Infobase eBooks
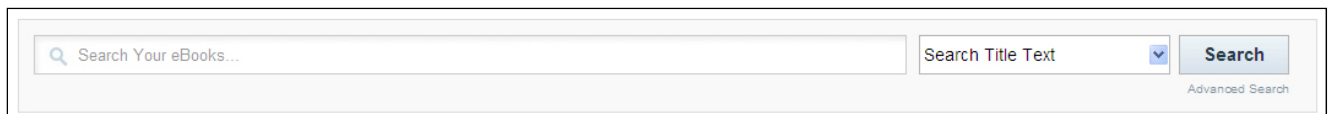
Quick Start Guide

Searching for eBooks

Search your eBooks…
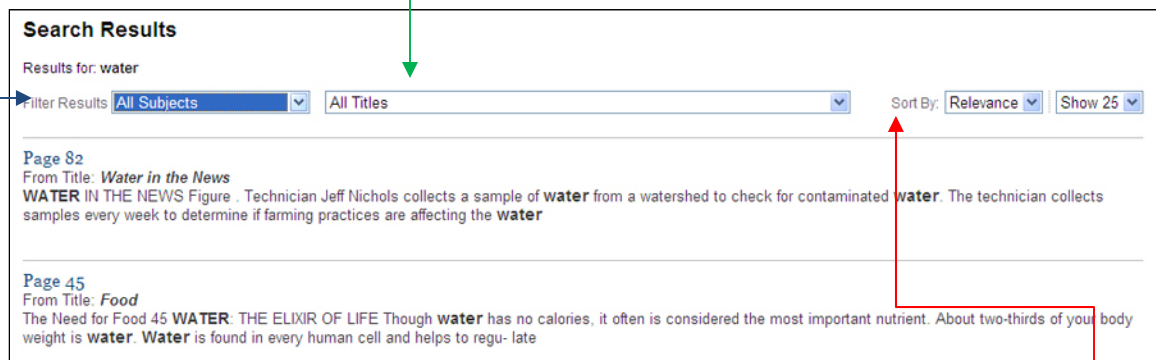is where you can search the contents of your complete collection.

You can search by full text search or title text search:

A **title text** search will only search for titles pertaining to your search.

A **full text** search will allow you to search every word in every book in your institution's collection and returns more detail, including the books that the result came from, the page number the result is on and even a snippet of each result from the text that was searched in the book.

Search Results

Results for: water

Filter Results [All Subjects]   [All Titles]   Sort By: [Relevance] [Show 25]

Page 82
From Title: *Water in the News*
WATER IN THE NEWS Figure . Technician Jeff Nichols collects a sample of **water** from a watershed to check for contaminated **water**. The technician collects samples every week to determine if farming practices are affecting the **water**

Page 45
From Title: *Food*
The Need for Food 45 WATER: THE ELIXIR OF LIFE Though **water** has no calories, it often is considered the most important nutrient. About two-thirds of your body weight is **water**. **Water** is found in every human cell and helps to regu- late

After you perform a search you can then filter results even further by sorting options by using the **subject drop-down**.
You can see results by **Relevance or Title**, or title specific results using the **title dropdown**. Also you can view **5 to 25** results per page.

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Advanced Search

Advanced Search is selected from the Available Titles page, under the search button.

Advanced Search provides additional refined options to choose from:

- Title Text or Full Text
- Author
- Series Title

Advanced Search

Search Term

Search Title Text
Search Full Text

Author   Series Title

All Imprints   All Subjects   Before   Select Publish Date

Reset   Search

Additional modifiers: **imprints**, **subjects** and **publication date range**.

Enter your query and click search. You will now have results based on your search criteria.

Options can be searched individually or in concert with each other. You can search for a term itself. Search for an author. Search for a series title. Or you can search for the term by the author and/or in a series title.

Quick Start Guide

Title Information

The **Title Information** icon (see above) opens the Title Information Panel. This tab is in all Infobase eBooks and provides information and summary about the book.

As seen on the left, the Title Information section contains:

- Book Title
- Published Date
- Author
- eBook ISBN
- Imprint
- Age Level
- Dewey Number
- View Summary

View Summary contains a description of the book. The size and contents of the summary vary per book.

Central America is a tiny region, broken into seven even smaller nations. More than 5 million North Americans visit these countries every year, exploring Mayan ruins in Guatemala and Belize, discovering the rain forests of Nicaragua and Costa Rica, snorkeling in Honduras, and cruising through the Panama Canal.

A Brief History of Central America, Second Edition explores the history of the Central American isthmus from the pre-Columbian cultures to the contemporary nations that make up the region today: Belize, Costa Rica, El Salvador, Guatemala, Honduras, Nicaragua, and Panama. This second edition brings the history of the region up to date with new developments, including the continued struggle in the aftermath of the civil wars, the impact of the free trade agreement signed with the United States, and recent elections.

Coverage includes:

- The Land and Its First Peoples
- The Spanish Conquest
- Life in the Colony
- The Federation of Central America
- The Making of the Coffee Republics
- Challenge to the Old Order
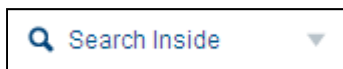- Civil Wars
- The Challenge of Peace and Democracy.
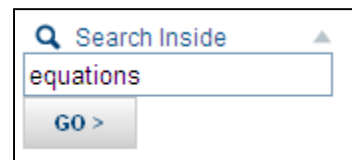
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Quick Start Guide

Searching Inside eBooks

Once inside an eBook, the left side of the screen contains useful features and tools. One of them is **Search Inside**.

Q Search Inside ▼

Click the search inside icon, this will drop open to reveal a search entry field and a Go button.

Type in your search term and click **GO**.

Q Search Inside ▲

equations

GO >

Search Results

Results for: **equations** | Results per Page: Show 5 | Sort Results By Relevance

Chapter: Spectral Theory pg. 163

the characteristic polynomial, and its roots are exactly the eigenvalues of the original system of linear **equations**. The discovery of the characteristic polynomial established an important connection between two very important branches of algebra: the theory

Chapter: A Computational Application of Matrix Algebra pg. 176

in submarine navigation. Nuclear submarines are completely dependent on mathematics and computer technology to solve very large sets of algebraic **equations**. Nuclear submarines are huge ships. They can dive deep and they can cruise underwater at freeway

Chapter: Chinese Algebra pg. 15

numbers, one's work becomes much harder. In this sense the Chinese methods for solv- ing algebraic **equations** were more adaptable and "modern" than were the methods used by the Mesopotamians, who strove to avoid negative numbers. In addition
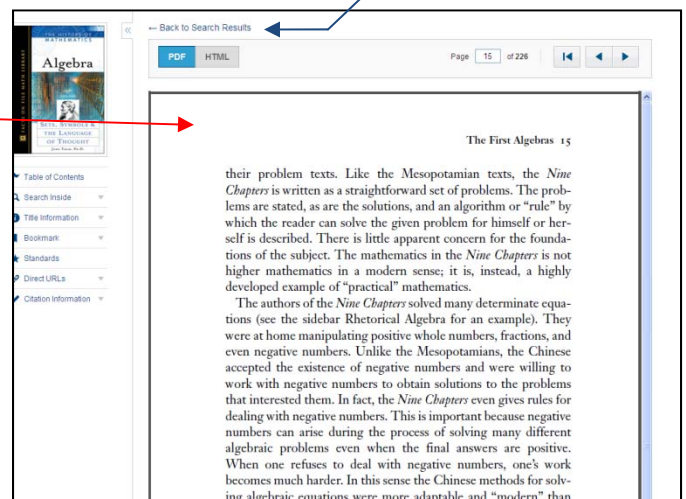
Chapter: The New Algorithms pg. 65

Algebra as a Theory of **Equations** 65 taught. In one story the 14- year-old Tartaglia hires a tutor to help him learn to read but has only enough money to reach the letter k. In 1512, when Tartaglia was barely a teenager, the city

Chapter: Francois Viete, Algebra as a Symbolic Language pg. 71

Algebra as a Theory of **Equations** 71 very small group of very similar problems. This changed with the publication of Ars Magna. Finally, Cardano's book made it seem at least possible that simi- lar formulas might exist for algebraic

Search Results will display which are linked to their corresponding pages. When you click on these results you will be taken to the book and page where the result originated. To return to the search results page, click: **back to search results**.

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Creating a Bookmarks Account

Bookmarks provide an option for saving bookmarks of pages to recall for later use. Bookmarks work across multiple books and multiple pages.

To get started, click My Bookmarks from the upper right of the screen.

My Bookmarks ▾

You will be prompted with a link to create an account or sign in.

Go ahead and click **Create an Account**.

> **NOTE:** *Your email address will serve as your username, so if you ever forget your bookmarks password we can email it to you. No worries.*

You will be prompted for:

- An email address
- A password
- Confirm password

Once that information is entered, click **Submit**.

You will now be signed in automatically.

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Adding Bookmarks

Once you've created your Bookmarks Account* you'll be able to save bookmarks for later use.

To add bookmarks to your account, start by clicking My Bookmarks.
If you are not signed in, you will be prompted on the upper right of your screen with the following window:

Master Collection | Dictionary | Help | My Bookmarks ▼

My Bookmarks allows you to create and save bookmarks and notes.

To use My Bookmarks you must **create a personal account** with a username and password that is separate from a username and password you may be using to access our eBooks. We require your email address as a username so we can email your password to you if you forget it.

CREATE AN ACCOUNT

Already have an account

Login

Username:

Password:

LOGIN

Forgot Password

X Close

Enter the username and password you chose when you created your account. Remember, your username is your email address.
To add a bookmark from an eBook, be sure to be on the page of the eBook that you would like to bookmark. On the left side of the screen click the bookmark button.

🔖 Bookmark

Bookmark this page

Title *(optional)*

Interview skills

Notes *(optional)*

pretty interesting

CREATE BOOKMARK

View my saved bookmarks

You will have the option to give your bookmark a **title** or **note**, this isn't required but you may find this useful.

Once done, click **Create Bookmark**. You're all set!

To retrieve your bookmark, click the **My Bookmarks** button on the upper right of the screen.

*If you have not created an account: click Create an Account and input the required information, once you click submit you will be signed in. More can be found in the article "Creating a Bookmarks Account"
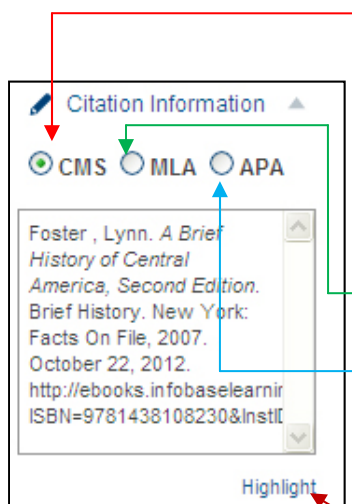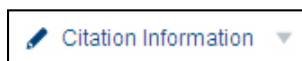
Quick Start Guide

Citing Sources

In the eBook go to the left side panel, and click on the Citations dropdown.

Citation Information ▼

This will open to reveal 3 different formatting options for citations:

- CMS
- MLA
- APA

Select the format required for your assignment and then click the **highlight link**.

The highlight link will select the text as seen in the image to the right.

Now, copy and paste* to your report or assignment.

*To Copy and Paste

On Windows:
CTRL +C to copy.
CTRL+V to paste.

On MAC:
Command+C to copy.
Command+V to paste.