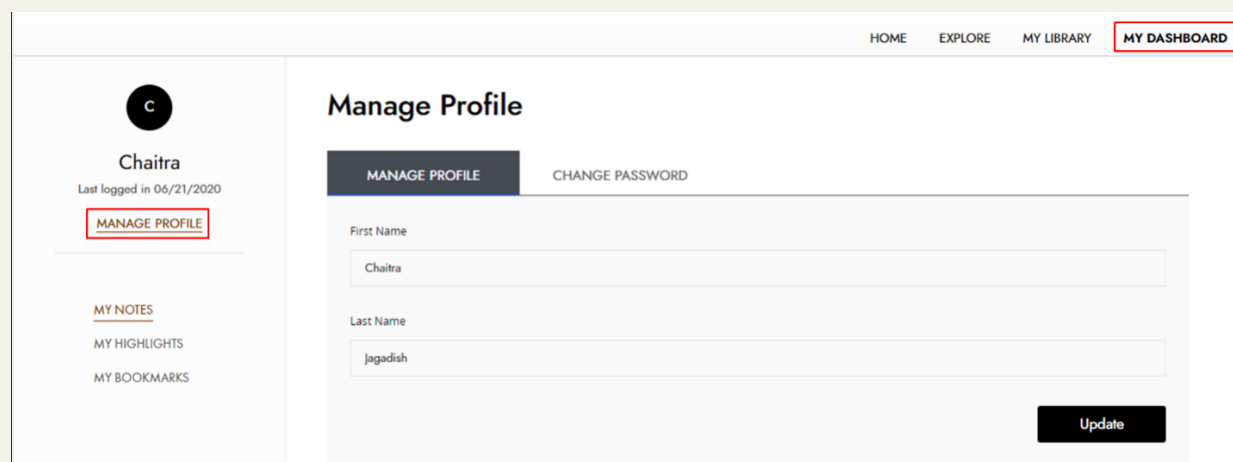


4 Content Curation & Dashboard

4.1 My Dashboard

My Dashboard allows the users to Manage their profile – Edit Name & Change Password. My Dashboard also shows the collection of all My Notes, My Bookmarks, My Highlights – across all the books a user has read.

Wiley Digital Collection platform also allows the users to export their personalizations (notes, bookmarks, highlights).



5 Offline Access – Mobile App

5.1 About The App

Wiley eText App is a product that offers an intuitive and easy to use solution. The interface allows you to integrate and securely deliver a range of products for offline access that assist researchers, professionals, and students to discover and engage with scholarly content.

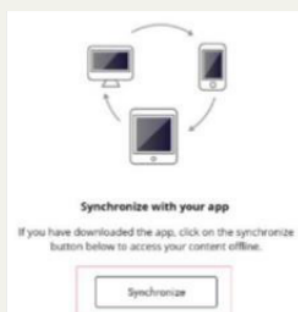
5.2 Getting Started

Download & Install the Wiley eText apps on your device

1. **Android** - <https://play.google.com/store/apps/details?id=com.wiley.wileyetext&pli=1>
2. **iOS** - <https://apps.apple.com/in/app/wiley-etext-reader/id6756264588>
3. Open eLibrary on your mobile internet browser
4. Once you are logged in to the site. Click on the **"sync"** button next to the profile icon



5. You will see a pop up to confirm and synchronize. Click on **"Synchronize"** to automatically login to the installed apps



6. Apps will open automatically for the user to continue reading the books in **"My Library"**.

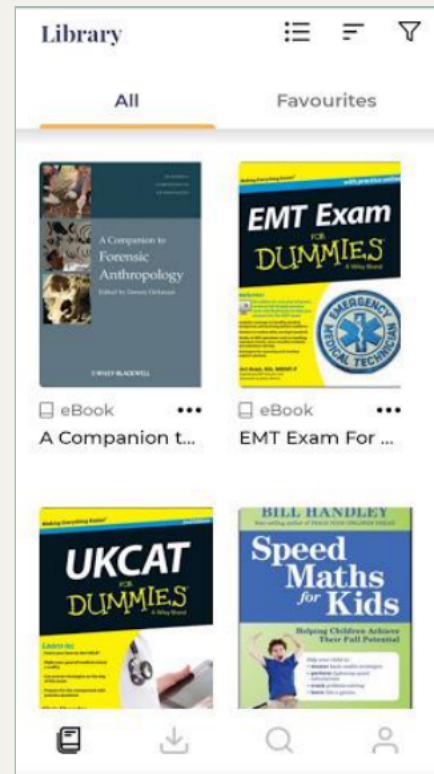
Please note that this synchronize process is required if you are using the Wiley eText mobile apps **for the first time**.

If you have already logged into the apps – you can directly open the app and continue reading the books from "My Library" tab

5.3 Homepage

On the main menu (home screen) the options are:

- **Library:** View your personal product subscriptions added in your shelf.
- **Favourites:** Add your favourite products to the list.
- **Downloads:** You can download products to read the ebook offline.
- **Search:** Search across all full-text articles by entering keywords or author information in the "Search" box on the main site navigation page.
- **Account Profile:** Account settings allow the users to manage their profile – Edit Name & Change Password.



5.4 Basic Navigation

There are several options to browse and search the Wiley eText Library.

Sort your eBooks by alphabetical order or recent search list

You can add the subscribed products to the favourite list and access by clicking on Favourites

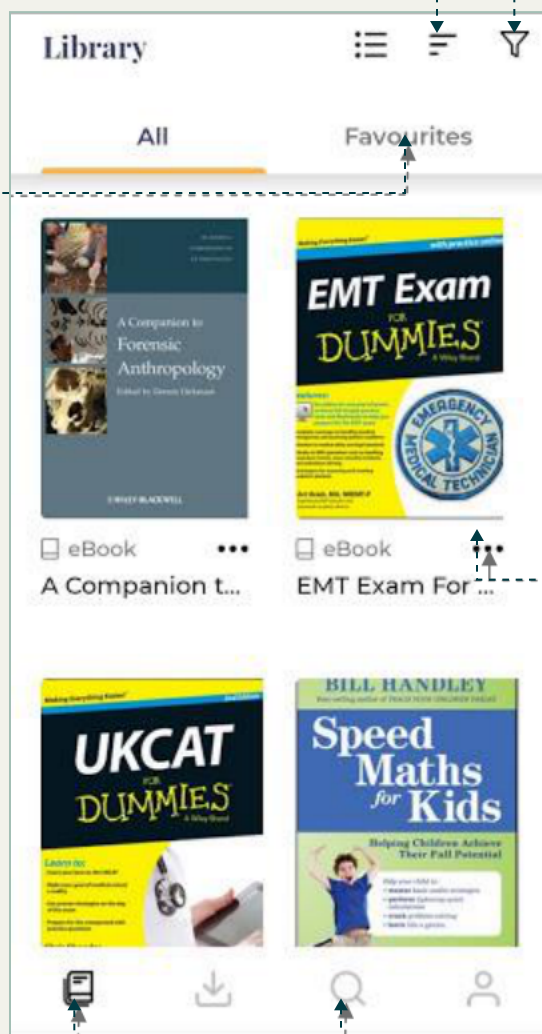
You can filter the library by various criteria:

- > Categories
- > Product Title
- > Metadata

Click on the dotted line to remove products from the Favourite list

Type a search term directly by clicking on the search icon or select 'Advanced search' to create complex searches, access saved searches

View your personal product subscriptions added in your shelf



5.5 Download eBook

Discover the Digital Textbook to download and read it offline.

- Scroll down to the book you wish to download and tap the cover.
- Tap Download to begin download of the book.
- Once the download is completed, the book will open and paginate

6 Offline Access – Desktop App

6.1 Getting Started

Download & Install the Wiley eText apps on your desktop

1. Go to: <https://wileysgp.ipublishcentral.net/home>
2. Scroll down to the footer banner
3. Select Windows or Mac OS to download and install the application

